

**Meeting Minutes of the  
Buildings and Properties Committee of the  
Board of Directors of the  
Arizona Historical Society  
Wednesday, April 28, 2021**

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

1. Call to Order – By Chairman, Tom Rose at 1:32 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, Sharon Holnback, and Rick Powers
  - b. Staff present electronically were: Bill Ponder and Eric Gonzales
4. Introductions – Welcome was given to new committee member, Rick Powers
5. Approval of minutes of prior meeting-
  - a. January 13, 2021 minutes were approved with a motion by Sharon Holnback and seconded by Denise Bauer.
  - b. March 3, 2021 minutes were approved with a motion by Sharon Holnback and seconded by Denise Bauer.
6. Call to the Public – No public present
7. Update on status of projects with ADOA –Eric Gonzales
  - a. Updates were given on ADOA projects at Tucson, Tempe, Flagstaff, and Yuma museums.
    - i. Tucson
      1. The sprinkler addition project is in the final approval phase. Once engineer drawings are approved, a pre-construction meeting will be held to determine the schedule for installation.
      2. The Lobby air handler project has been picked up once again after being paused during COVID lockdown. New drawings have been requested due to the difficult nature of getting the new air handler inside the building.
    - ii. Tempe
      1. The Main Chiller has been installed, tied into the building control system, and is functioning as hoped.
      2. The Pavilion HVAC units were installed and are operational. The system should be on the building control system in the next couple of days.
    - iii. Yuma
      1. A contractor was selected for the Sanguinetti House Roof project. Wood shingles are in fabrication and should take 5-7 weeks for completion. Then the roof work can be scheduled.
    - iv. Flagstaff

1. Both the electrical project and Doney Cabin roof project are close to having a start date. Looking at the first week of June. Collections, Museum, and Facilities Staff held a meeting to coordinate the move of objects from the Doney Cabin to the Gregg Cabin prior to the roofing project start.
8. Review of CIP process
  - a. Eric shared how the next CIP process will work. Once his next spreadsheet is complete, he will share how he came up with the priority list.
9. Review of overall Maintenance Projects and Status updates
  - a. Eric discussed some recent issues pointed out by the State Fire Marshal. He also described how items will be addressed.
  - b. The Pioneer Museum had a structural engineer review suspected structural issues. He will provide his report in the next couple of days. The outlook looks good, but will depend on the written report once it is provided.
  - c. Sharon Holnback offered to help with researching the process of bat removal for Pioneer and getting us in touch with a bat removal expert. Eric will send her details on the current bat situation at Pioneer.
  - d. Rick Powers requested to see copies of the Quadrennial Reports for the buildings.
10. The next Buildings and Properties Committee meeting is scheduled for June 9, 2021 at 1:30 p.m. via Zoom.

Meeting was adjourned at 2:23 p.m.