

Minutes

Oklahoma Historical Society Board of Directors, Quarterly Meeting
Dr. LeRoy H. Fischer Boardroom, 800 Nazih Zuhdi Drive, Oklahoma City, OK 73105
Wednesday, July 24, 2019, 1:30 p.m.

1. Call to order – President Jack Baker

The regular quarterly meeting of the Board of Directors of the Oklahoma Historical Society was called to order by the president, Jack Baker, at 1:30 p.m., on Wednesday, July 24, 2019, in the Dr. LeRoy H. Fischer Boardroom at the Oklahoma History Center, 800 Nazih Zuhdi Drive, Oklahoma City, OK 73105

2. Pledge of allegiance

3. Swearing in of new board members

Newly elected board member Terry Mabrey and reelected board member Harold Aldridge were sworn into office by fellow board member Judge Charles Tate.

4. Roll call – Bob Blackburn

Board members present: Harold Aldridge, Jack Baker, Sherry Beasley, Teresa Black Bradway, John Cary, Cheryl Evans, Deena Fisher, Billie Fogarty, Neal Leader, Leonard Logan, Terry Mabrey, Dallas Mayer, Jonita Mullins, Shirley Nero, Bill Settle, Donna Sharpe, Kenny Sivard, Charles Tate, and Barbara Thompson

Board members excused: Frederick Drummond, Karen Keith, Dan Lawrence, Duke Ligon, Patricia Loughlin, and James Waldo (who participated via phone conference)

Emeritus members present: Thalia Eddleman

5. Echoes of History – Bob Blackburn

Dr. Blackburn began by noting that later in the meeting a reorganization of the administration division will be discussed. He went back to the minutes of the October 1995 meeting that dealt with the reorganization of a few divisions. At that meeting a new department was created within administration: the office of development and special projects. This new position allowed for the OHS to focus on fundraising and concentrated resources to seize opportunities. help create the model of successful fundraising that we have today.

6. Approval of minutes

a. Quarterly Board Minutes, April 24, 2019

b. Meeting of the Membership, April 25, 2019

c. Organizational Board Meeting, April 25, 2019

Leonard Logan moved to approve the minutes from above board meetings. Seconded by Barbara Thompson, the motion carried unanimously.

7. Treasurer's report – Shirley Nero

Ms. Nero reported that the OHS has \$2,344,647.99 in cash at the State Treasurer's Office. The OHS has \$200,580.30 invested in a Salomon Smith Barney account. This was originally a \$150,000 investment. The OHS has \$138,167.57 invested at Federated with an original investment of \$150,000. The OHS has \$2,421,196.00 invested in the Oklahoma City Community Foundation Endowment Fund. The total cash and invested funds of the OHS amount to \$5,104,591.86.

8. Executive Director's report – Bob Blackburn and Terry Howard

a. Review of budget projections and expenditures from the fourth quarter (April 1 to June 30)

Terry Howard noted that the OHS has 3 percent of the allocated funds for personnel left over. \$50,000 of these funds are dedicated for supplemental payroll and \$30,000 will be utilized for salary adjustments while the remaining \$100,000 will be placed in rollover for a rainy day. Mr. Howard also noted that OKPOP did not expend the anticipated amount in bond funds because they have not yet broken ground for the building. Lastly, the federal accounts are still at 20 percent because grants that were anticipated to be administered

through the OHS instead were administered via the Oklahoma Department of Transportation.

