

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

**January 27, 2023**

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

**Meeting Minutes**

1. **Call to Order** at 12:03– Linda Whitaker

2. **Roll Call** – Colleen Byron

**Present**- Robert Ballard, Desirae Barquin, Deborah Bateman, DeNise Bauer, Wynne Brown, Colleen Byron, Kelly Corsette, Diane Dorbka, Linda Elliot-Nelson, Tom Foster, Bruce Gwynn, Matthew Hernando, Sharon Holnback, Gene Kunde, Richard Powers, James Snitzer, Ileen Snoddy, Valerie Welsh-Tahbo, Linda Whitaker

**Not present**- Sherry Rampy, Greg Scott

**Staff**- David Breeckner, Mel Davis, Vanessa Fajardo, Kaydi Forgia, Salessia McGowan, Carole McQueen, Kyle Morey, Kristen Rex, Jose Rodriguez, Rebekah Tabah, David Turpie

3. **Minutes** - Discussion and action to approve the draft Minutes of the November 18, 2022 State Board meeting.

**Motion to approve**- Wynne Brown

**Second**- Colleen Byron

**Unanimously Approved**

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.

**Public in attendance**

- Members of NAPHS- represented by Gwynne Groth - Wishing to speak on the reopening and staffing at Pioneer Museum (Item # 8.b.)
- Douglas Sydnor (representing AAF, Item #6)
- Rikki Riojas, Rachel Pollack, Henry Brean, Peter Runge (observers)

5. **Sosa Carrillo House** – David Breeckner; Marjorie Becklund and Valerie Marciano (Attorney General’s Office)

**Closed Session** starting at 12:10 PM for Board inquiry of Purchase Agreement legal details. Closed session ended at 12:51 PM.

**Public Discussion** - No Comments

**Action Item:** Motion to approve the Purchase Agreement submitted by Rio Nuevo for Sosa Carrillo House in Tucson subject to adding a clause about insurance coverage for buyer and seller. - *Linda Whitaker*

Insurance coverage clause; Subject to confirmation of insurance with no less than representation of the buyer's responsibility for property damage, use, and liability during the period of their ownership.

– *Diane Drobka*

**Added Note:** By definition, the Arizona Historical Society and Rio Nuevo are state agencies. As such, they are self-insured by the State of Arizona under the Risk Management Division. Included here for current and future reference

[https://staterisk.az.gov/sites/default/files/2022-04/Who%20is%20Covered%20%28web%20page%29%2011\\_19\\_08.pdf](https://staterisk.az.gov/sites/default/files/2022-04/Who%20is%20Covered%20%28web%20page%29%2011_19_08.pdf)

A.R.S. §41-621 states that the Department of Administration shall obtain insurance or self-insure, the State and its Departments, Agencies, Boards and Commissions and all officers, agents and employee thereof against liability for acts or omissions of any nature while acting in authorized governmental or proprietary capacities and in the course and scope of employment or authorization. Liability coverage is also extended to volunteers acting at the direction of State officials, and within the course and scope of their state-authorized activities (R2-10-107B). The State self-insurance is excess of any other valid and collectable insurance (41-621C). The following guidelines were developed by the Attorney General’s Office based on AG Opinion 190-009 of 12/27/90, and used by the Risk Management Division to determine whether a specific entity is a State Agency, Department, Board or Commission or “such others as may be necessary to accomplish the functions or business of the State” and thus are eligible for coverage under the State Risk Management Program: The Agency, Board, or Commission must be a branch of State government, or an office, division, department, or entity into which State government is divided. Branches of State government include those entities of the State subject to legislative review and sunset legislation, pursuant to A.R.S. §41-2361 through §41-2379. The State Legislature is the funding source for the Agency, Board, or Commission. 2 The Agency, Board, or Commission exercise Statewide powers, as oppose to district, county, city, or other local powers.

**Motion to approve-** Colleen Byron

**Second-** Gene Kunde

**Vote to approve by roll call (Y- yay, N- nay):** Robert Ballard- Y, Desirae Barquin- Y, Deborah Bateman- Y, DeNise Bauer- Y, Wynne Brown- Y, Colleen Byron- Y, Kelly Corsette- Y, Linda Elliott-Nelson- Y, Tom Foster- Y, Bruce Gwynn- Y, Matthew Hernando- Y, Diane Dorbka- Y, Sharon Holnback- Y, Gene Kunde- Y, Richard Powers- Y, Jim Snitzer- Y, Ileen Snoddy- Y, Valerie Welsh-Tahbo- Y, Linda Whitaker- Y

**Approved Unanimously** by those present

**6. Arizona Architecture Foundation (AAF) – Doug Sydnor and Rebekah Tabah**

Organizational introduction and partnership proposal.

- Doug Sydnor presented a PowerPoint outlining AAF background and issues of preserving architectural drawings pre-1985 and the proposed partnership.
- Draft letter of AAF proposal also shared with Board members.

**Discussion:** Brief conversation followed about the benefits of the proposal, the loss of historically relevant architectural materials in Arizona, the shortage of storage space (statewide and nationally), and how the public would have access to the repository. Linda Whitaker asked the State Board for a show of hands for interest in continuing the conversation and follow up at a later date. Board members unanimously supported exploring this partnership further.

**7. Board Update – Linda Whitaker**

- Introduction and welcome of new members: Diane Drobka (Graham County) and Dr. Matthew Hernando (Yavapai County) who completed their orientation on January 20, 2023.
- Greenlee County School District will be advertising Board vacancy opportunities on its Facebook page.

