

**DRAFT- Meeting Minutes of  
the Outreach Committee of  
the Board of Directors of the  
Arizona Historical Society**

**December 7, 2022**

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

**Minutes**

01. **Call to Order** – by Chairman Tom Foster at 11:31 AM
  - a. Tom informed the committee that 06. **Contacting CHIs** was added to the agenda after new committee member introductions.
02. **Roll Call** – Tom Foster
  - a. **Present**- Janice Bryson, Sherry Rampy, Amy Hartman-Gordon, Tom Foster, Karrie Rumsower
  - b. **Not Present**- Robert Ballard, Lorna Brooks
  - c. **Staff Present**- Shelley Coriell, Jason Mihalic, Kaydi Forgia, David Breeckner
03. **Minutes** - Discussion and action, if any, to approve the draft Minutes of the August 2022 Outreach Committee meeting.
  - a. **No further discussion**  
Motion to approve- Janice Bryson  
Second- Sherry Rampy  
Unanimously Approved
04. **Call to the Public**-
  - a. No public in attendance
05. **Introduction of New Committee Members**
  - a. Amy Hartmann- Gordan- Presidio San Agustin del Tucson Museum Executive Director. Amy expressed gratitude to the Outreach committee for current outreach efforts and the invitation to join. Amy also shared excitement about deepening the outreach efforts of AHS. David Breeckner averred Amy's efforts to build joint outreach initiatives between AHS and Presidio.
  - b. Karrie Rumsower- Current ASU student, enrolled in Criminology and Criminal Justice. Bullion Plaza Cultural Center and Museum in Globe/Miami staff member. Karrie shared excitement with the committee about the outreach initiatives in the near future. Tom Foster voiced his gratitude for all that Karrie has undertaken at Bullion Plaza.
  - c. The committee extended warm welcomes to both individuals verbally and through Zoom chat.
06. **Contacting CHIs**- Tom Foster

- a. Tom informed the committee that all current CHIs (23) had been contacted for feedback on this year's CHI process. There are CHIs who have not responded (Gilbert, Fort Tuthill, Irish Culture Center). Snowflake said that they were eagerly waiting on their check and hoped they would be able to receive it in person. Tom thanked Jason Mihalic for his assistance in contacting the CHIs and for being the point on the grant procedure.

Janice Bryson- Informed the committee in the past the check had all been a hard copies, and direct deposit was not the payment method used. Janice shared concern that a CHI mentioned they had received their CHI grant as a direct deposit, stated that the CHI should double-check the deposit, and contact Tom if they had not received their grant.

–Short discussion about direct deposit vs. physical check followed.

- b. It was accepted by the committee that the mechanics of approving new CHIs after the current close date of 1/15/23 by creating a development strategy would need to be discussed in more depth in an upcoming meeting, time undetermined.

#### **07. Review, discussion, and recommendations regarding the timeline of awards for 2023 and beyond**

- a. An engaging conversation about the response to the 2022 AI Merito nominations and various timelines ensued. Shelley Coriell mentioned that 2023 would be the 50<sup>th</sup> anniversary of the AI Merito Awards. The committee felt that the CHI Grant application went smoothly due to Jason Mihalic's efforts and expressed that it would be possible to stagger the processes.
- b. Committee members could see the positives to issuing AI Merito awards during the History Convention and during the Annual Meeting.

**Action Item-** Creating a recommended timeline for awards in 2023 and beyond.

David Breeckner proposed a loose timeline for AI Merito and CHI Grants;  
5/15/23 - AI Merito nominations open, 6/1/23 - 2024 CHI Grant Submissions Open, 6/15/23 - Close of AI Merito nominations, 7/1/23 - 2024 CHI Grant Submissions Due, 7/12/23 - Outreach vote on AI Merito nominees, and 7/28/23 - Board vote on AI Merito nominees.

