

**STATE OF TEXAS  
COUNTY OF TARRANT  
CITY OF GRAPEVINE**

The Grapevine Heritage Foundation (GHF) held their monthly meeting at 4:00 p.m. on Wednesday, September 24, 2025 in the 2<sup>nd</sup> Floor Grand Hall of the Grapevine Convention & Visitors Bureau, 636 South Main Street, Grapevine, Texas 76051. Present were:

Melva Stanfield	Chairman
Frances Jensen	Vice-Chairman
Wendy Nelson	Secretary
Stephanie Wright	Treasurer
Courtney Fray	Board Member
Austin Kellerman	Board Member
David Stine	Board Member

The above constitutes a quorum:

Balla Wright	Board Member
Duff O'Dell	City Council Liaison

With the following Convention & Visitors Bureau staff present:

Paul W. McCallum	Executive Director CVB
Paula Newman	Managing Director of Operations
David Klempin	Heritage Preservation Programs Manager
Hugo Gardea	Assistant Heritage Preservation Programs Manager
Shadi McOsker	Nash Farm Manager
Kim Hale	Nash Farm Education Coordinator
Kayce Vanderpool	Heritage Preservation Programs Admin. Assistant

**1. CALL TO ORDER AND CITIZEN COMMENTS**

Chairman Melva Stanfield called the meeting to order at 4:00 p.m.

*Citizen Comments Any person who is not scheduled on the agenda may address the Grapevine Heritage Foundation under Citizen Comments by completing a Citizen Appearance Request form. In accordance with the Texas Open Meetings Act, the Advisory Board is restricted in discussing or taking any action during Citizen Comments.*

No citizen comments.

**2. WELCOME**

Chairman Stanfield welcomed everyone.

Hugo Gardea introduced our new Nash Farm Education Coordinator, Kim Hale.

**3. MINUTES FOR APPROVAL**

Frances Jensen moved to accept the minutes from the August 20, 2025 regular meeting. David Stine seconded the motion.

Minutes approved with a vote of:

Ayes: 6 (Stanfield, Jensen, Nelson, S. Wright, Fray, Stine)

Nays: 0 None

Absent: 2 (B. Wright, Kellerman)

#### **4. OLD BUSINESS**

##### **A. Membership Report – David Klempin**

Chairman Melva Stanfield and David Klempin presented the membership report for September. The active memberships total is 174. There was \$305 in donations received.

##### **B. Sponsorship Report – Stephanie Wright**

Treasurer Stephanie Wright reported the Nash Farm Sponsorship total has not changed, we are at \$29,250. We are waiting for some outstanding payments from a few sponsors who pay in the fall.

##### **C. Palace Theatre Report – Frances Jensen**

Frances Jensen reported that the Palace Theatre, First Friday Movie for September was *The Lady Eve*, it had 106 people in attendance and about 60 were walk ups.

October has a great Halloween line up, *The Little Shop of Horrors*, *Hocus Pocus*, Hitchcock Day October 11, with *Psycho* and *The Birds*, then *Young Frankenstein*, along with some tribute concerts Johnny Cash and the Beach Boys.

Paula Newman shared that on First Friday the fire alarm was activated due to some dust particles. There is a plan for a new alarm system with a new panel and wiring. Once the new plans are complete it will be installed by a third-party vendor that is approved by the City, any work will begin after the new year.

Paula Newman also gave an update on the HVAC system, a new revised plan is in the works for a new HVAC system and a lighting plan for the stage to reduce the heat from the lights.

##### **D. Nash Farm Report – Melva Stanfield and Shadi McOsker**

Shadi McOsker reported for August, there was one special event, the Dino Dig; total visitation was 1,648. There were 11 volunteers with 82 hours; 1 paid tour and 2 rentals groups with 75 people and one FAM tour.

Shadi shared that we now have Kim Hale as the Nash Farm Coordinator. She started on Monday and they have already made a lot of progress.

##### **E. Update on the GHF Strategic Planning assignments and committees- Melva Stanfield and David Klempin**

Chairman Stanfield asked for an update on their assigned projects.

Protectors- Courtney Fray reported that she finished the messaging and will email a copy to the board. She has also created a video to be used for outreach.

Porch Party – Stephanie Wright reported the plan to push the Porch Party back to March with a Rangers Game instead of a Cowboys Game. (March 25 or 29)

The board agreed on Sunday, March 29, 2026 in the afternoon. With the save the date to be hand delivered the week of the 23 of February before Spring Break. This event will fall between Spring Break and Easter.

