

July 22, 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.

MINUTES

- 1. Call to Order – By President Linda Elliott-Nelson at 12:04 PM**
- 2. Roll Call – Secretary Deborah Bateman**
 - a. Present- Linda Elliott-Nelson, Bruce Gwynn, Jim Snitzer, Linda Whitaker, Kelly Corsette, Deborah Bateman, Desirae Barquin, DeNise Bauer,
 - b. Absent- Robert Ballard
 - c. Staff- David Breeckner, Melba Davis, Vince Bradley, Rebekah Tabah-Percival, Jace Dostal, Venessa Fajardo, Kristen Rex, Chris Bradley, KD Forgia
- 3. Minutes - Discussion and action, if any, to approve the draft minutes of the [June 24, 2024 meeting](#).**
 - a. Motion passed unanimously to approve the meeting minutes as written. (Deborah Bateman, Bruce Gwynn)
- 4. Call to the Public – Those wishing to address the Committee must be recognized by the Chair.**
 - 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
 - Update and Discussion- Linda Elliot-Nelson informed the committee that she had met with Bruce Gwynn and the City of Yuma some time ago to establish a target date of transfer, September 14, 2024. This date is within the timeline specified by the legislature. Bruce Gwynn informed the committee that the property will be leased to Yuma County Historical Society (YCHS) from the City of Yuma. David Breeckner expressed congratulations toward the transition of operation status. The City of Yuma and AHS are consulting their legal

counsels to draft, sign and record the new deed with the County Records Office to move forward with the process.

b. Update on AHS collections and current & future loans

- Dr. Breeckner informed the committee that AHS Staff have been working with YCHS and other Yuma history organizations to possibly continue or extend loans ahead of the September 14th transfer date. AHS staff will be on-site in Yuma on 8/12 and 8/13 to oversee the final removal of all non-loaned State assets from the properties prior to their transfer.

c. Update on AHS Historic Sites grant to YCHS

- An update on the \$50k grant awarded last December was provided. YCHS will receive the second installment of \$25k in August and the remainder before the transfer date of September 14th. Bruce Gwynn asked for clarification on why the monies must be spent prior to the transfer. Dr. Breeckner explained that the grant was an award to support YCHS' stewardship of a state-owned property. With the transfer to the City of Yuma, the property is no longer a State property after September 14th and no longer qualifies for State support.

6. Flagstaff Discussion Group – Kelly Corsette

a. Update

- Update and Discussion- Kelly Corsette plans to schedule a talk with NAPHS next week and asked that Dr. Breeckner share institutional knowledge pertinent to the Pioneer Museum and Flagstaff stakeholders so that the discussion group would have up to date information ahead of talks with Flagstaff stakeholders. Linda Elliott-Nelson reminded the committee that Coconino County was also conducting stakeholder interviews and asked Kelly C if there was a summary of the data Coconino County had acquired. Kelly C will follow up and mentioned that the Coconino County discussion group would like to set a time to review and share available data in August. Desirae Barquin shared appreciation for the county group conducting interviews and talks parallel to the AHS discussion group. Dr. Breeckner shared a point of contact update with the committee; with Melba Davis' departure approaching at the end of the month, KD Forgia will serve as the intermediary point of contact for moving Flagstaff communication to the discussion group through a shared drive.

7. Finance Committee - Linda Whitaker, David Breeckner

a. Review of FY24 budget closeout

- EOY from June 2024 resulted in a positive **\$242,340** balance, but is subject to completion of the end-of-year and 13th month.

b. Review of FY25 budget

- Estimated revenue: **\$4,347,800.00**. Estimated expenditures: **\$4,533,074.45**.

c. Review of FY26 budget

- Total estimated revenue: **\$4,362,300.00**. Total estimated expenditure: **\$4,547,494.45**.
- Discussion and Update- Linda Whitaker reminded the committee that there are three major items going into the State Board meeting later this week, 1) FY24 close out 2) FY25 launch with pending crosswalk and 3) Approving FY26 budget. Linda W also commented on the possible surplus showing in FY24 close out numbers and asked Dr. Breeckner to expand on what was reported. Dr. Breeckner referred the committee to the Director's Report which will be discussed more fully at the State Board meeting. He also elaborated on the potential positive net budget of \$242,340 for FY24 close out letting the board know that is it currently an approximation. Linda W asked for more information in regard to FY25 and its anticipated crosswalk reductions. Dr. Breeckner indicated that a draft copy of the FY25 crosswalk was released by Governor Hobbs in January, which indicated an anticipated and additional \$20-25k crosswalk deduction to AHS' appropriated funds. The final adjustment has not been released and AHS is awaiting that number. Linda W moved forward with the agenda items and asked for more details regarding FY26. Dr. Breeckner shared the Draft FY26 Budget with the committee and informed the group that Sebastian Alt would attend the State Board meeting to dive deeper into the numbers on the draft budget. He went on to tell the committee that FY26 is, in essence, an extension of FY25 that assumes the agency's requests regarding payroll, salary and headcount are granted. These requests have been submitted and are currently waiting to be reviewed and commented on by the State Governing Board.

