



**Minutes of Public Meeting of the
OUTREACH COMMITTEE of the
Board of Directors of the Arizona Historical Society**

A meeting of the Outreach Committee of the Arizona State Board of Directors was held on **Friday, August 13, 2021, at 1:00 pm.**

Agenda

1. The meeting was called to order by Chairperson, Tom Foster, at 1:03 p.m.
2. Roll was called by Tom Foster:
Present via Zoom were board members Robert Ballard, Lorna Brooks, Janice Bryson and Sherry Rampy.
Staff present via Zoom were Tawn Downs, V.P. Marketing, Communications and Revenue Enhancement, and Nicola Brownlee, Administrative Services, and Tamara McElwee, Program Project Specialist.

Board member Sherry Rampy was welcomed as a new member to the Committee.

Tamara McElwee, who has replaced Nicola, was introduced to the Committee. Tamara will be providing administrative assistance for the Certified Historical Institution program.
3. Call to the Public by Tom Foster. There were no members of the public present.
4. Discussion and action, if any, to approve the minutes of the February 16, 2021 Outreach Committee Meeting.
Brooks advised that the minutes incorrectly reflect that she both moved and seconded the motion to approve the Certification recommendations. Minutes to be corrected to reflect that Tom Foster seconded the motion.

Ballard moved to approve corrected minutes. Brooks seconded the motion.
Motion passed unanimously.
5. Discussion and action, if any, of Certified Historical Institution FY 21-22 Grant Applications.
The committee reviewed the grant applications.
A total of 27 grant applications in the amount of \$45,861.10 were received

Committee reviewed each application for conformity to guidelines, impact to the community and alignment with AHS mission and values.

After discussion and agreement on the determination of awards, Downs read the summary of grant awards as discussed. Recommended awards total \$38,000.

Janice Bryson moved that the committee approve the grants as read and present to the Board at the August 20 board meeting. Sherry Rampy seconded the motion. Motion passed unanimously.

6. Additional Agenda items as needed.

Committee discussed modifying the Grant Application form in the future to include a statement recommending that the inclusion of detailed budget information and documentation such as quotes, will assist the Committee in assessing the project. Downs agreed that this might be helpful and will incorporate into the next grant application form.

Downs offered that she will set up a Zoom session at the beginning of the next grant cycle to provide guidelines and tips to assist Certified in applying for grants. The Committee agreed this was a good idea.

7. There being no further business, the meeting was adjourned by Tom Foster at 3:02 p.m.

Dated this 13th day of August, 2021.

Arizona Historical Society

Tom Foster

Tom Foster, Outreach Committee Chair

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