**8. Committee Reports**

**A. Finance Committee – Jim Snitzer and David Breeckner**

- FY23 December Financials. David Breeckner updated the board: The preliminary reports distributed in Board meeting packet cover October, November and December, 2022. The report was generated from AFIS data and is a partial report. Central Services Bureau (CSB) will provide monthly reports going forward. The first report generated by CSB is missing the front sheet that provides the YTD breakdowns. The new format will consist of YTD breakdown and an easy to interpret breakdown of all financial data.
- Central Services Bureau (CSB) contract. David Breeckner relayed to the board that a contract with CSB is cost effective vs. hiring part-time staff at a cost of \$7,000 annually.

**B. Collections Committee- Rebekah Tabah**

- Rebekah Tabah presented the deaccessions PowerPoint reviewed and approved by the Board Collection Committee.

**Action Item:** Motion to accept AHS staff and Collections Committee recommendations for deaccession.

**Motion to approve-** Bruce Gwynn

**Second-** Wynne Brown

**Unanimously approved**

- Discussion followed: Diane Drobka asked Rebekah to outline the deaccession process. Rebekah outlined the criteria for deaccessioning and added that AHS partners are contacted if the item under consideration for deaccession may concern them. *Question:* Were any of these objects from the Pioneer Museum? *Answer:* No. None of the items under consideration today were related to Arizona history.

**9. Director's Update – David Breeckner**

**A. Capital Campaign**

- The RFP “did not find sufficient information to make a recommendation and award, and the solicitation has been withdrawn.”
- Review of Executive Committee discussions.
- The fundraising issue was moved to the Finance Committee for further discussion. Linda Whitaker cautioned that the discussion will begin with the Finance Committee but will likely require wider Board/community participation.

**B. Status of hiring/impact on museums**

- Internal promotions: Rebekah Tabah to Assistant Director, Jenny Pennington to Flagstaff Operations Manager
- Public Discussion: NAPHS represented by Gwynne Groth- It is important for the Pioneer Museum (PM) staff to understand the community. Permanent staffing is ideal and NAPHS has concerns for the quick turnaround of intern staffers. NAPHS stated that intern staffing is not sustainable. The most important issue is getting PM opened with updated signage and sustainable staffing. Jenny Pennington is a start but there is more work to do. NAPHS asked if AHS had a timeline reopening of Pioneer Museum. David Breeckner addressed the concerns and thanked NAPHS for attending the meeting. He acknowledged the recent NAPHS letter of concern stating many of the issues expressed at the meeting. This has been distributed to Board members. David continued with a potential timeline for the full reopening of Pioneer Museum. This Spring will be a beta test of the intern program partnership with NAU with a complete program installed this Fall. The intern assignment is a full year and the interns are housed by NAU. This model can provide opportunities for growth and is cost effective. AHS has struggled to recruit quality staff due to the higher cost of living in the general Flagstaff area. David stated that AHS is happy to work with NAPHS to research housing for Pioneer Museum staff. AHS staff will continue rotate through PM until Jenny's anticipated start date in March 2023. The rotation will be similar to Fall and Winter 2022, with AHS staff hoteling nearby and opening PM most Thursdays and Fridays, 10 AM- 2 PM. There are several options AHS is looking into to address housing/ hoteling costs for AHS employees. David thanked NAPHS for their patience while AHS

continues to address the reopening of Pioneer Museum and stated that there would be a follow up with a more concrete timeline after the meeting.

- Introduction and welcome to Statewide Facilities Coordinator, Jose Rodriguez.

### **C. Strategic Plan**

- Presentation of “Small Committee” completed draft.
- Review of next steps and future deadlines.
- Board members and AHS Staff have received a draft copy of the interim strategic plan. This interim plan was created to address the changes to operations after the peak of the pandemic. The board and staff have been asked to review and submit comments by February 8<sup>th</sup>. The AHS Administrative staff will compile the comments and prepare a revised draft for the State Board to review at the next scheduled meeting in March. AHS Chapters and support groups will also be sent the plan for their feedback.

### **D. Molina Block Ag. Exhibit**

- Procurement determined no State RFP is required to proceed, based on YCHS’ financial role in the project.
- Non-state RFP materials has been developed by AHS and provided to YCHS for solicitation to design-build firms; selection will be a joint decision.

### **E. Director’s Priorities for 2023**

- Extended museum hours state-wide
- Reopen Pioneer Museum with full resolution to staffing difficulties
- Complete filling of existing vacancies; continue internal restructuring efforts
- Oversee new collections storage solutions at AHC Tempe and AHM Tucson
- Contract services for Molina Block Ag. Exhibit and finalize funding
- Leverage state and agency resources to develop funding and schedules for care of AHS historic sites
- Oversee successful completion of 2023 Sunset Audit
- Grow revenue and community engagement through public events, education, visitation, and gift shops
- Expand relations with State Legislature and Governor’s Office

### **F. Sunset Audit – Committee of Reference (COR) update**

- Members of the House conduct hearings in odd years
- COR members assigned to AHS Audit are from the House Government and Elections Committee and from the Senate Natural Resources and Energy Committee. See “Sunset COR 2023” attachment for details. There has been no official contact from these committees to date.

## **10. Announcements**

No announcements

## **11. Adjournment – 2:40 PM by Linda Whitaker**

Dated this 2nd day of February 2023.

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.*

Executive Committee Schedule: Noon and Virtual unless announced otherwise Click the date to register for the meeting

All meetings are hosted are live-streamed via Zoom

[February 27, 2023](#)

[March 27, 2023](#)

[April 24, 2023](#)

[May 22, 2023](#)

[June 26, 2023](#)

[July 24, 2023](#)

[August 28, 2023](#)

[September 25, 2023](#)

[October 23, 2023](#)

[November 27, 2023](#) [December 25, 2023](#) \*Tentative

Upcoming AHS 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

[March 31, 2023](#)

[May 26, 2023](#)

[July 28, 2023](#)

[September 29, 2023](#)

[November 24, 2023](#)