

**Meeting Minutes of the
Buildings and Properties Committee of the
Board of Directors of the
Arizona Historical Society
Wednesday, October 14, 2020**

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

1. Call to Order – By Chairman, Tom Rose at 10:01 a.m.
2. Appointment of Recording Secretary – Eric Gonzales offered to take minutes
3. Roll Call
 - a. Board Members electronically present were: Tom Rose, Denise Bauer, and Sharon Holnbeck
 - b. Staff present electronically was: Eric Gonzales
4. Introductions – Brief introductions were given.
5. Approval of minutes of prior meeting- no minutes previous were presented as this is this first meeting.
6. Call to the Public – No public present
7. Role of the Buildings and Properties Committee –Tom Rose
 - a. Tom Rose stated that according to the Board of Directors Policy manual and bylaws, the Buildings & Properties committee provides the State Board with recommendations on matters relating to all real property of the society and to recommend action regarding maintenance, renovation, repair, disposition of that property or improvement. Beyond that we also work closely with Eric to interface with the Board and look for ways to improve our maintenance program, and to fund some of the issues that are important.
8. Buildings Overview and historical data-Eric Gonzales
 - a. Eric provided a lengthy overview of each of the buildings and grounds either owned or managed by AHS and their history as it relates to building maintenance.
9. Review of CIP Priority list and other issues/concerns
 - a. Eric discussed maintenance items listed on the CIP for each location that are a priority for the Agency. Each matter was discussed in detail along with descriptions of issues, potential outcomes, and possible funding.
 - b. Discuss funding options
 - c. Options for seeking funds were outlined as follows:
 - i. Continue working with ADOA to get CIP approved projects.
 - ii. Continue to build and provide detailed Maintenance budgets each Fiscal Year to help with requesting State appropriations earmarked for repairs and maintenance.
 - iii. Seek donations from donors
 - iv. Apply for grants
 - v. Contact contractors for donated materials and labor for projects.

- d. It was decided that a priority list of projects for repair, maintenance, and aesthetic improvements would be created at the next Committee meeting.
10. The next meeting is scheduled for Wednesday, November 18, 2020 at 2:00 p.m. via Zoom.

Meeting was adjourned at 11:51 a.m.