

**DRAFT- Meeting Minutes of the
Outreach Committee of the Board of Directors of the
Arizona Historical Society**

November 6, 2023

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

Minutes

1. **Call to Order** – Committee Chair Sherry Rampy
2. **Roll Call** – Sherry Rampy
Present: Janice Bryson, Amy Hartmann-Gordon, Sherry Rampy, Thomas Foster, Karrie Rumsower, Robert Ballard
Staff: Jason Mihalic, Nikky D’Anzi, Vincent Bradley, Kaydi Forgia
3. **Minutes** - Discussion and action to approve the draft Minutes of the October 11, 2023 Outreach Committee meeting.
Postponed until the next meeting. Thomas Foster Motion, Robert Ballard 2nd, All approved.
4. **Call to the Public** – Sherry Rampy
 - a. No members of the public.
5. **Grants** – Sherry Rampy/Jason Mihalic
 - a. General Grant Update ~ grant delivery
 - i. 23 Granites, 21 Contracts signed and in process. Missing: Fort Tuthill and Charlotte Hall. With the reduction in small grant funds, due to appropriations, CHI’s report that they may not be able to complete full projects with limited funding.
 - ii. Robert Ballard offered to hand deliver to Fort Tuthill and Charlotte Hall.
 - iii. Janice Bryson reports that Fort Tuthill cannot check messages. Jason Mihalic took note and will look for other means of communication with Fort Tuthill.
6. **Certified Historic Institutions (CHI)** – Sherry Rampy/Jason Mihalic
 - a. Discussion and possible action item to approve proposed changes to the 2024 Certification and Recertification process.
 - i. Various topics were discussed including;
Jason Mihalic’s suggestion to make changes to the recertification process. Beginning on Dec 1. –Currently 63 CHIs, goal is to certify 70.

A proposition to add an open field in PDF stating how many days a museum is open to the public. To qualify for a Federal Grant a museum must be open 120 days per year.

A consideration that not all CHI representatives are able to complete fillable PDFs. A question if recertifying CHIs need to use wet signatures. Discussion to add a field for checkbox that can equate to an electronic signature. A consideration to inform CHI representatives about available free PDF tools.

ii. The committee referred to the proposed changes in the CHI Program Discussion document included in the committee meeting packet sent to committee members.

Motion: Accept CHI recertification process as indicated in CHI Program Discussion document within sections 1 and 2. Amy Hartmann-Gordan motioned, Janice Bryson seconded. Motion approved.

b. Discussion and possible action item to approve proposed changes to the Small Grants Program

i. Proposals may not be able to be used for adding contractors or volunteer supports. The committee felt both categories need further definition.

A question if requests for security personnel are excluded was raised. The committee felt security devices for collections is appropriate but did not conclude if security personnel are excluded. A suggestion to “spell out” what the grants are for and further define things that have a lasting product.

Research on the issues was requested by the committee. Jason will provide draft documents with research to be discussed with the committee at a later date. No motion at this time.

c. Discussion and possible action item to add grading rubric to Small Grants grading process.

Discussion postponed to January or February. No motion at this time.

7. **Al Mérito Awards** – Sherry Rampy/Shelley Coriell

Last plaque was delivered 11/8/2023.

A challenge on how AHS writes Al Mérito was raised by an Al Mérito recipient: Moving forward AHS will add the appropriate accent to Al Mérito in publications.

Discussion to add one or two Al Mérito awards for new/small/up and coming institutions will be discussed in Feb/Mar of 2024.

8. **Legislative/Executive Outreach** – If time permits

a. Staff Outreach: JAH, Weekly #AZHistoryDigest

A brief discussion on Personal Contact vs Lobbying vs Advocating. AHS has two staff members who may lobby to the Legislature, Dr. David Breeckner and Rebekah Tabah.

Review of tracking documents in previously shared Legislative Outreach Plan documents.

Committee would like the way AHS represents the different voices of Arizona to be highlighted in conversations with community leaders.

9. **Announcements** and other matters for the Good of the Order.

Arizona Military Museum (CHI) coming to a head on Friday, with answers to follow on Monday.

10. **Adjournment** – Sherry Rampy

11:12 am

Dated this 12th day of November 2023

Arizona Historical Society

Sherry Rampy

Sherry Rampy, Outreach Committee Chair

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Outreach Committee Schedule: 10am and Virtual unless announced otherwise

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

[December 13, 2023](#)