8. Annual Meeting Update – David Breeckner, Kaydi Forgia, Linda Elliott-Nelson

a. Recognition of Tom Foster

- Discussion- Linda Elliott-Nelson let the committee know that she had sent a virtual card on behalf of the AHS State Board expressing the condolences felt by the board members. A discussion regarding the best way to honor Tom at the Annual meeting was initiated. Board members and Staff members with close working relationships to Tom were mentioned as possible speakers. Jim Snitzer offered to enlarge a few photos of Tom to display at the Annual meeting. AHS staff will look through digital photos on file for photos of Tom.

b. Venue, Date, Budget Estimates

- Update and Discussion- KD Forgia provided an update on securing a site for the 2024 Annual Meeting in Flagstaff. At the time of the meeting KD had received one quote from a potential venue. The potential venue quoted the event rental at ~\$8900, this included a dinner package (~\$6500), A/V package and venue staffing (~\$1500), and various taxes. Other potential venues have yet to provide quotes. Many venues are booked on the selected date of October 26, 2024, or could not provide the space or technology necessary. The committee discussed the pros and cons of holding the 2024 annual meeting in Flagstaff. KD Forgia was asked to provide a comparison of costs for the event in Flagstaff vs. previous events held at Tempe to the full Board later this week. If moving the Annual Meeting to Tempe is approved it was suggested by the Executive Committee

to develop remote viewing parties at outlying locations for those with high interest in attending from afar.

9. Director's Report – David Breeckner

a. Outreach Committee update – CHI applications/renewals, CHI grants, Al Merito Awards

- The Outreach Committee is busy. All 2023 grant closeout reports have been received, with one requesting additional time to submit its full report. Details will be outlined in Jason's report. New grant applications for 2024 are being accepted and will be reviewed by the Outreach Committee in August, and presented to the full board in September.
- It has been a topic of discussion within the Outreach Committee on how to expand the CHI program beyond brick and mortar historical institutions.
- Al Merito award nominees have been received and the Outreach Committee has prepared recommendations for review of the State Board. The nominee packet will be available soon.

b. Hiring & Retention

- August 2nd is Mel Davis' last day. Sebastian Alt has been filling in a dual role (ADD and CFO) and will assume Mel's full duties as Assistant Deputy Director after her departure.
- The CFO position is vacant and has been posted. Mel Davis informed the committee that round 1 interviews for CFO will begin this week.
- AHS has submitted a request for 6 positions, bringing the head count to 42. Previous head count for AHS was 49. This and the request for pay raises approved by the State Board last fall are awaiting review and comments from the Governing Board.
- Ardyn Shepard has been on-boarded at Tempe as the Facility Rental Coordinator. She has jumped in with enthusiasm. KD Forgia will return to their former duties as the Executive Staff Assistant.
- Rebekah Tabah-Percival relayed to the committee that round 2 interviews have begun for the Tucson Archivist.

c. Summer Facility Hours

- The AHM and AHC museums have updated their hours for the months of July and September and are now open Thursday to Saturday- 10 AM to 3 PM. AHS Staff is using non-public operation hours to focus on backlogs and attend to priority projects.

d. Time Capsule Project: AHC Tempe

- Update and Discussion- This item is also on the State Board agenda and will have more details. Time Capsule Project has reached out to AHC in Tempe as a potential site for an international time capsule host site. This would be a 75-year commitment by AHS, but

does not require any additional bandwidth from AHS. The time capsule will be an interactive art piece placed outside of AHC's gates encompassing the first 25 years of the 21st century. The host site must be confirmed and the time capsule must be put in place by December 2025. The Time Capsule Project has been invited to the State Board meeting and is excited to present; Director Breeckner will be asking for the Board's approval to further explore development of a MOU and contract with the project.

e. Yuma History Mysteries project

- Chris Bradley (AHS Publications) is working on the completion of the Yuma History Mysteries Project; this is a grant project started by former staff Yanna and Jenny, and now continued forward. The grant funds creation of a walking tour booklet around historic Yuma; it included 25 historic sites within walkable distances, but has grown to include 4 additional historic sites. The tour will start at Sanguinetti House, loop around to the west by the Gandolfo Theater and Yuma County Courthouse, up to 1st Street and down Main Street, finally heading south towards the start at Sanguinetti. Publications is currently compiling photos, historic and current, to include with text about each site. The history of Yuma and commerce will also be highlighted.
- Bruce Gwynn asked if the director of Sanguinetti House has been contacted and included in the development of this project. Chris B informed the committee that AHS Publication is still working to improve the initial draft of the project and have not come to a point where community input and discussion is necessary, but will definitely include the community before a finalized draft is made.
- The question was raised about what kind of media would be used as the source for this walking tour. Dr. Breeckner informed the committee that the grant was initially for physical copies, and that is the intention moving forward but the final product will be determined by the grant monies available (\$3200).

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

- Dr. David Breeckner showcased the newest edition of the Journal of Arizona History, highlighting zoos located in the Phoenix Metro and Tucson areas. Chris Bradley shared the joy he found in reminiscing about the zoos when he was younger.
- Linda Elliott-Nelson shared that Desirae Barquin will be the chair for the Nomination Committee. Desirae B asked for volunteers to sit on the committee.

11. Adjournment at 1:04 PM by President Linda Elliott- Nelson

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

DATE: July 23, 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-2hqDIsG9QarPDKi819C7uUohXboP9Q>

July 22, 2024; August 26, 2024; September 23, 2024; October 28, 2024; November 25, 2024;
December 30, 2024 (to be discussed)

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July 26, 2024; September 27, 2024; December 6, 2024