

**Meeting Minutes of the
Buildings and Properties Committee of the
Board of Directors of the
Arizona Historical Society
Wednesday, November 18, 2020**

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

1. Call to Order – By Chairman, Tom Rose at 2:00 p.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- skipped
6. Call to the Public – No public present
7. Review Priority List –Eric Gonzales
 - a. A copy of the list was sent to Committee members via email. It was also shared online during the meeting. The list is broken down according to each location. The objective of reviewing the list was to encourage committee members to use their knowledge and networking skills to find creative ways to get projects from the list funded.
8. Discuss funding options
 - a. Tom Rose encouraged committee members to make relationships with local contractors in an attempt to get donated materials and/or labor.
 - b. A discussion on internal funding was held. Chapter Board funds were defined and the role of the Chapter board approving authority for those funds was discussed to give new committee members an insight as to how that process works.
 - c. Discussion was also held on the definitions and functions of Procore and AZ Procurement. Procore is the State of Arizona's Construction Management process. AZ Procurement is the State of Arizona's process for obtaining goods and services through state requirements, contracts, and purchasing rules.
9. Other
 - a. Committee Members planned a tour of the Tucson facilities for December 8, 2020 at 10:00 a.m. The meeting will start at the Arizona History Museum.
 - b. The next Buildings and Properties Committee meeting was scheduled for January 13, 2021 at 2:00 p.m. electronically.

Meeting was adjourned at 3:32 p.m.