

**Minutes of the Meeting of the  
Board of Directors of the  
Arizona Historical Society**

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

**Friday, May 31, 2019, at 11:30 a.m., at the Bullion Plaza Museum and Cultural Center, 150 Plaza Cir., Miami, AZ 85539. Meeting will be preceded by lunch from 11 a.m. to 11:30 a.m.**

1. Call to Order – President Voie Coy. (5 min.)

President Coy called the meeting to order at 11:37 a.m.

2. Roll Call – Recording Secretary. (5 min.)

Present in person: Voie Coy, Kelly Corsette, Meredith Peabody, Bruce Gwynn, Joe Abodeely, Lorna Brooks, Janice Bryson, Tom Foster, Bill Garbarino, Doug Hocking, Jeff Horwitz, John Lacy, Len Marcisz, Tom Rose, Jim Snitzer, Michael Wade.

Present virtually: Linda Whitaker

Absent: Robert Ballard, Doug Barlow, Robin Bradford, Patrick Lukens, Charles Oldham, Dolly Patterson, Greg Scott, Marshall Trimble.

Staff present: Bill Ponder, Tawn Downs, Bill Peterson, David Turpie, Susan Irwin, Yanna Kruse, James Burns, Kim Bittrich, Trish Norman.

Public present: Richard Shaw.

3. Discussion and action, if any, to approve the Minutes of the April 12, 2019, Board of Directors meeting. (5 min.)

Motion to approve the minutes by Jim Snitzer; second by Jeff Horwitz; all voted to approve.

4. Call to the Public – Consideration and discussion of comments from the public. Those wishing to address the Board need not request permission in advance. Presentations will be limited to five minutes. Action taken as a result of public comment will be limited to directing staff to study the rescheduling of the matter for further consideration and decision at a later date. (15 min.)

No members of the public wished to speak.

5. President's Report and Inquiries – President Coy. (15 min.)
  - a. Council of Affiliates briefing.

President Coy deferred his report to later in the meeting and turned it over to Dr. Burns to explain the Council of Affiliates. Burns recapped the Council of Affiliates' purpose and explained that he created this informal group to address an objective in the strategic plan. Burns agreed to recirculate the minutes from the prior two meetings. Bill Garbarino suggested the addition of a member of the state board of directors in the meetings. Joe Abodeely asked if a board member should take a second set of notes of the meetings. After discussion it was determined that two board members already attend, and that no additional notes are needed, but that a member of the board present at the meetings should fact-check the notes.

6. Consent Agenda: (5 min.)

- a. Executive Director's Report.
- b. Deaccession recommendations from Collections, Library & Archives Board Committee

Dr. Burns provided information from his recent attendance at the American Alliance of Museums' annual meeting.

Marcisz moved to approve the consent agenda; Rose seconded. All voted to approve.

7. Finance Committee report (including draft budget), and board discussion and/or action, if any. (10 min.)

Finance report was provided by Bill Ponder. Meredith Peabody asked how things are looking for the end of the fourth quarter. Ponder responded by explaining that we expect the year to end well in the black. Motion to accept report by Joe Abodeely; second by Jeff Horwitz. All voted to approve.

8. Community Outreach Committee report and board discussion and/or action, if any, regarding the report. **Note: Action Item - recertifications** (5 min.)

Janice Bryson presented the recommendations of the May 8, 2019 meeting regarding recertifications. Dr. Burns was asked to provide additional information about museums that had submitted their information after May 8th that had been reviewed by staff. Lorna Brooks moved that the museums presented for recertification be approved; Tom Foster seconded. All voted to approve.

9. Membership Committee report and board discussion and/or action, if any, regarding the report. (15 min.)

Joe Abodeely made a presentation referencing the document submitted in the board meeting packet. Discussion ensued about how to grow membership. Peabody suggested that membership is a staff responsibility and that we do not need a membership committee. No action was taken.

10. Governance Committee sunset review work group - presentation regarding AHS Arizona Auditor General's Report #1313 relating to collections findings (15 minutes)

Len Marcisz presented a summary of the sunset review tracking document.

11. Governance Committee report and the report of the committee regarding the report on policies, and board discussion and/or action, if any, regarding the report. **Note: Action Items - 1) consideration of the accumulation of board policies 2) consideration of the board/staff policies consisting of the updated collections policy and the exhibitions and programs policy and 3) a motion to rescind all prior policies not included in the policies under 1) and 2)** (15 min.)

