

**Arizona Historical Society
State Board of Directors Meeting
Friday, May 12, 2017
Kingman, Arizona**

Board Members Present

George Flores, President, At-Large
Voie Coy, Vice-President, Northern Chapter
Douglas Barlow, Greenlee County
Lorna Brooks, Yuma County
Janice Bryson, At-Large
Kelly Corsette, Central Chapter
Thomas Foster, Eastern Chapter
Douglas Hocking, Cochise County

Richard Oldham, LaPaz County
Dennielle "Dolly" Patterson, Apache County
Meredith Peabody, Yavapai County
William Porter, Mohave County
Thomas Rose, Coconino County
Gregory Scott, Santa Cruz County
James Snitzer, Navajo County
Michael Wade, Maricopa County

Board Members Absent

Joseph Abodeely, Pinal County
Jackie Berkowitz, At-Large
Bruce Gwynn, Rio Colorado Chapter
Robin Horta, Gila County
Philip "Jeff" Horwitz, Southern Chapter

John Lacy, Pima County
Patrick Lukens, Graham County
Jeannine Moyle, At-Large
Marshall Trimble, At-Large

Staff Members Present

Anne Woosley, Executive Director
Bill Ponder, Chief Administrative Officer
Valerie Shanahan, Executive Assistant
Tawn Downs, Central Division Director

Susan Irwin, Library & Archives Director
Bill Peterson, Northern Division Director
Les Roe, Southern Division Director

Others Present

Allan McIntyre, AHS Member
Bill Wales, Mohave County Historical Society

Robert Ballard, Mohave County Historical Society
Andy Sansom, Mohave County Historical Society

Actions taken at this meeting:

Porter moved, seconded by Oldham, to approve the March 17, 2017, AHS State Board of Directors meeting minutes, with the following corrections:

- Include the names of the AI Merito award nominees for 2017, James Babbitt and Sulphur Springs Valley Historical Society.
- Include the addition of the following statement to define the relationship between AHS and Friends of AHS: The role of the Friends of AHS is to raise money for the Arizona Historical Society's special projects.
- Include that Lacy moved, seconded by Porter, to approve the AHS-Central Chapter By-Laws revisions.
- To correct the Executive Committee membership to consist of: Flores (President), Coy (Vice President), Scott (Secretary), Corsette (Treasurer), Foster (Eastern Chapter), Gwynn (Rio Colorado Chapter), and Woosley (Executive Director, ex officio).

The motion passed unanimously.

Wade moved, seconded by Porter, to adopt the ad hoc Transition Committee Proposed Transition Guidelines, May 6, 2017. The motion passed unanimously.

Prior to the meeting being called to order, Richard Oldham presented a Power Point entitled, "Enduring Legacy, Preserving Wild Horses and Burros in Arizona" and requested that the AHS Board consider supporting the project, possibly with an exhibit. Informal discussion ensued regarding the relevance of this type of project to the AHS mission.

Call to Order

President Flores called the meeting to order at 12:06 p.m., and welcomed those in attendance.

Roll Call

Roll call was taken; Flores declared a quorum.

Approval of Minutes

Minutes of the March 17, 2017, AHS State Board of Directors meeting had been previously distributed, and a copy made available at this meeting. Porter moved, seconded by Oldham, to approve the March 17, 2017, AHS State Board of Directors meeting minutes. Following discussion, Porter amended the preceding motion, seconded by Oldham, as follows:

- Include the names of the Al Merito award nominees for 2017, James Babbitt and Sulphur Springs Valley Historical Society.
- Include the addition of the following statement to define the relationship between AHS and Friends of AHS: The role of the Friends of AHS is to raise money for the Arizona Historical Society's special projects.
- Include that Lacy moved, seconded by Porter, to approve the AHS-Central Chapter By-Laws revisions.
- Correct the Executive Committee membership to consist of: Flores (President), Coy (Vice President), Scott (Secretary), Corsette (Treasurer), Foster (Eastern Chapter), Gwynn (Rio Colorado Chapter), and Woosley (Executive Director, ex-officio).

