

**DRAFT**

**Meeting Minutes of the  
Buildings and Properties Committee of the  
Arizona Historical Society Board of Directors**

**July 13, 2023**

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

**Minutes**

**1. Call to Order** – DeNise Bauer

**2. Roll Call** – DeNise Bauer

- a) Present- Matthew Hernando, Richard Powers, DeNise Bauer
- b) Staff- Melba Davis, Kaydi Forgia

**3. Approval of minutes** – DeNise Bauer

- a) **Action Item:** Approve meeting minutes from October 19, 2022
  - i) Committee Tabled approval of October 19, 2022 minutes.
- b) **Action Item:** Approve meeting minutes from June 1, 2023.
  - i) Motion to approve June 1, 2023, meeting minutes as written by Matthew Hernando and Richard Powers. Motion unanimously passed.

**4. Call to the Public** – DeNise Bauer

- a) No members of the public were present.

**5. Review of committee policies to clarify scope of duties and responsibilities**

- a) See page 10 #6 of the AHS State Board Policies; <https://arizonahistoricalociety.org/wp-content/uploads/2022/08/APPROVED-AHS-Board-Policies-7-29-22.pdf>
- b) **Action Item:** Inclusion of more specific language comparable to, “participation in determining new construction, site selection, review of architectural plans, monitoring CIP progress on major repairs, helping to determine CIP priorities.”
  - i) After an extended discussion of tone of language, definitions and the role the committee wishes to pursue a motion to table Action Item 5. b) was presented by Matthew Hernando and Richard Powers. Motion unanimously passed.
  - ii) Richard Powers volunteered to draft a revision to committee policies in regard to Property and Buildings Committee. This draft will be presented to P&B committee at the August meeting for review by members of the committee for approval or further revision.

**6. Review & Discussion of recent CIP-** Melba Davis

- a) Committee Assignments- No assignments delegated at this time
- b) Melba Davis provided a detailed update of the current CIP status. The committee viewed the CIP tracking document via screen share in Zoom. Committee members were appreciative of the update and asked that a simplified document be provided for review and discussion on a regular basis going forward.

**7. Schedule date for next meeting**

- a) Motions to schedule monthly meetings every second Thursday at 3 PM by Matthew Hernando and DeNise Bauer. Motion passed unanimously. Next P&B meeting is scheduled for August 10, 2023 at 3 PM.

**8. Adjournment** by Committee Chair Denise Bauer at 4:13 PM

Dated this 17th day of July, 2023

Arizona Historical Society

*DeNise Bauer*

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DeNise Bauer, Committee Chair

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Properties and Building Committee Meeting Schedule

Click the link to register

[August 10, 2023](#)

[September 14, 2023](#)

[October 12, 2023](#)

[November 9, 2023](#)

[December 14, 2023](#)