9. Consideration of budget allocations for fiscal year 2020 (July 1, 2019 to June 30, 2020)

Dr. Blackburn shared with the board a handout with the projected expenditures for FY-20. He noted the special and one-time funds for the Stafford Air and Space Museum and the Tulsa Race Massacre Centennial Commission. The grants program will have less funding than initially anticipated due to the unexpected increase in fees related to IT service administered by the Office of Management and Enterprise Services (OMES). Therefore, \$180,000 that was originally earmarked for the grants program will now go to cover the increase in fees. In FY-19 the Oklahoma History Center received \$600,000 in one-time appropriated funds for repairs to the building. An additional \$70,000 was placed in appropriations to be used at the Will Rogers Memorial Museum for repair and maintenance. There was an increase in earned revenue/revolving funds for Museums and Sites due to risk management funds coming in for earthquake damage at Pawnee Bill Ranch and Museum. In the OKPOP budget there is an increase relating to the fee to move the power lines. This will be paid for by OKPOP, but the City of Tulsa will be reimbursing the amount.

Shirley Nero moved to approve the budget allocation for FY20 as presented. Seconded by Dallas Mayer, the motion carried unanimously.

10. Consideration of FY-21 legislative budget requests

Dr. Blackburn reminded the board that in early October, agencies are expected to formulate their budget requests for the following fiscal year. This year the OHS would like to request full funding for OMES's IT fees. This would amount to \$419,000 in appropriated funds. Over the years the fees paid to OMES have steadily increased with no additional funds to cover the costs. When the OHS managed IT needs in-house the agency was spending approximately \$150,000 per year. In May of this year, OMES proposed a bill that would have increased the OHS fees by 140 percent. Most of those fees were related to server storage, and a solution was found by utilizing cloud-based servers for digital files. However, the annual fee still increased by 60 percent. Another priority will be laying the groundwork for the state to appropriate matching funds up to \$1 million to reinvest in the Will Rogers Memorial Museum.

Charles Tate moved to approve the proposed FY-21 legislative budget requests. Seconded by Leonard Logan, the motion carried unanimously.

11. Consideration of organizational changes in the Administration Division

Dr. Blackburn presented a new organizational chart for the Administration Division of the OHS. The major change to the structure was the additional job title for Nicole Harvey, who will now be the grants administrator in addition to executive assistant, a new administrative assistant position under the executive assistant, and the moving of branding and website from the Research Division to Administration. Branding and website will continue to be overseen by Jennifer Towry, who will now be under the director of development and special projects.

Kenny Sivard moved to approve the organizational changes to the Administration Division. Seconded by Barbara Thompson, the motion carried unanimously.

12. Review of fundraising for last year and upcoming year

Larry O'Dell, director of development and special projects, shared with the board numerous updates related to the OHS endowment; the 2019 Annual Giving Campaign, which raised \$156,945; 2020 Annual Giving goals; restricted and unrestricted donations for OHS sites and projects; and grants for varying projects in FY-19, which totaled \$406,000.

- 13. Consideration of creating an endowment fund at the Oklahoma City Community Foundation named the Garman Kimmel Fund for an endowment for the Kilgen Organ Concert Series**
Dr. Blackburn explained that the goal is to have \$300,000 in the fund. The OHS currently needs to raise an additional \$33,000 to reach that goal.

Deena Fisher moved to approve the creation of the Garman Kimmel Fund at the Oklahoma City Community Foundation. Seconded by Shirley Nero, the motion carried unanimously.

- 14. Consideration of allocation of funds for the Heritage Preservation Grant Program and schedule for opening and closing of submissions**

The board was presented a handout with a proposed timeline and goals and objectives of the Oklahoma Heritage Preservation Grant Program. It was proposed that \$500,000 in grant funds be made available in FY-20. The proposed open date for applications was September 9, with applications closing on November 8.

Neal Leader moved to approve the allocation of funds and schedule as presented. Seconded by Cheryl Evans, the motion carried unanimously.

