

**Notice of Public Meeting of the  
Arizona Historical Society  
Board of Directors**

**March 29, 2024**

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

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the Arizona Historical Society and to the general public that the Board of Directors of the Arizona Historical Society will hold a regularly scheduled meeting, open to the public, on **Friday, March 29, 2024, at 12:00 p.m.**

The Board may vote to go into executive session, which will not be open to the public, for any item listed on the agenda, for any statutorily permitted purpose including obtaining legal advice, pursuant to A.R.S. § 38-431.03(A)(3).

Note: This meeting will be held virtually. Board Members and members of the public interested in participating virtually must register in advance of the meeting. To register, click this link: <https://us02web.zoom.us/meeting/register/tZAod-2opj4qHNEcUWuowtZ2nJI5HaZEciYX>

You will receive a confirmation email with the meeting link. The meeting will be activated 5 minutes prior to the 12:00 p.m. start time.

1. **Call to Order** – President Linda Elliott-Nelson
2. **Roll Call** – Secretary Deborah Bateman
3. **Minutes** - Discussion and action, if any, to approve the draft Minutes of the January 26, 2024 meeting. [Click here to view.](#)
4. **Call to the Public** – Consideration and discussion of comments from the public. Members of the public wishing to address the Committee should identify their interest at this time via the chat box. Those wishing to address an item on the agenda will be called upon when that item is being discussed and given up to five minutes. Those wishing to address an item not on the agenda will be allowed up to three minutes. Such items may not be discussed by the Committee but may be directed to Staff for study and consideration at a later date.
5. **Executive Session** to obtain legal advice surrounding AHS' northern Arizona collections & archives.
6. **Finance Committee** – Sebastian Alt, Vince Bradley, Linda Whitaker

- a. A revised FY25 draft budget (attached) was shared with the Finance Committee for its 3/19/24 meeting, with a request that they recommend it for a vote by the full State Board.
  - b. Key Assumptions - see Budget Narrative
    - i. Recruitment and Retention is High Priority
    - ii. Flagstaff will not reopen without appropriation increase FY25
    - iii. Revenue will continue at current levels (with minor growth)
    - iv. Expenditures will continue to increase (Utilities)
  - c. Discussion of recommended budget.
  - d. **Action Item** to approve recommended changes to FY25 budget from the Finance Committee, on the condition that a plan be developed to advance the reopening & sustainability of the Pioneer Museum in Flagstaff.
7. **Outreach Committee** – Sherry Rampy
- a. Updated meeting dates: third Wednesday of the month at 10am
  - b. Al Merito award schedule
  - c. CHI grant award schedule
  - d. CHI registrations/renewals: 62 renewals, 6 new registrations
  - e. Historical League donation
    - i. 1,020 copies of the Leagues’ “Tastes & Treasures II” cookbook: 680 for CHIs, 140 for NHD, 60 for AHS gift shop, 90 for legislative outreach, 30 for Board members, and 20 to YCHS for Yuma.
  - f. Legislative Outreach packet (attached) & strategy: discussion
8. **Collections Review Committee** – Rebekah Tabah
- a. **Action Item** to approve recommendations for deaccession.
9. **Meeting Dates** – David Breeckner
- a. The AHS Annual Meeting & September meeting are scheduled for Friday, 9/27.
  - b. The Western Museums Association (WMA) will be hosting its annual conference in Tucson from 9/25 through 9/28. AHS is scheduled to be a host site for part of the program; it plans to recommend multiple staff to attend and participate for professional development.
  - c. Suggested date changes are Friday, 9/13, 10/11, or 10/18.
  - d. **Action Item** to move September Board meeting from 9/27.
  - e. **Action Item** to move 2024 Annual Meeting from 9/27.
  - f. **Action Item** to determine location of Annual Meeting: AHM Tucson or AHC Tempe?
10. **Special Meeting Series** – Linda Elliott-Nelson and David Breeckner
- a. There have been updates at the State level that directly impact Board and agency operations. Additional discussion and training is needed to expand Board knowledge and address any current issues, covering three primary topics: Boards & Commissions (protocols & FAQ), State Procurement, and ADOA Conflicts of Interest.

- b. **Action Item** to approve the special meeting series, as described, for all Board Members.
11. **Board-Staff Relations** – Linda Elliott-Nelson and David Breeckner
- a. “Staff Contact List’ distributed to Committee members.
  - b. Executive Committee assigned Governance Committee to review and update the Board Code of Ethics document and Conflicts of Interest statement for consideration at the AHS State Board’s July meeting.
  - c. Executive Committee approved a Special Committee of Board & staff to define Board-staff roles in oversight & operations, and to codify them in a shared document. The Committee will present the finished document at the July Board meeting.
12. **National History Day** – David Breeckner
- a. Volunteers still needed for upcoming contests.
  - b. If available & interested, Board members can register to serve as judges [here](#).
13. **Director’s Update** – David Breeckner
- a. Hiring & Staffing Update
  - b. Support Group contracts: Historical League, Friends of AHS, YCHS
  - c. Yuma Operations: YCHS transition
    - i. Lease agreement executed with YCHS on 2/1/24 and now active.
      - 1. AHS completed final cleanup and cleanout of SHM & Jack Mellon for records retention; new keys issued.
      - 2. AHS still to remove IT equipment & execute final cleanup of Molina Block.
      - 3. Check issued to YCHS of \$1,875 for utilities & upkeep.
    - ii. Historic Sites grant executed on 2/1/24
      - 1. First payment of \$25,000 pending; second payment due 8/1/24
    - iii. [HB-2427](#) & [SB-1441](#)
      - 1. Both bills progressing quickly through House & Senate
      - 2. Bills effective 90 days after session close
      - 3. AHS to complete transfer 15 days after bill in effect.
      - 4. Likely transfer date of August-October 2024.
  - d. Strategic Plan: updates
14. **Announcements** and other matters for consideration in future board or committee meetings.
- a. [HB-2481](#) is a proposed bill that would change Arizona Open Meeting Laws, specifically increasing the posting time for agendas from 24 to 48 hours prior.

Dated on this 19<sup>th</sup> day of January, 2024.

Arizona Historical Society

Linda Elliott-Nelson, Board President

*The Arizona Historical Society does not discriminate on the basis of disability in the administration of its program and services as prescribed by Title II of the Americans with Disabilities Act of 1990, as amended, and Section 504 of the Rehabilitation Act of 1973, as amended. Persons with a disability may request a reasonable accommodation such as a sign language interpreter or alternative formats, by contacting AHS Administration at 520-617-1169. Requests should be made as early as possible to allow time to arrange for the accommodation.*

### Upcoming State Board 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 State Board meetings in 2024.

<https://us02web.zoom.us/meeting/register/tZAod-2opj4qHNEcUWuowtZ2nJl5HaZEciYX>

All meetings are hosted are live-streamed via Zoom.

- March 29, 2024
- May 31, 2024
- July 26, 2024
- September 27, 2024
- December 6, 2024