



FLAGSTAFF | TEMPE | TUCSON

August 26, 2024

**DRAFT- MEETING MINUTES OF THE ARIZONA HISTORICAL SOCIETY STATE
BOARD OF DIRECTORS EXECUTIVE COMMITTEE**

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

- Motion to approve July 2024 meeting minutes as written. [Linda Whitaker, Jim Snitzer. Motion approved.]

Minutes

1. **Call to Order – By President Linda Elliott-Nelson at 12:04 PM**
2. **Roll Call – Linda Elliott-Nelson**
 - a. **Present:** Linda Elliott- Nelson, Linda Whitaker, Desirae Barquin, Jim Snitzer, Robert Ballard, Kelley Corsette, DeNise Bauer at 12:08 PM
 - b. **Absent:** Deborah Bateman
 - c. **Staff:** David Breeckner, Vince Bradley, Jace D, Vanessa Fajardo, Rebekah Tabah-Percival, KD Forgia
3. **Minutes** - Discussion and action, if any, to approve the draft minutes of the [July 22, 2024 meeting](#).
 - a. Linda Whitaker, Jim Snitzer. Motion approved.
4. **Call to the Public – Linda Elliott-Nelson**
 - a. No public in attendance
5. **Yuma Transfer –Linda Elliott-Nelson, Bruce Gwynn, David Breeckner**
 - a. Update on transfer of Sanguinetti House & Gardens, Mellon Building, and Molina Block.
 - State and City attorneys are working together to complete the title deed for the property. The transfer is on schedule and will meet the September 14, 2024 deadline.
 - b. Update on AHS collections and current & future loans
 - Loan paperwork is being updated and should be completed by September 14th.
 - c. Update on AHS Historic Sites grant to YCHS
 - Final grant disbursement has been sent to YCHS; grant concludes 9/14/24/.
6. **Flagstaff Discussion Group – Kelly Corsette**
 - a. Update
 - Stake holder interviews near completion. Next major step is to coordinate with the Coconino County discussion group and conduct a joint meeting. More research is necessary to determine which discussion group is the appropriate host. A question was raised regarding how often the Pioneer Museum property is being physically checked by AHS Staff. David Breeckner relayed that the Facilities team

is on property at least once a month and Rebekah Tabah- Percival relayed that the LACEE team is checking on the archives and collections stored on property frequently.

7. Board Training Workshop – Kelly Corsette

- a. On 8/21/24, the Virginia G. Piper Charitable Trust (VGPCT) offered a free, all-day workshop titled “A Board’s Role in Fundraising.” In attendance were Kelly Corsette, Vince Bradley, and David Breeckner.
 - Kelley, Vince and David shared that there were many topics discussed at the workshop that would be beneficial to all State Board members. The VGPCT has more workshops planned, an offer to include interested Board members present in opportunities to attend was extended by David.

8. Nominations Committee – Desirae Barquin

- a. Update; A call for additional committee members was made. Desirae requested a Board Roster from AHS Staff to expedite contacting Board member; KD Forgia, AHS ESA, will send an updated AHS State Board roster to Desirae after the conclusion of the meeting. A target date for nominations has not been established, Desirae committed to meeting the deadline once on is set.

9. Finance Committee - Linda Whitaker, David Breeckner

- a. FY24 closeout
 - Revenue: **\$4,241,518.22** (planned \$4,471,422).
 - Expenditures: **\$4,232,198.51** (planned \$4,955,431).
- b. Review of FY25 budget
 - Estimated revenue: **\$4,347,800.00**. Estimated expenditures: **\$4,533,074.45**.
 - Crosswalk appropriation report received – no additional changes.
 - OSPB & FY26 CIP
 - David Breeckner relayed that AHS has requested ~\$68m in CIP with ~\$15m set aside for the Tempe Annex, ~\$3m going towards regular facility repairs and the remaining (~\$50m) for a new building in Tucson. FY25 and FY26 will focus on repairs at the O’Brown House in Tucson and other high priority maintenance across all AHS properties. ADOA is supportive in moving these projects forward.
- c. Review of FY26 budget

- Total estimated revenue: **\$4,362,300.00**. Total estimated expenditure: **\$4,547,494.45**.
- No changes since last report; due to submit by 9/3/24.

10. Outreach Committee – David Breeckner

- a. CHI grants for FY26 reviewed & recommended to AHS State Board for approval by virtual vote in September, and to be confirmed at the latter’s October meeting. This provides staff adequate time to notify and work with award recipients for an October release.
 - Historically appropriated budget allowed AHS to disperse \$33-\$39k in grants. This cycle AHS can disperse \$34k in grant monies to the CHI program.
 - AHS State board will review and vote to approve or deny the recommendation put forth by the Outreach Committee via an online poll. This poll will be available prior to the October State Board meeting. Results will be enacted at the October meeting.

11. Annual Meeting Update – David Breeckner, Linda Elliott-Nelson

- a. Venue, Date, Budget Estimates
 - The annual meeting is scheduled for Friday, October 18, 2024, in Tempe tentatively at noon.
 - Sponsorships are being pursued by AHS Staff.

12. Director’s Report – David Breeckner

- a. Hiring & Retention
 - AHS has selected a candidate for the CFO position; in-process of extending an offer.
 - AHS has selected a candidate for the Tucson archivist position; in-process of extending an offer.
 - Headcount approved & increased to 43 + 1 (contract worker), from previous 36.
 - Other updates; Board-approved salary increases from last fall were approved by the State and went into effect for all relevant staff in the last pay period. All affected staff have been individually notified.
- b. Board & Staff training day: 8/21/24 Piper Trust “A Board’s Role in Fundraising”

13. Announcements and considerations in future board or committee meetings.

- a. David Breeckner- Summer Museum hours will end on August 31st. The museums will be closed Saturday, August 31st and Monday, September 2nd, in observation of the upcoming holiday.

14. Adjournment called by Linda Elliott-Nelson at 12:41 PM

Arizona Historical Society State Board of Directors
Linda Elliott-Nelson, Board President

DATE: August 28, 2024

Upcoming Executive Committee Meetings
Noon and Virtual unless announced otherwise

Please use the following link as a hyperlink to solicit online registrations. It has been set up to work (individually) for all Executive Committee meetings in 2024.

<https://us02web.zoom.us/meeting/register/tZUlc-2hgDIsG9QarPDKi819C7uUohXboP9Q>

August 26, 2024; September 23, 2024; October 28, 2024; November 25, 2024; December 30, 2024 (to be discussed)

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October 18, 2024 (rescheduled from September); December 6, 2024