

**Meeting Minutes of the  
Buildings and Properties Committee of the  
Board of Directors of the  
Arizona Historical Society  
Wednesday, June 23, 2021**

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

1. Call to Order – By Chairman, Tom Rose at 1:33 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 Rick Powers
  - b. Staff present electronically was: Eric Gonzales
4. Introductions – A brief welcome was given.
5. Approval of minutes of prior meeting-
  - a. April 28, 2021 minutes were approved with a motion by Denise Bauer and seconded by Tom Rose.
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 still in the final approval phase of engineer drawings.
      2. The Lobby air handler project is having new drawings to design a system that will fit inside the building in pieces to be installed inside the HVAC room..
    - ii. Tempe
      1. The Main Chiller project is 100% complete.
      2. The Pavilion HVAC units were installed and are operational. The system is now on the building control system and Jan will be trained on the digital control system on Thursday.
    - iii. Yuma
      1. The roof work will begin on July 12 and should be completed by July 21.
    - iv. Flagstaff
      1. The electrical project had a start date of June 4th, but there was confusion between the ADOA rep and the subcontractor doing the installation. The ADOA Rep needs to have an electrical engineer look at the project prior to the project commencing.
      2. The work on the outdoor buildings started and is in progress. Panels are being replaced and will then be coated with a

protective sealant. The Doney roof ceiling and roof will be the last to be replaced.

8. Review of CIP process
  - a. CIP is complete but in draft mode awaiting approval from Senior Staff. Once approved, Eric will share it with the Committee.
9. Review of overall Maintenance Projects and Status updates
  - a. Eric discussed all of the minor issues that have been resolved in Flagstaff. Only a couple minor issues remain and will be remedied next week.
  - b. Eric discussed the progress made with the Downtown History Museum move out. Artifacts were placed in custom made crates and placed on pellets before moving them to AHM. The move took 6 trips back and forth. All went well. The keys will be handed over on June 30th.
  - c. Eric discussed progress made at Fort Lowell. He will be able to deep clean the museum Friday and/or Monday and will be ready to hand over the keys on June 30.
10. The next Buildings and Properties Committee meeting is scheduled for August 4, 2021 at 1:30 p.m. via Zoom.

Meeting was adjourned at 2:24 p.m.