

**Notice of Public Meeting of the  
Board of Directors of the  
Arizona Historical Society**

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

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the Arizona Historical Society and to the general public that the Board of Directors of the Arizona Historical Society will hold a regularly scheduled meeting, open to the public, on **Monday, July 12, 2021, at 12:00 p.m., virtually**. Note: Members of the Board of Directors of the Arizona Historical Society will attend telephonic, video or internet conferencing.

Board Members and members of the public must register in advance of the meeting. Click <https://us02web.zoom.us/meeting/register/tZ0rcOGtrz4uHNBS2Ur8qEh7FTBGGHigA-9D> to register. You will receive a confirmation email with the meeting link. The meeting will be activated 10 minutes prior to the 12:00 p.m. start time.

**Agenda**

1. **Call to Order** – President Linda Whitaker.
2. **Roll Call** – Recording Secretary – James Burns (for Bruce Gwynn)
3. Discussion and action, if any, to **approve the draft Minutes** of the June 18, 2021, Board of Directors meeting.
4. **Call to the Public** – Consideration and discussion of comments from the public. Members of the public wishing to address the Board should identify their interest at this time via the chat box. Those wishing to address an item on the agenda will be called upon when that item is being discussed and given up to five minutes. Those wishing to address an item not on the agenda will be allowed up to three minutes. Such items may not be discussed by the Board but may be directed to Staff for study and consideration at a later date.
5. **Action Item Recommendations by the Governance Committee:** Discussion and vote on items recommended by the Governance Committee from two May 2021 meetings

Discussion and action to approve recommendations to Bylaws:

- a. Composition of Executive Committee

Recommend ten members on this committee due to increased Board oversight, compliance and reporting responsibilities as well as ongoing changes in the museum industry. This committee is also responsible for Board Orientation of new appointees.  
Recommended language:

Amend Bylaws (Art. IX Sec. 1.A.) to state that “The Executive Committee of the Board of Directors shall be constituted of not more than **nine-ten** members including the President, Vice-President, Secretary, and Treasurer of the Society.

b. Role of Finance Committee in tracking compliance of state sunset audit findings

Recommend adding an explicit task for the Finance Committee related to the state sunset audit

Recommended language:

Amend Bylaws (Art. IX Sec. 1.D.) as follows:

The Committee shall have the responsibility to make recommendations and advise the Board of Directors on matters involving the financial policies, budget, and finances of the Society consistent with and in compliance with statutes and regulations of the State of Arizona **including tracking of Sunset Review recommendations and compliance.**

c. Role of Library & Archives Committee in tracking compliance of state sunset audit findings

Recommend adding an explicit task for the Library and Archives Committee related to the state sunset audit

Recommended language:

Amend Bylaws (Art. IX Sec. 1.B) as follows:

The Committee shall provide information to the Board of Directors regarding the Society's collections. The Committee shall review policies for collecting, accessioning, and deaccessioning Society collections to the Board of Directors. The Committee shall coordinate and monitor board approved policies with the Society's Executive Director and appropriate Board Committees **including tracking Sunset Review recommendations and compliance.**

**Improving the board officer nomination and election process**

Goal:

Increase transparency of the AHS board officer nomination and election process by establishing a timeline for nomination and election of officers.

Suggested changes to be reflected in the bylaws

1. Nominating committee of at least three volunteer Board members, who are not running for Board office, coordinates nominations for board officers and presents a slate of candidates to the full board not later than 60 days prior to the annual meeting
2. Nominations from the floor (board members in attendance) will be taken at that meeting, but not after
3. Nominating committee will present the final slate of officer candidates to the board and to the membership 30 days prior to the annual meeting

4. Public posting of the slate of candidates should be augmented by other member communications channels (email, for example) to further increase transparency
5. Officers are elected at the annual meeting
  - a. The board will work with AHS staff on an appropriate method of holding the vote to ensure only members in good standing are participating

6. **Executive Session – Discussion of personnel matters.**

7. **Announcements** and other matters for consideration in future board or committee meetings.

2021 AHS Board meetings:

August 20, 2021 – Virtual

October 15, 2021 – Location to be determined

December 17, 2021 – Location to be determined

2021 AHS Executive Committee meetings:

Monday, July 26, 2021

Monday, August 23, 2021

Monday, September 27, 2021

Monday, October 25, 2021

Monday, November 22, 2021

Monday, December 27, 2021 (tentative)

Adjournment

Dated this 8<sup>th</sup> day of July 2021

Arizona Historical Society



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Linda Whitaker, Board President

*The Arizona Historical Society does not discriminate on the basis of disability in the administration of its program and services as prescribed by Title II of the Americans with Disabilities Act of 1990, as amended, and Section 504 of the Rehabilitation Act of 1973, as amended. Persons with a disability may request a reasonable accommodation such as a sign language interpreter or alternative formats, by contacting AHS Administration at 520-617-1169. Requests should be made as early as possible to allow time to arrange for the accommodation.*