

**APPROVED- Meeting Minutes of
the Executive Committee of the Board of Directors of
the Arizona Historical Society**

April 24, 2023

Mission: Connecting people through the power of Arizona's history.

Minutes

1. **Call to Order** – At 12:07 PM by President Linda Whitaker
2. **Roll Call** – Colleen Byron
 - a. Present- Tom Foster, Linda Whitaker, Robert Ballard, DeNise Bauer, Jim Snitzer, Ileen Snoddy, Colleen Byron, Linda Elliot-Nelson, Desirae Barquin
 - b. Absent- Deborah Bateman
 - c. Staff- David Breeckner, Kaydi Forgia, Mel Davis
3. **Minutes** - Discussion and action to approve the draft Minutes of the March 27, 2023, Executive Committee meeting.
 - a. Motion to approve draft minutes of the March 27, 2032 Executive Committee meeting as submitted- Tom Foster
 - b. Second- Robert Ballard
 - c. Unanimously approved
4. **Call to the Public** – Linda Whitaker
 - a. No members of the public present
5. **Board Updates**- Linda Whitaker
 - a. See David Breeckner's report
6. **Committee Reports**
 - a. **Outreach Committee** – Linda Whitaker, Tom Foster
 - i. Tom Foster has stepped down as Chair of the Outreach Committee, and is succeeded by Sherry Rampy. Diane Drobka has stepped down from committee membership due to conflicting commitments. Tom Foster met with Sherry Rampy to pass on historical knowledge of Al Merito and Certified Historical Institutions. Al Merito is celebrating its 50th Anniversary and will be announced at the Annual meeting in September.
 - b. **Finance Committee** – David Breeckner
 - i. FY23 YTD for March provided to the committee prior to meeting for review. Current balances show close to the deficit predictions that were

approved last year

- ii. FY24 updated draft budget presented to the Finance Committee at this month's meeting; this will be reviewed in full next month by the Finance Committee and presented to the State Board for its May consideration. Overview provided by David Breeckner. A 4.5% increase in annual IT expenses and annual equipment rental fees are expected.
 - iii. FY25 draft budget will be presented to the Finance Committee next month, for a planned review by the Executive Committee in June and full Board vote in July. This will be a very different budget - one that reflects funds actually needed for pay equity and for upkeep/repairs of all AHS properties. Overview provided by David Breeckner. The budget request will show a total increase of \$1.45million. Budget inequities and repair obligations have been discussed with the Governor's office. More meetings are planned. See Director's Update.
 - iv. 2023 Annual Gift Campaign report provided to the Executive Committee prior to the meeting. Overview provided by David Breeckner. This was a much shorter campaign (1 week vs. 4 weeks) due to printing delays and yielded \$4,000 less than last year.
 - v. Friends of AHS (FAHS) March 2023 financials report provided to the Executive Committee. Overview provided by David Breeckner. NHD funds (these latter monies are not featured within FAHS accounts) will be spent down this fiscal year. Ileen Snoddy asked for clarity on how funds are processed through Friends of AHS. Donations made out with the Friends EIN (nonprofit number) go directly to the Friends account and deposited accordingly. Friends may issue payments using these non-restricted, donated funds on behalf of AHS via a formal Check Request process initiated by AHS, e.g. Food for NHD participants. Donations made to AHS with its own EIN are deposited in the State's investment accounts held in Bank of America. Note that Friends have appointed a new Treasurer, Sarah Whitehead.
7. **Arizona Architecture Foundation (AAF)** – David Breeckner and Linda Whitaker provided an overview of the meeting with AAF. Meeting notes were provided to the Executive Committee prior to the meeting for review. Executive Committee had the opportunity to engage in an open floor discussion and to ask AHS questions.
- i. David Breeckner, Linda Whitaker, and Rebekah Tabah met with Doug Sydnor, James Trahan, and Ron Peters to discuss the realities, challenges, and opportunities to be considered in pursuing an expansion to AHS' archives capacity and services in Tempe. Bill Ponder was invited to attend and provided valuable insight on state processes and institutional history on previous AHS capital-building projects. He will continue to support the project, with a focus on managing submissions of

preliminary paperwork with the State. This group will be kept small for now. Next meeting TBD

8. **Board Update** – David Breeckner: Executive Committee had the opportunity to engage in an open floor discussion and to ask AHS questions.

