



ARIZONA
HISTORICAL
SOCIETY

FLAGSTAFF | TEMPE | TUCSON

December 17, 2024

Finance Committee

DRAFT

Meeting Minutes

Action Taken:

Quorum Not Established- No Action Taken- Informal Discussion
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1. **Call to Order-** Jim Snitzer at 9:07 AM
2. **Roll Call-** Jim Snitzer
 - a. **Present-** Richard Powers, Jim Snitzer
 - b. **Absent-** Bruce Gwynn, Sandy Navarate
 - c. **Staff-** David Nagelski, David Breeckner, Melba Davis, Vince Bradley, Jason Mihalic, Salessia McGowan, KD Forgia
3. **Minutes** - Discussion and action, if any, to approve the draft minutes of the [August 20, 2024 meeting minutes](#). (Quorum not established. Postponed approval at next meeting.)
4. **Call to the Public**
 - a. No members of the public were present.
5. **AHS Financial Update-** David Nagelski and Sebastian Alt
 - a. AHS Organizational Updates: Assistant Deputy Director, CFO
 - i. Sebastian Alt has returned on a full-time basis, beginning on November 25. He serves as Deputy Assistant Director, overseeing Finances, Operations, IT, HR, Facilities, Emergency Management, Procurement, Compliance, and Records Retention.
 - ii. The CFO position has been filled. David Nagelski took over the position on September 3.
 - iii. Jim Snitzer would like to look into the possibility of adding more members to the Finance Committee.
 - b. 990 Updates
 - i. AHS' FY24 990 due 11/15/24 – AHS requested an extension and is on track for submission. AHS had to utilize a different organization to submit this year's 990.
 - c. Revenue, Expenditures, YTD (See attached CSB Report)
 - i. November
 1. Revenue: \$1,869,889.74 (planned \$4,471,422)
 2. Expenditures: \$1,785,823.67 (planned \$4,955,431)
 - d. FY26 budget
 - i. [Successfully submitted on 9/13/24.](#)
 - ii. Follow-up response provided to OSPB on 10/1/24.

- iii. The draft copy is a build-up of the FY25 budget with minor increases to the revenues projected. The confirmed draft is pending confirmation on proposed increases to payroll.

6. Grants Updates – Jason Mihalic

- a. Provided an overview of the Grants Report.

7. Development Updates- Vince Bradley

- a. Current: Friends of AHS is exploring developing a website to receive online donations & support donor education.
 - Must first determine costs to develop & maintain and funding source for costs.
 - a. The website project is presently paused while Friends reviews costs and funding mechanisms.
 - Awaiting FAHS Board meeting to discuss.
 - a. Friends is working to schedule its next board meeting.

b. Next Steps:

- Awaiting completion & posting of Donor Education Guide.

c. Provided overview of Development Report.

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

- a. The meeting schedule will remain every third Thursday of the month at 9:00 AM. The next meeting date is [January 21, 2025](#).

9. Adjournment

Arizona Historical Society State Board of Directors
Jim Snitzer, AHS Treasurer & Finance Committee Chair

DATE: December 17, 2024

Finance Committee 2025 Meeting Schedule

Virtual unless announced otherwise

January 21, 2025	July 22, 2025
February 18, 2025	August 19, 2025
March 18, 2025	September 16, 2025
April 22, 2025	October 21, 2025
May 20, 2025	November 18, 2025
June 24, 2025	December 16, 2025