

CENTRAL ARIZONA CHAPTER – ARIZONA HISTORICAL SOCIETY CHAPTER BOARD OF DIRECTORS MEETING

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 Arizona Historical Society Central Arizona Chapter Board will hold a regularly scheduled board meeting, open to the public, at the AHS Museum at Papago Park.

Date: Friday September 23, 2016
Time: Noon
Location: Boardroom- AHS Museum at Papago Park
1300 N. College Ave., Tempe, Arizona

MINUTES

Members present: Kelly Corsette, Arv Schultz, Billy Walker, Shelly Dudley, Janice Bryson, Anne Lupica, George Flores, Don Nordlund, Valerie Adams, telephonic: Larry Woolson

Staff: Tawn Downs

Guests: Seth Franzman, Gene Robertson, invited by Tawn Downs; Benjamin Moline (event planning, assist with task force)

1. Call to Order/Introduction of the Board and Guests/Declaration of Quorum Called to order. Called to order at 12:03, Quorum declared
2. Call to the Public for Comments: Moline, event planning to work on a task force
3. Appointments/Resignations/Oath of Office
 - a. Valerie Adams, Sr. Lecturer, at ASU Polytech, plans to be very active. Motion to appoint Adams to the CAC Board by Walker seconded by Schultz, approved by the Board
4. Approval or Modification of Board Minutes: Need to approve both June and August minutes. Motion approved to accept the minutes of the last meetings as presented
5. AHS Staff Report: Downs: Important to understand why it is necessary for the CAC Board to be active.
 - a. Highlights: August activity: second month in a row exceeding visitorship from last year 27% up, revenue, 25% increase
 - b. Exhibits: Move On very interesting; NPS celebration exhibit will open next week; November opening of "At Work in AZ"; review packet
 - c. Posting events, exhibits on Facebook
 - d. What can the Board do to help
 - i. Working currently with only a staff of 8 (of which 2 manage facilities, 1 manages the front desk, 1 events coordinator, Downs, & 3 other staff member, archivist, collections registrar and exhibit preparatory.
 - ii. Help is needed in specific ways

- iii. Create work groups from the outside who can help
 - 1. Programs: identify speakers who will help AZHeritage Center bring people to the museum
 - 2. Outreach and fund raising (estimate \$301,000 for staff & repairs (listed below)
 - a. Need staff positions: museum curator, education curator, marketing manager
 - b. Facilities: repairs to AC, auditorium, lighting
 - c. Equipment needed for rentals (tables)
 - d. Need about a \$1,000,000 for exhibit redesign and installation)
 - e. Building itself needs stucco, signage and landscape improvements (\$180,000)
 - 3. Event Planning
 - a. Have one signature event per year
 - b. Jazz and Blues Festival: tentatively scheduled for April 1 & 2 – Benjamin Molina: doing it in the Spring, could produce \$50 to 100,000. Get a presenting sponsor, such as SRP, 1st Solar, etc, and make it an annual event. Could bring in a wide range of visitors. Include food trucks; Background of Molina: event planning, film, communications, etc.
 - e. Work groups needed:
 - Jazz and Blues Festival
 - Programs – Identify and book speakers
 - Grants – identify appropriate grants, write them
 - Capital Campaign – research and planning
6. Historical League Report: Lupica: support group of the AZ Heritage Center, raised over \$1 million over the years; Upcoming event is Esteban on Dec. 10 at the AZHC; HistoryMakers Gala (25th year) recognize living, Senator Jon Kyl, Dr. Robert Spetzler (Barrow), Harry & Rose Papp, Ed Beauvais (Sky Harbor, AmericanWest), Dr. Warren Stewart, Sr. (pastor, civil rights); Wink Crigler from Greer. The Gala will be on March 4, 2017 at the Arizona Biltmore. The Historical League is also preparing a new cookbook; a little different, historic venues with restaurants to contribute recipes.
7. President's Report
- a. State Board meeting, approved AHS Director Anne Woosley's 2015 evaluation. As the State Board transitions under its new leadership, is anyone interested serving on the State Board from Maricopa County? The AHS State Annual meeting is in Tucson on Nov. 5. The CAC Board members are asked to help fund the food for that event. \$250 from the Board, about \$20 per board member. The money will be directed to the Friends of AHS.
 - b. Board Working Groups; future expectations and activities.
 - i. Program workgroup, develop speakers and smaller events, contacts, logistics, etc: Bryson, Dudley, Adams
 - ii. Grants workgroup to write grants (help bring in outside people) more specialized, find someone: Corsette will start working on that

- iii. Fundraising workgroup – work on Capital Campaign and larger needs: layout the campaign, deciding who to contact who help raise funds and who can bring in money. Talk with others who have been successful in raising funds for similar enterprises. Figure out what is the best way to approach this (do we do it ourselves or hire a professional, etc.) Walker will serve on the group, Flores advise the group – suggest past HistoryMakers to help donate. Lupica can assist with that.
 - iv. Jazz and Blues Event Outline: Dudley, Corsette, Woolson and Gene Robertson
Corsette: Advocate more workgroup meetings and not board meetings.
Lupica will report to Historical League members if they want to assist
- c. Future fundraising: Does the CAC Board want to do Fundraising as a Board – possible discussion on next agenda;

8. Treasurer's report

- a. 1107 fund balance: July 31: 11044.32; Revenue \$220. No Expenses. Ending balance \$11264.32; this money is available for rental equipment or Jazz Blues festival

9. Announcements and Other Matters for Consideration: discussion on necessity of Museum Boards; Gene Robertson: interested in learning to help on AZHeritage Center. Several folks resigning from the board, and positions open; Downs: another colleague Bill Vink, interested in joining the Board. Will confirm date of October meeting (it will be October 28)

10. Adjournment

Submitted by Shelly C. Dudley, Secretary/Treasurer

Attendance would be appreciated.

Our bylaws state that we need a quorum to conduct official business. A quorum is a majority of the members of the Board of Directors.

**Please call Tawn Downs 480-387-5368 if you are unable to attend.

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, by contacting the Museum Director Tawn Downs at 480-387-5368. Requests should be made as early as possible to allow time to arrange the accommodation. This document is available in alternative formats upon request