

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

March 25, 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 **Monday, March 25, 2024, at 12:00 p.m.**

The Committee 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/tZUlc-2hqDIsG9QarPDKi819C7uUohXboP9Q>

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. **Discussion** and action, if any, to approve the minutes of the Executive Committee meeting held January 22, 2024 ([Click here to view](#)) and February 26, 2024 ([Click here to view](#)).
4. **Call to the Public** – consideration and discussions 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. Such items may not be discussed by the Committee but may be directed to Staff for study and consideration at a later date.
5. **FY25 Budget: Updated** – David Breeckner
 - a. A revised FY25 draft budget & narrative (attached) were shared with the Finance Committee for its 3/19/24 meeting, with a request that they recommend the proposed changes for a vote by the full State Board.
 - b. The budget will next receive a full vote at the State Board meeting on 3/29/24.

- c. 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)
 - d. **Action Item** to support Finance Committee’s budget recommendations as they commit to the continued closure of Pioneer Museum in FY25.
6. **Sanguinetti House Museum and Gardens Update (SHM)** – David Breeckner, Bruce Gwynn
- a. Discussion & updated timeline
 - b. **Action Item** to acknowledge [HB 2427](#) and [SB 1441](#) and their benefits to the agency, and provide requested information and help as needed to the House or Governor’s Office.
7. **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 recommend to the State Board a special meeting series, as described, for all Board Members.
8. **Board-Staff Relations** – Linda Elliott-Nelson and David Breeckner
- a. “Staff Contact List’ distributed to Committee members.
 - b. Board’s Code of Ethics document (2021) and Conflict of Interests statement currently out of date.
 - i. **Action Item** to assign Governance Committee to review and update both documents for consideration at the AHS State Board’s July meeting.
 - c. Current lack of definition of roles between AHS staff and Board members on oversight and operations.
 - i. **Action Item** to approve a Special Committee to define Board-staff roles in oversight & operations, and to codify them in a shared document. The Committee should be comprised of 2-3 members of staff and 2-3 Board members, with a Board and staff co-chair. ExComm and staff leadership should recommend their Committee members for the 4/30/24 ExComm meeting. Their finished document should be presented to the State Board for its review at its July meeting.
9. **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](#).
10. **Director’s Update**

- a. Staff recruitment & retention
- b. HB2632 & AHS Sunset continuation date

11. Announcements and other matters for consideration in future board or committee meetings.

12. Adjournment

Dated on this 12th day of March 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 Executive Committee Meetings

Noon and Virtual via Zoom 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 Executive Committee meetings in 2024.

• <https://us02web.zoom.us/meeting/register/tZUlc-2hqDlsG9QarPDKi819C7uUohXboP9Q>

Meeting Dates:

April 29, 2024
May 20, 2024
June 24, 2024
July 22, 2024
August 26, 2024
September 23, 2024
October 28, 2024
November 25, 2024
December 30, 2024 (to be discussed)

Upcoming State Board Meetings

Noon and Virtual via Zoom 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-2opj4qHNEcUWuowtZ2nJI5HaZEciYX>

Meeting Dates:

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