Motion to approve- David Breeckner  
Second- Sherry Rampy  
Unanimously Approved

#### **08. Private Facebook group/page for Certified Historic Institutions (CHI)**

- a. Tom Foster gave the committee a brief overview of previous discussions about creating a forum space in the Facebook platform for CHIs to connect and communicate. Tom stated that this was an effort to align with a 2013 Sunset Review recommendation. David Breeckner informed the committee that AHS has

considered the use of a platform like Facebook for forum use and concluded that it would be difficult for AHS to moderate a public, online forum as an official state channel, potentially causing issues with liability and policies. The discussion ended with this revelation.

#### **09. Regional Zoom Focus Groups**

- a. A lively conversation about the possibility of hosting Zoom focus groups for CHIs, when to schedule the focus groups followed and how to process new CHIs who may want to apply after the initial application period followed. Many options were put forth. Aligning the focus groups with the quarterly talks scheduled by other AHS departments was generally accepted as a possible timeline for focus groups, now referred to as workshops.
- b. The conversation shifted to the possible themes of workshops. Tom Foster stated that there were more museums that had not applied for a CHI grant than museums who have applied for a CHI grant. Amy Hartman- Gordan mentioned how beneficial the sessions would be for all CHIs, new and renewed, and cautioned the replication of what the Museum Association of Arizona (MAA) currently provides. JB asked if prospective CHIs could be invited into the workshops to experience the benefit of applying for CHI.
- c. Tom Foster brought the conversation back to addressing the quarterly workshops. David Breeckner loosely outlined when the quarterly workshops could be scheduled and the thematic presentations of each session, focusing on a CHI membership mixer, CHI grant FAQ, poster day for completed grants, and introduction to AHS services.

Sherry Rampy was appreciative of thematic workshops. Amy Hartman- Gordan asked who would be the owner of/ held accountable for managing the workshops and expressed that it would be prudent to scale back the frequency of workshops to allow the creation of well-executed presentations. Tom Foster deferred to the AHS staff for guidance. Jason Mihalic spoke up to take the lead from an AHS staff perspective. Amy offered to take point from a committee perspective. It was determined that Tom, Jason, Amy, and David would meet at a later date (undetermined) to discuss CHI workshops and to postpone the current discussion by the committee until after that meeting.

#### **10. Board Members visited 2 Certified museums this year. (now ...2023) (Guidelines – Chapman & Brooks).**

- a. The committee agreed to postpone the discussion about CHI visits to an undetermined date.

#### **11. Status of Fundraising Ideas Presented to the Board**

Motion to Table Discussion- Sherry Rampy  
Second- Tom Foster

Unanimously approved

## 12. Status of 2022 CHI awards

- a. There have been delays in issuing some checks due to revised contract language recommended by the AG. Four outstanding contracts remain. The remaining checks will be mailed to the CHIs by the end of this year. The CHI award program will be revised next year to streamline the process.
- b. Update on the Del Webb Sun City West contract. DWSCW asked for an extension to the 2021 contract (balance of \$637). DWSCW was not issued the full \$2000 for 2022 (issued \$1353). DWSCW has petitioned for the full \$2000. The petition will be discussed and then proceed for approval to the following Executive Committee or Full Board meeting.
- c. The committee had a brief discussion about the information provided by the agenda, Tom Foster and Jason Mihalic.
- d. **Action Item-** Review and discuss the DWSCW petition for the full grant amount of \$2000 in 2022 and make a recommendation. Route recommendation to the next scheduled Executive Committee meeting or Full Board meeting for review.

--Issue Del Webb Sun City West the remaining amount of their 2022 CHI Grant totaling \$637—

Motion to approve- Tom Foster  
Second- Amy Hartman- Gordon  
Unanimously approved

## 13. Future meetings- Discuss the 2023 meeting schedule

- a. A short discussion of dates and times that work best for those who regularly attend the Outreach Committee meeting followed.

**Action Item-** Set meeting schedule for 2023

-- Every second Wednesday of the month at 10 am --

Motion to approve- Sherry Rampy  
Second- Janice Bryson  
Unanimously approved

## 14. Announcements

- a. **No announcements**

## 15. Adjournment- by Tom Foster at 12:58 PM

Dated this 12th day of December 2022

Arizona Historical Society

# Tom Foster

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Tom Foster, Outreach Committee Chair

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