

---

**August 20, 2024**

---

**DRAFT – MEETING MINUTES OF THE ARIZONA HISTORICAL SOCIETY  
STATE BOARD OF DIRECTORS FINANCE COMMITTEE**

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

**Minutes**

1. **Called to Order** by AHS Treasurer/ Finance Chair Linda Whitaker at 9:05 AM
2. **Roll Call** - Linda Whitaker
  - a. **Present** – Jim Snitzer, Richard Powers, Sandra Navarrete, Linda Whitaker
  - b. **Absent** – Bruce Gwynn
  - c. **Staff** – David Breeckner, Jason Mihalic, Vince Bradley, KD Forgia
3. **Minutes** - Discussion and action, if any, to approve the draft minutes of the [July 16, 2024 minutes](#). [ Motion: Sandra N, Richard P. Motion approved]
4. **Call to the Public** – Linda Whitaker
  - a. No public present
5. **AHS Financial Update**- David Breeckner
  - a. AHS Organizational Updates: CFO & Assistant Deputy Director
    - i. AHS has selected a candidate for the CFO position; in-process of extending an offer. Sebastian Alt has transitioned to Deputy Assistant Director, the position vacated by Melba Davis.
  - b. AHS-State Updates
    - i. AHS held its Capital Improvement Plan (CIP) FY26 meeting with ADOA and other state representatives on 8/7/24 in Phoenix.
      - David Breeckner and Linda Whitaker expressed appreciation for the outstanding labor put forth by J. Rodriguez, the AHS Facility Lead, in completing the FY26 CIP request. It is more thorough than previous requests.
      - Brown House will be a CIP focus, with the top five priority CIP projects addressing a cluster of repairs and upkeep on

the property. ADOA is supportive of pursuing projects at the Brown House. The first floor Transportation Gallery at Arizona Heritage Center has been moved up the priority list due to immediate safety concerns. The floor has “lifted” up to 2 inches in some areas. It has been determined that the lift has not been caused by water damage.

- ii. AHS met with its new OSPB Analyst, Rudy Cen, on 8/9/24 at AHC Tempe. Talks focused on AHS’ financial needs, budget and operating structure, reserve accounts, and development goals.

c. Revenue, Expenditures, YTD

- i. CSB report presented to the committee via Zoom and emailed in meeting packet.
  - The CBS thirteenth month report showed Arizona Historical Society in the “black” by nearly 9k.
- ii. Revenue: **\$4,241,518.22** (planned \$4,471,422).
- iii. Expenditures: **\$4,232,198.51** (planned \$4,955,431).

d. FY25 budget

- i. FY25 Appropriations Report released by State on 8/8/24.
- ii. FY25 Crosswalk Appropriations Report published 8/5/24 and [posted online](#); see page 474.
- iii. The budget loadout was completed on August 21, 2024; staff is now processing “activating” the budget to resume payments and processing.

e. Draft FY26 budget

- i. AHS is working with CSB to prepare and submit its FY26 budget request by the 9/3/24 deadline. Efforts are on schedule, and no changes are anticipated before the deadline.

**6. Development Update** – Vince Bradley

- a. Report shared with the committee via Zoom and email.
  - i. Linda Whitaker expressed gratitude for the report and recommended that the committee continue monitoring AHS Development.

**7. Grants Update** – Jason Mihalic

- a. Report shared with the committee via Zoom and email.
- b. Discussion about future grants e.g working with Native Educators to create tribal

histories for 3rd graders; NEH submission pending for Fellowships; potential IMLS grants available for planning digitization

**8. Donations Management - How and When to Direct**

a. Friends of AHS met on 7/25 to continue the discussion from the Finance Committee's 7/16 meeting. They will work with Vince Bradley on a donor education guide, and develop an email, website, and supporting systems to increase the public's means of giving to them.

- Mailing address for Friends of AHS, Inc.  
1314 S Seventh Ave, Yuma, AZ 85364

**9. Announcements** and considerations in future board or committee meetings.

- a. David Breeckner - FY25 update to be presented to the Executive Committee on August 26, 2024
- b. Linda Whitaker – Noted that the new mailing address for Friends of Arizona Historical Society was incorrect and recommended that it be updated in the minutes.

**10. Adjournment called by Treasurer/ Finance Chair at 9:58 AM.**

Arizona Historical Society State Board of Directors

DATE: August 22, 2024

*Linda Whitaker*

Linda Whitaker, Treasurer and Finance Chair

Finance Committee Meeting Schedule  
Virtual unless announced otherwise

Next Meeting Dates	
<a href="#">September 17, 2024</a>	<a href="#">November 19, 2024</a>
<a href="#">October 15, 2024</a>	<a href="#">December 17, 2024(tentative)</a>



