

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

May 16, 2023

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

Minutes

- 1. Call to Order** – Committee Vice Chair Gene Kunde at 9:06 AM.
- 2. Roll Call** – Gene Kunde: Quorum confirmed.
 - a. Present- Jim Snitzer, Robert Powers, Sandra Navarrete, Gene Kunde, Colleen Byron
 - b. Absent- N/A
 - c. Staff- David Breeckner, Kaydi Forgia, Kyle Morey, Carole McQueen, Mel Davis
- 3. Minutes** – Action: Vote to approve the draft Minutes of the April 18, 2023 Finance Committee meeting as written.
 - a. Motion to approve the Draft Minutes of the April 18, 2023 Finance Committee meeting as written by Robert Powers
 - b. Second by Jim Snitzer
 - c. Unanimously Approved: Jim Snitzer- Aye, Colleen Byron- Aye, Gene Kunde- Aye, Robert Powers- Aye, Sandra Navarrete- Aye.
- 4. Call to the Public** – Gene Kunde
 - a. No Members of the Public present
 - b. Linda Whitaker- Nonvoting State Board Member
- 5. Committee Update** – Gene Kunde and David Breeckner
 - a. Ileen Snoddy has resigned from the AHS State Board and subcommittees.
- 6. AHS Financial Overview** – Carole McQueen and David Breeckner
 - a. April financial report- David and Carole gave brief overview of the report. David and Carole informed the committee that AHS is determined to close out all purchases by the end of May 2023. This will expedite the close out process in June 2023. AHS will have 7 days after June 30th, 2023, (July 7th, 2023) to reconcile the budget.
 - b. F-AHS April financial report – due to a transition in F-AHS Treasurers in April, the

monthly financial report has been delayed. AHS will follow up with the Finance Committee once F-AHS monthly financial report has been received.

- i. AHS received the final invoice from F-AHS for financial services relating to its account management for FY22 for \$1,500.00.

c. Initiative Updates – Carole McQueen

- i. AHS Investment Funds- David Breeckner and Carole McQueen reviewed the AHS Investment Funds with the committee.
- ii. AFIS function code reset- Carol McQueen informed the committee that AFIS function codes would reset once FY23 has been close out and will be executed in FY24 reporting.
- iii. CSB monthly reports- Carole McQueen and David Breeckner updated the committee on recent CSB staff transitions causing a delay in monthly reporting.

7. AHS FY24 budget- David Breeckner

- a. **Action Item** to approve draft FY24 budget, to be submitted for review by the full State Board at its meeting on 5-26-23.
 - i. Motion to approve draft FY24 budget, to be submitted for review by the full State Board at its meeting on 5-26-23 made by Colleen Byron.
 - ii. Second by Jim Snitzer
 - iii. Unanimously Approve: Jim Snitzer- Aye, Colleen Byron- Aye, Gene Kunde- Aye, Robert Powers- Aye, Sandra Navarrete- Aye.

8. AHS FY25 budget – David Breeckner

- a. Draft copy submitted to the Finance Committee for its preliminary consideration, with a full review and discussion planned for the 6-20-23 Finance Committee meeting. Action Item to approve the FY25 budget will be at the 7-18-23 Finance Committee meeting, for secondary review and approval by the State Board at its meeting on 7-28-23.
- b. The submitted budget has been provided to the Governor’s office for initial review and a scheduled meeting to discuss on 5-31-23; this meeting will inform if the current “robust” budget is viable or if an amended copy of FY24 would be better suited for submission.
- c. No action is needed by the committee at this time.

9. Announcements and other matters for consideration in future Board or Committee meetings.

- a. Gene Kunde- State Board Member, Deborah Bateman, has expressed interest in joining the Finance Committee.

10. Adjournment – Gene Kunde at 10:51 AM

Dated this 17th day of May 2023

Arizona Historical Society

Gene Kunde

Gene Kunde, Finance Committee Vice Chair

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Finance Committee Schedule: 9:00 a.m. and Virtual unless announced otherwise

Click the date to register for the meeting

All meetings are hosted live-streamed via Zoom

[June 20, 2023](#)

[July 18, 2023](#)

[August 15, 2023](#)

[September 19, 2023](#)

[October 17, 2023](#)

[November 21, 2023](#)

[December 19, 2023](#)