The motion passed unanimously.

Introductions

Porter introduced members of the Mohave County Historical Society in attendance.

Flores expressed appreciation, on behalf of the Board, to the Mohave Museum of History and Arts for hosting this meeting. Porter extended appreciation to the local Kingman hospital for catering lunch.

Staff members in attendance were introduced.

Call to the Public

No public comments were received.

President's Report

Flores reported that Woosley announced her retirement, effective 30 June 2017. Flores and Board members thanked Woosley for her years of service as AHS Executive Director, and having provided exemplary leadership under sometimes trying circumstances. He stated his intention that Woosley will be honored at the AHS Annual Meeting to be held in Tucson in November 2017. In respect of Woosley's remaining tenure as AHS Executive Director, Flores will not entertain discussion regarding next steps in filling the position. Flores directed that Woosley's letter informing him of her decision to retire be placed in the official record (attached).

Those in attendance recognized Woosley with a standing ovation.

Woosley then addressed the Board expressing her appreciation to board members, associated organizations, and staff for the support she received over the years. She takes pride in her service to AHS since becoming its Executive Director in 2001 and complimented the excellent staff who fill key positions and who will carry AHS forward.

Consent Agenda

There was Board agreement to accept the Consent Agenda as presented, including the Executive Director's Report and financial reports. Ponder reported that there are no unusual financial matters.

Executive Director's Report

Membership Plan

A Membership Development Plan (and related documents: Membership Survey Strategy Overview and Visitor Survey), with specific steps and benchmarks to increase and retain AHS membership, was created by staff and distributed to the Board (Executive Director's Report, attachments 1, 2, 3). The Plan was discussed at length with Flores requesting feedback from board members who are encouraged to email or phone comments to Woosley. The last membership plan was created in 2002.

Topics including recruitment of new members, re-engaging those who have lapsed, as well as the option to provide sustaining and auto renew memberships will be thoroughly reviewed at the August 2017 Board meeting. Woosley suggested that, because she will have retired, Downs represent the membership discussion from the staff side. Flores concurred.

FY 2017-2018 Budget

The FY 2017-18 budget is awaiting the Governor's signature and remains neutral to AHS which means there are no changes in the agency's appropriation. In Woosley's discussions with Governor's Office staff, the importance that AHS continue to seek funding from the private sector was emphasized.

January 8th Memorial Foundation Project

A \$2.8 million appropriation request for The January 8th Memorial Foundation Project was unsuccessful in the State FY 2017/2018 budget (Executive Director's Report, attachment 4 – attached). The Foundation's Executive Director, Crystal Kasnoff, has indicated that federal funding appears secure and is optimistic for private donor support. AHS is the repository for January 8th collections.

Capital Improvement and Building Renewal

A partial capital improvements/building renewals project list was distributed to Board members (Executive Director's Report, attachment 5). The project request summary will be presented to the Arizona Department of Administration.

Bruce Dinges Retirement

Woosley reported that Dr. Bruce Dinges, AHS Director of Publications, informed her that he will retire effective September 9, 2017. His long service to AHS, including his role as Director of the Arizona History Convention, has been exemplary. Finding his successor will be a priority for the next AHS Executive Director.

Friends of AHS Financial Statements

Friends of AHS financial statements are currently prepared by Lacy, provided to Woosley who then forwards them to AHS Division Directors. AHS Friends is currently seeking a CPA to assume financial recordkeeping duties.

AHS Board of Directors Work Priorities, 2017

Clarify the Role of Chapter Boards

Corsette summarized his May 7, 2017, email to Flores containing the Summary of the Role of AHS Chapter Boards Work Group Project report which was electronically distributed to Board members previously and provided in hard copy form at today's meeting (attached). Currently, Northern Chapter directors question if their chapter board serves the division effectively. The value of chapter boards serving as links to AHS certified museums was discussed with general agreement that AHS board and chapter board members acting as liaisons to AHS certified organizations may be worthwhile.

