

**DRAFT Minutes of Public
Meeting of the Executive
Committee of the Board of
Directors of the Arizona
Historical Society**

March 25, 2022

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

Agenda

1. **Call to Order** –Whitaker called the meeting to order at 11:05 a.m.
2. **Roll Call** – Whitaker
Present: Robert Ballard, Desirae Barquin, Deborah Bateman, Bruce Gwynn, Tom Foster, Jim Snitzer, Ileen Snoddy, Kelly Corsette

Staff present: David Breeckner, Tawn Downs
3. **Minutes** - Discussion and action, if any, to approve the draft Minutes of the January 24, 2022, Executive Committee meeting.

Bateman moved to accept the minutes as presented.
Seconded by Gwynn
Motion passed unanimously
4. **Call to the Public** – There were no members of the public present.
5. **Strategic Planning Interim Approach** - Breeckner. Overview, Timeline, Board Expectations

Breeckner reviewed the planned approach to the interim strategic plan. The current goals remain the same, however some changes to specific strategies and objectives will be incorporated. These represent new approaches, informed by new opportunities or threats (internal and external), but directed toward the same destination.

Bateman identified gaps in requested information, specifically benchmarks and a practical timeline. Breeckner responded the plan is still in draft mode and currently provides an overview on directives but lacks project milestones and a completion schedule. It will be finalized and updated to the Executive Committee in the next few weeks.
6. **AHS Organizational Restructuring** - Breeckner. Interim report on upcoming and proposed changes to AHS organization structure.

Breeckner provided a high-level overview of the proposed restructure. The proposed plan requires additional funding for salary and benefits in the amount of \$47,335 annually. Breeckner and Finance are reviewing the budget to determine where these funds will come from.

Breeckner emphasized that his objectives with this plan were to create consistency in titles, establish clear reporting lines, and provide an increase in base pay to support recruitment and retainment – within budget constraints – to make AHS more competitive.

Bateman asked if succession planning was part of the restructure. Discussion about the new organization and what role was the most appropriate to designate as the successor. In many organizations it is the Deputy Director. That role has now been eliminated at AHS. The next highest-ranking position in the organization is the Development Director. It was pointed out that the particular skills that make a Development Director successful are not necessarily the skills required to manage Operations. Breeckner agreed and will consider the matter going forward.

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

There were no additional announcements.

Executive Committee Schedule: Noon and Virtual unless announced otherwise

April 25, 2022

May 23, 2022

June 20, 2022

July 25, 2022

August 22, 2022

September 26, 2022

October 24, 2022

November 28, 2022

*December 19, 2022 (tentative)

Upcoming AHS Board Meetings: Noon and Virtual unless announced otherwise

May 27, 2022

July 29, 2022 – in person, Flagstaff Annual and Board Meeting

September 30, 2022

*November 18, 2022, third Friday at noon (tentative)

Meeting adjourned at 12:04 p.m.

Dated this 29th day of March 2022

Linda A. Whitaker

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.