

**Meeting of the Community Outreach Committee
Of the Board of Directors of the Arizona Historical Society**

A meeting of the Community Outreach Committee was held on Thursday, August 8, 2019 at 10:00 a.m. at the Arizona Historical Society, Arizona Heritage Center, 1300 N. College Avenue, Tempe, Arizona.

Committee Members in Attendance: Janice Bryson. Zoom: Tom Foster. Telephone: Robert Ballard. Absent: Lorna Brooks, Doug Barlow.

Staff Attendance: Tawn Downs, Vice-President, Marketing, Communications and Revenue Enhancement, Todd Bailey, Special Projects Coordinator. Telephone: Dr. James Burns, Executive Director.

Call to Order: Meeting called to order at 10:02 a.m. by chair Janice Bryson. Roll Call – Roll taken; a quorum is present.

Call to the Public: No members of the public in attendance.

Discussion and action to approve the minutes of the August 1, 2019 meeting of the Community Outreach Committee: Robert Ballard made a motion to approve the minutes. Second by Tom Foster. Minutes approved as distributed.

Small Grants Program: A final review was made of the requested grants from the AHS certified museums. As noted in the minutes of the August 1, 2019 meeting of the Community Outreach Committee, our recommendations for the grants will be placed as an action item on the meeting agenda of the Arizona Historical Society state board meeting to be held on August 23, 2018 in Flagstaff, Arizona. A list of the grants awarded is attached.

Certified Museum Program Recommendations:

See the attached Consolidated Certified Program Focus Groups summary. Tawn and Dr. Burns between them conducted five focus groups around the state with committee members attending some of the sessions. We were very pleased that thirty museums/historical organizations participated in the sessions held in Tempe, Dragoon, Miami, Flagstaff and Lake Havasu City. Feedback was nearly identical with items asked for.

Also attached are the Certified Museum recommended initiatives that correlate to feedback received in the Certified Museum Focus Group sessions. These represent the actions that are most feasible to implement on a relatively short-term basis, with existing resources. Other suggestions and requests may require a longer time frame to implement, or may not be feasible with the current staffing and resources. These recommendations for the certified museums will be placed as an action item on the meeting agenda of the Arizona Historical Society state board meeting to be held on August 23, 2018 in Flagstaff, Arizona.

The Community Outreach Committee will continue to work on creating a tier system for our certified museums prior to our next state board meeting. Each committee member has been asked to submit suggestions and ideas for a Certified Museum tier program to Tawn by August 29, 2019. We will schedule a meeting to finalize the tier program and submit our recommendation to the AHS state board.

Meeting adjourned 10:55 a.m.

Respectfully submitted,

Janice Bryson
Chairman – Community Outreach Committee