Discussion continued with emphasis to restructure, redesign and reorganize the roles of chapter boards, in lieu of outright disbandment. Flores asked Corsette's ad hoc committee (consisting of chapter presidents or their designees) to prepare a report with specific recommendations regarding the role of chapter boards for the August 2017 AHS Board meeting.

Annual Meeting

Flores clarified that the AHS Annual Membership Meeting will be held in Tucson in 2017, thereafter alternating between Tucson and Tempe beginning with the 2018 meeting in Tempe.

AHS Relationship with Friends of AHS

There was discussion regarding the relationship between AHS and the Friends of AHS, which is summarized as: The Friends of AHS is a fund raising arm of the Arizona Historical Society.

Review of AHS By-Laws

Flores previously appointed a study group of Coy (Chair), Lacy and Abodeely to review AHS By-Laws for purposes of maximizing the efficient operation of AHS Board business and to ensure adherence to the 2016 legislation that established a Governor-appointed Board. The study group requested Flores appoint two additional members to the group. Flores appointed previous AHS Board members William Garbarino and Richard Shaw to serve as by-laws study group members. Coy reported that the study group will make recommendations at the AHS August 2017 meeting.

Transition Plan

Wade previously electronically distributed AHS Ad Hoc Transition Committee Proposed Transition Guidelines, May 6, 2017. Wade provided a brief verbal summary of the document prepared by Wade, Patterson and Rose (attached).

Wade moved, seconded by Porter, to adopt the ad hoc Transition Committee Proposed Transition Guidelines, May 6, 2017. The motion passed unanimously.

Executive Director Work Priorities, 2017

Woosley updated board members on the status of the Executive Director Work Priorities, 2017. The January 8th Memorial Foundation Partnership and Membership Plan were discussed earlier under the Executive Director's Report.

The previously developed metrics document to track AHS operations is functional (Executive Director's Report attachment 6).

She noted that Cuseum technology was successfully installed at the Pioneer Museum in conjunction with the opening of the *Todos Unidos* exhibition. The second implementation of Cuseum will coincide with the unveiling of the Frank Lloyd Wright exhibition at the Arizona Heritage Center this fall.

The National History Day Program continues to meet goals and is expected to grow with the addition of a dedicated NHD Coordinator.

Woosley discussed progress of *The Arizona Story* at the AHS-Rio Colorado and AHS-Northern Divisions. Both divisions have received seed funding in the amount of \$8,000 each to leverage additional private sector support. Board member Gwynn is providing fundraising leadership in the Yuma community. Newly elected AHS Friends Board member and past AHS Board member, Pat Loven, has been informed of the project and expressed interest in assisting with *The Arizona Story* in Flagstaff.

Other Executive Director Work Priorities as identified have been met or are on track as, for example, Third Quarter vs. Actual Revenue Goals (Executive Director's Report attachment 7).

Auditor General Report No. 13-13

The Auditor General Report No. 13-13 was distributed to AHS Board members for review (attached). Woosley reported that all items contained in the follow-up report have been implemented and the September 2013 performance audit concluded. Flores stated his intent to include this item on upcoming agendas for review purposes in light of any future audits.

Announcements and Other Matters for Consideration at Future Board Meetings

Flores asked Board members to consider AHS Board's role in fundraising, and expect to discuss the subject at the August 2017 meeting.

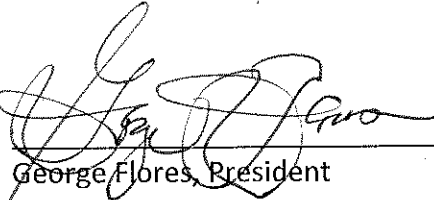
Board member Bryson presented Woosley with a \$500 donation from the First Families of Arizona to AHS Friends for benefit of AHS.

Porter donated \$500 to AHS to benefit the Certified Museum Small Grant Program.

The Plan to increase revenues will be presented for review at the August 2017 AHS Board meeting.

Adjournment

There being no further business, Flores adjourned the meeting at 3:13 p.m.



George Flores, President