John Lacy made a motion that the three documents circulated to the board prior to the meeting be approved (a recommendation from a committee requiring no second as per Roberts Rules of Order). He moved that 1) the accumulated board policies be approved as presented 2) the board/staff policies be approved as submitted and 3) all extant policies not included in the policies under 1) and 2) be rescinded. Marcisz called for the question. Dr. Coy asked for clarification regarding what was being voted on. Garbarino clarified that the vote was on the policy and that it did not impact the previously approved "policy/governance model," which is a philosophical model and approach. Discussion ensued, and it was determined that rescinding extant policies did not include the governance/policy model. President Coy called for the question. The policies under 1) and 2) were approved unanimously. A motion was made by Jeff Horwitz to rescind all prior policies not included under 1) and 2) (the governance/model excepted as it is a philosophical model/approach). Joe Abodeely seconded. Unanimous vote to approve.

Chairman Coy asked if the sunset audit work group should be separated from the governance committee and turned into an ad hoc committee. All approved. Len Marcisz was appointed as the chair; Linda Whitaker was appointed as a member; Marcisz may name additional members.

11. Property and Building Committee report and board discussion and/or action, if any, regarding the report. (5 min.)

Tom Rose reported that the property and building committee report was included in the executive director's report, and that there were no additions.

12. Strategic Planning Committee report and board discussion and/or action, if any. (5 min.)

Meredith Peabody referenced the completed strategic plan handed out at the meeting. Discussion ensued about reporting from management to the board regarding strategic plan benchmarks. Dr. Coy directed Dr. Burns to work with Peabody to develop a timeline and to report back to the board.

13. Riordan Mansion Intergovernmental Agreement discussion and/or action, if any. **Action Item: Approval of 2019-2022 Agreement with AZ State Parks.**

Bill Ponder presented the IGA. The process to renegotiate began 3 months ago. On 5/30 State Parks advised they were ready to offer an amendment to the agreement. Coy advised he did not think it is fair to ask the board to vote on an agreement that they just received yesterday, and asked if it could be approved at the August board meeting. Ponder advised that August is too late because the current agreement expires in June. Garbarino stated that no substantive

changes are in the new agreement. Joe Abodeely moved that the IGA be accepted as written. Seconded by Bruce Gwynn. Approved unanimously.

14. Items Scheduled for Board Discussion and/or Action: (5 min.)

- a. Board discussion and/or action, if any, regarding AHS Arizona Auditor General's Report #1313.

No additional discussion.

- b. Board discussion and/or action, if any, regarding the 2019 AHS Board of Directors Work Priorities.

No discussion.

- c. Board discussion and/or action, if any, regarding the 2019 AHS Executive Director Work Priorities.

Burns reported that documentation was being compiled for submission to the Executive Committee prior to the end of June.

President's Report – Coy

Dr. Coy thanked all of the committees for their hard work.

He asked if there is anything we (AHS) needs to do for reaccreditation? Dr. Burns advised he is developing a plan to complete the self study, and proposed he work with Marcisz and Whitaker towards this end. Dr Coy asked if an additional work group is needed, given the significance of the accreditation and last Sunset Review. Whitaker advises that she agrees that the Governance committee work aligns with this project and therefore it is appropriate for the two to be combined and work together.

Coy asked Garbarino if the Governance Committee could also look at the MOUs with the eight support groups. Garbarino and Lacy agreed that they would.

Coy asked about the name "affiliate" group. There is confusion about the name (ie Affiliated members, etc.). Discussion ensued about reporting in-kind donations from the Affiliate/Support groups. Coy asked if there should be a work group to work on recognition for the support groups. Discussion ensued. Recommendation was made that instead of a separate work group, a board member should participate in the council of support group. Corsette volunteered to work with staff on ongoing recognition of support groups. Dr. Burns suggested that Corsette be the representative board member on the Support/Affiliate group. Corsette agreed.

Coy reported that he has reached out to the Governor's office to find out the status of board recommendations. Current members whose term is expiring may serve for a year beyond. After that, they can never be appointed again,

Coy stated that the Executive Committee will meet again over the Summer. They need to write a policy that says AHS will abide by all State laws. Also need a non-discrimination policy. Also need policy that the Executive Director is an at-will employee. Lacy corrected Coy, and read the policy that was just approved stating that the Executive Director is an at-will employee. Garbarino stated we don't need a separate policy regarding non-discrimination as it is the law.

14. Announcements and other matters for consideration in future board or committee meetings. (5 min.)

John Lacy reported that a contract has been signed for the Arizona Historical Convention meeting in 2020 at Casino Del Sol in Tucson April 16-18, 2020.

Adjournment at 2:14 p.m.

Dated this 31st day of May 2019.

Arizona Historical Society

W. James Burns

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W. James Burns, Ph.D.

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