

**Arizona Historical Society
Executive Committee Meeting
Thursday, July 6, 2017
Telephone Conference**

Committee Members Present

George Flores, President, At-Large
Voie Coy, Vice-President, Northern Chapter
Kelly Corsette, Treasurer, Central Chapter
Gregory Scott, Secretary, Santa Cruz County

Bruce Gwynn, Rio Colorado Chapter
Thomas Foster, Eastern Chapter
Bill Ponder, CAO, ex-officio

Staff Members Present

Bill Ponder, Chief Administrative Officer
Valerie Shanahan, Executive Assistant
Kim Bittrich, Deputy Administrative Officer
Laraine Daly-Jones, Museum Collections Manager
Melba Davis, Procurement Officer
Roy Goodman, Membership Coordinator
Susan Irwin, Director, Library & Archives
Rebekah Percival, Archivist
Les Roe, Director, Southern Division
Yolanda South, Administrative Services Officer
Jay Van Orden, AHS Volunteer

Actions taken at this meeting:

Coy moved, seconded by Gwynn, to appoint Bill Ponder as AHS Interim Executive Director, and that the administrative offices, operations and staff remain in Tucson, consistent with current practice. The motion passed unanimously.

Call to Order

President Flores called the meeting to order at 12:03 p.m.

Roll Call

Roll call was taken; Flores declared a quorum.

Appointment of Interim AHS Executive Director

Flores stated that typically AHS staff members do not attend committee meetings, but due to the subject of this meeting and in compliance with the Open Meetings Law, staff members are welcome to attend but discussion and comments are limited to committee members only.

Flores stated that it is common business practice among local governments and non-profit organizations to appoint the assistant manager, or in the case of AHS the Chief

Administrative Officer, to the position of interim executive director. Bill Ponder has often served as interim AHS executive director in the executive director's absence. Flores therefore proposes that AHS follow the local government norm and appoint Bill Ponder as AHS Interim Executive Director.

There being no discussion, Coy moved, seconded by Gwynn, to appoint Bill Ponder as AHS Interim Executive Director, and that the administrative offices, operations and staff remain in Tucson, consistent with current practice. The motion passed unanimously.

Corsette expressed concern that the preceding motion may inadvertently enact a self-imposed hiring freeze. After discussion, there was consensus that nothing in the preceding motion shall be construed as implementation of an AHS-specific hiring freeze.

Process to Hire AHS Executive Director

Flores stated that a national search for qualified applicants for the position of AHS executive director will ensue, and that protocols for hiring executive level staff will be reviewed.

Future Meetings

It is anticipated that additional Executive Committee telephone conference meetings will be necessary throughout the hiring process of AHS executive director. It was determined that committee members are generally available for Thursday afternoon meetings.

Adjourn

Coy moved, seconded by Gwynn, to adjourn the meeting.

There being no further business, Flores adjourned the meeting at 12:17 p.m.