- i. Eric Flohr has completed his interview with Boards & Commissions and is awaiting the next step in his application process: fingerprinting. Executive Committee had the opportunity to engage in an open floor discussion and to ask AHS questions.

9. **Director's Update** – David Breeckner: Executive Committee had the opportunity to engage in an open floor discussion and to ask AHS questions.

a. Legislative Initiatives

- i. A “draft” FY25 budget has been presented to Ben Henderson, Director of Operations for Governor Hobbs. This budget presents AHS’ true expenses if it were to be fully funded with equitable pay rates to other State agencies and to reflect real operating costs (utilities, facility repairs, conservation and exhibits, etc.)

b. Staffing

- i. The 2023 State Employee Survey was distributed to staff the week of 4/17/23; the results are pending. Most responses are confidential- an aggregated report protecting anonymity will be shared with the Board.

c. Grants

- i. Due to continued delays with the reopening of Pioneer Museum, AHS declined and returned a grant of \$22,000 from Creative Flagstaff. This grant was intended to support staff operations and public programs at the museum in FY23.
- ii. AHS has withdrawn its grant request to SRP for \$8,000 for event supplies in support of NHD 2023, due to a missed deadline. AHS is finalizing the procurement of estimates to enact a refresh of safety lighting, electrical controls, and A/V systems in the Steele Auditorium at AHC Tempe, to satisfy a 2020 SRP grant of \$25,000.
- iii. AHS is finalizing the procurement of estimates to refresh lighting, electrical controls, and A/V systems in the Steele Auditorium at AHC to satisfy a 2020 SRP grant of \$25,000.

d. Facilities

- i. The close of escrow for Sosa-Carrillo House is April 25, 2023 and is on

schedule.

e. Exhibits

- i. *Drinking Local* exhibit opened to much acclaim and a sold-out reception on 4/19 in Tucson. Positive responses from the attendees. The attendees represented a diverse slice of the community and many were visiting the museum for the first time.
- ii. The anonymous donor in Yuma has agreed to donate \$800,000 to the Molina Block Outdoor Agricultural Exhibit in Yuma. The full sum will soon be deposited into a YCHS account, who is funding the project. YCHS has begun solicitations to national design-build firms for exhibit proposals, which will include budgets and project timelines. This solicitation period will close in 2 months.

10. **Announcements** and other matters for consideration in future board or committee. Executive Committee participated in an open floor discussion on various matters.

- a. Linda Whitaker asked for an update on the AHS Strategic Plan. David Breeckner stated that the Strategic Plan will be ready for full review by next month.
- b. David Breeckner provided an overview of follow up documents within the meeting packet.

11. **Adjournment** – By Linda Whitaker at 12:50 PM

Dated this 24th day of April 2023

Arizona Historical Society



Linda Whitaker, Board President

The Arizona Historical Society does not discriminate on the basis of disability in the administration of its program and services as prescribed by Title II of the Americans with Disabilities Act of 1990, as amended, and Section 504 of the Rehabilitation Act of 1973, as amended. Persons with a disability may request a reasonable accommodation such as a sign language interpreter or alternative formats, by contacting AHS Administration at 520-617-1169. Requests should be made as early as possible to allow time to arrange for the accommodation.

Executive Committee Schedule: Noon and Virtual unless announced otherwise

Click the date to register for the meeting
All meetings are live-streamed via Zoom.

[May 22, 2023](#)

[June 26, 2023](#)

[July 24, 2023](#)

[August 28, 2023](#)

[September 25, 2023](#)

[October 23, 2023](#)

[November 27, 2023](#)

[December 25, 2023](#) *Tentative

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