

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

September 25, 2023

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 **Executive Committee** of the Board of Directors of the Arizona Historical Society will hold a regularly scheduled meeting, open to the public, on **Monday, September 25, at 12:00 p.m.**

Note: This meeting will be held virtually. Board Members and members of the public interested in participating virtually must register in advance of the meeting. To register click this link:

https://us02web.zoom.us/meeting/register/tZEucu2vrzMrGNXcLRn_gzJURPAXR7vNzwA0

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** – Secretary Colleen Byron
- 3. Minutes** - Discussion and action, if any, to approve the draft Minutes of the August 28, 2023, Executive Committee meeting.
- 4. Call to the Public** – Consideration and discussion of comments from the public. Members of the public wishing to address the Committee 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 Committee but may be directed to Staff for study and consideration at a later date.
- 5. Status of Board Appointments** – David Breeckner, Linda Whitaker
 - a. No updates; awaiting response from AZ Boards & Commissions.
- 6. Board Update** – David Breeckner
 - a. Board Officer Slate for 9/29/23 elections will not include a candidate for Treasurer. A final call for nominations will be made from the floor during the Annual Meeting, and

members will be invited to write-in candidates.

7. Finance Committee Update – Gene Kunde and David Breeckner

- a. Due to a lack of materials to present, the Finance Committee did not meet in August. Arizona Financial Information System (AFIS) did not close out July and August reporting periods until September 6, delaying access to financial data.
- b. The YTD budgets for July and August were reviewed at the September meeting, but the early reporting period makes consideration of the future FY24 close difficult. Discrepancies were identified by the Finance Committee in the CSB-generated reports from the approved FY24 budget; AHS will follow-up.
- c. Signature authority with CSB was delayed in August. AHS worked with alternate State agencies to authorize Melba Davis to serve as acting signature authority to approve invoices; this was made possible through recent updates to the change to AZPerforms from past State reporting structures. CSB will retain signature authority to provide secondary support, but has a 5-day turnaround time. The future CFO will also have signature authority.
- d. The first two quarterly payments for FY24 have been issued. The quarterly payment has been increased from its \$1,250 sum from 30 years prior to \$1,850.

8. Outreach Committee Update – Sherry Rampy

- a. The Outreach Committee voted to delay its vote on CHI grant awards, pending a revised budget based on the current FY24 budget. An amended budget has since been provided to the Committee; a provisional online vote will be conducted ahead of the September State Board meeting, pending a full approval at their 10/11/23 meeting. An action item has been included in the State Board agenda.

9. Director's Update – David Breeckner

- a. Core Documents Update (see attached)
 - 1. FY25 budget submission
 - 2. IT Strategic Plan
 - 3. Legislative Outreach Packet
- b. Status of Hires/Departures
 - 1. Vincent Bradley hired as new Assistant Deputy Director (Tempe)
 - 2. Flagstaff AA3 position undergoing interviews
 - 3. CFO position undergoing interviews but [still open](#)
 - 4. Flagstaff Manager position [now open](#)
 - 5. Exhibits Preparator position (Tempe) [still open](#)
 - 6. Yuma Manager position undergoing review at State Classifications.

7. NHD Coordinator position finalizing submission to State Classifications.

c. New Facilities Development

i. Update on AHC Tempe annex.

ii. Update on new Tucson museum.

d. Annual Meeting update (see attached)

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

Dated this 23rd day of September, 2023.

Arizona Historical Society



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.

Upcoming Executive Committee Meetings

Noon and Virtual unless announced otherwise

Click the date to register for the meeting; all meetings are hosted are live-streamed via Zoom

[September 25, 2023](#)

[October 23, 2023](#)

[November 27, 2023](#)

Upcoming State Board Meetings

Noon and Virtual unless announced otherwise

Click the date to register for the meeting; all meetings are hosted are live-streamed via Zoom

[September 29, 2023](#) – AHS State Board Meeting

[September 29, 2023](#) — Annual AHS Meeting of the Membership; 1:45-6pm

[November 24, 2023](#)