David Stine moved to change the Porch Party date to Sunday, March the 29, 2026, Wendy seconded the motion.

Date change approved with a vote of:

Ayes: 6 (Stanfield, Jensen, Nelson, S. Wright, Fray, Stine)

Nays: 0 None

Absent: 2 (B. Wright, Kellerman)

Shadi McOsker reported on the Social Media numbers; Facebook has 12 thousand followers and Instagram has 3,415 followers. She will plan to have more numbers next month to show the traffic on the media platforms.

Wendy asked about the process of sharing CVB Staffing info. Kim Hale was a board member last month, by the time the job offer was made she had to wait till the next month for the announcement. We need to share this information with the board. We will have an update 56798098 at the next board meeting.

## **5. NEW BUSINESS**

### **A. Consider promotional items for GHF and take any necessary action – Melva Stanfield and David Klempin.**

Chairman Stanfield brought up a subject of Branding the Heritage Foundation –to research promotional items for GHF, Nash Farm and Palace that could be sold in the CVB Visitors Center.

### **B. Update on the mission to the National Trust PastForward Conference – Milwaukee, Wisconsin – Melva Stanfield and David Klempin.**

The National Trust PastForward Conference was Sept 15<sup>th</sup>-18<sup>th</sup> was held in Milwaukee, Wisconsin. In attendance were Melva Stanfield, Curtis Ratliff, Kim Hale (Chris), David Klempin and Paula Newman. It was the home and studios of Frank Lloyd Wright where they visited the 1916 Taliesin property with studios and main house, the Johnson Wax Pavilion and much more.

Kim Hale shared that anyone could go to the National Trust. She took so many amazing classes, heritage tourism, building assessments. The tours were led by actual preservationists. She came away with pride in Grapevine's sense of community, we are using buildings as originally intended. We show movies in the theatre and we have a farm house where we cook on the stove, we have a train station and we use the train. We should be proud of ourselves for these accomplishments.

## **6. LIAISON REPORTS**

### **A. City Council Liaison Update – Duff O'Dell**

No report given

### **B. Grapevine Convention and Visitors Bureau Liaison Report – Paul W. McCallum**

Paula Newman reported that Mr. McCallum is in a Marketing meeting with hotel partners, stake holders and Grapevine Mills to promote Grapevine and promote visitors to Grapevine.

She shared the CVB is preparing for Christmas Capitol of Texas (CCOT). The Christmas Tree has been selected and vendors have been lined up for decorating with some new items.

The Hometown Christmas will be in the Tower Gallery again this year with a tree trail to lead people to the second part of Hometown Christmas in the Settlement to City area with period appropriate decorations for the houses.

Lisa Dalton has been promoted and given additional responsibilities over the Settlement to Cities Museum areas. She will begin programing in the area and plans be open more hours during the week after the new year, not just weekends.

The Tate house that was moved to Hudgins Street in the Depot now has an approved foundation plan. Once that is complete, we can begin the restoration process to have it usable for Christmas.

Next week the Santa's North Pole Express tickets will go on sale October 1, 2025 at 10 a.m. We have increased the number of excursions this year to 81,000 tickets from 52,000 tickets last year. That will be a lot more cookies and mugs and bells, along with all the things.

We are close to finishing the Fairway Event Center Building. We have a couple of events starting on October the 4<sup>th</sup> with the next event October the 6<sup>th</sup>.

Thank you for all your participation during Grapefest it was well attended. All the merchants did well and we had great weather.

## 7. ADJOURNMENT

Wendy Nelson moved to adjourn the meeting, David Stine seconded the motion. The meeting was adjourned at 5:10 p.m. with the following vote:

Adjournment approved with a vote of:

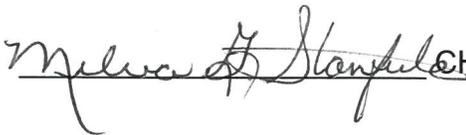
Ayes: 6 (Stanfield, Jensen, Nelson, S. Wright, Fray, Stine)

Nays: 0 None

Absent: 2 (B. Wright, Kellerman)

The next meeting is the Annual Membership Meeting it will be held Thursday, November 6, 2025 at 5:30 p.m.

PASSED AND APPROVED SEPTEMBER 24, 2025 MINUTES BY THE GRAPEVINE HERITAGE FOUNDATION, ON THIS THE 15TH DAY OF OCTOBER 2025.

APPROVED:  CHAIRMAN

ATTEST:  SECRETARY