- 15. Review of progress in the Publication Division and at Will Rogers Memorial Museums and the role of the executive director in both programs**

Elizabeth Bass, director of publications, gave an overview of the Publications Division. She discussed the major functions of the division which include: historical scholarship such as the quarterly publication of the scholarly journal *The Chronicles of Oklahoma* and the maintenance of *The Encyclopedia of Oklahoma History and Culture*; public education such as the publication of the *Mistletoe Leaves* delivered to OHS members bimonthly to inform our constituency of events, exhibits, new collections, and development opportunities at the OHS, the *OHS Extra!* weekly e-newsletter that is sent to seven thousand OHS members and nonmembers, a monthly newspaper column in *The Oklahoman*, and social media; and institutional support in the form of press releases and editorial assistance to other divisions. Dr. Blackburn noted that his career with the OHS began in publications and that, as a historian, he has been able aid with research and review as it relates to publications.

Tad Jones, director of the Will Rogers Memorial Museum and Birthplace Ranch, discussed the activities of those sites. He noted that in 2017, the Memorial received a new HVAC system that was vital for both visitation and collections storage. They have added to their programming with a kids' camp, family days, a movie night featuring Will Rogers's movies, a Night at the Museum event, and, most recently, video game competitions. Mr. Jones went on to explain that a new plan is underway to expand the facilities, which would allow for better collection storage and care, create a community engagement epicenter, and better share and explore Will Rogers's legacy and story. Dr. Blackburn noted that his role in the process was in bringing together and onto the same page the members of the Will Rogers Memorial Commission, the state entity that governed the site prior to the Will Rogers Memorial Museum and Birthplace Ranch coming under the umbrella of the OHS, and the new Will Rogers Foundation, the support organization for the site.

- 16. Consideration of new fee schedule**

- a. Adjustment to fee schedule for History Center rental space

A handout was provided to the board outlining the proposed fee changes. These proposed changes included new fees for musical rental rates—\$300 to rent a Yamaha grand piano, \$500 to rent the Kilgen Organ console, and \$100-\$150 to utilize Kilgen Organ recorded music. An increase in facility rental and set up fees was proposed as outlined below:

Special Event Rental Fee

Guest Count	Current/Proposed
1–100	\$2600/\$2900
101–200	\$3300/\$3700
201–300	\$3900/\$4400
301–400	\$5000/\$5600
401–500 (reception-style only)	\$5900/\$6600
501–800 (reception-style only)	\$8000/\$9000

Set-Up Fees

Current

\$250 for 250 guests or less

\$500 for 251 guests or more

Proposed

Guests	Cost
1–100	\$250
101–200	\$400
201–300	\$600
301–400	\$800
401–500	\$1000
501+	\$1200

Also proposed was increase in the rate for classroom/learning lab/boardroom rental from \$100 for a half-day rental to \$150 and \$200 for a full-day rental to \$300. Lastly, an increase in the fee for adding gallery tours during special events from \$2 per guest to \$4 per guest was proposed. Most of these fees had not been adjusted since 2011 or 2015.

Leonard Logan moved to approve the fee schedule adjustment for the Oklahoma History Center rental spaces. Seconded by Bill Settle, the motion carried unanimously.

b. OHS Membership Dues

A handout was provided to the board detailing the proposed membership fee and benefit changes. Individual membership was changed to basic membership and the fee would change from \$35 to \$50, but now allow admission for two guests to OHS sites and museums rather than only one. Family membership would go from \$50 to \$75 and admit eight family members (previously up to twelve family members were allowed). The other membership category prices would remain the same with some changes made to the benefits, such as allowing for eight family members rather than twelve. The number of free guest passes will also be reduced by two for each category.

Billie Fogarty moved on behalf of the development committee to approve the changes to OHS membership dues. The motion carried unanimously.

c. Free admission to Spiro Mounds for members of the Caddo and Wichita Tribe to accommodate and aid in compliance of Executive Order 13007

Kathy Dickson, director of the Museums and Sites Division, noted that Executive Order 13007 relating to "Indian Sacred Sites" directs federal land managing agencies to accommodate access to, and ceremonial use of, Indian sacred sites by Indian religious practitioners. Therefore, to accommodate this, it is recommended that members of the

Caddo Nation and Wichita Tribe be admitted free of charge to Spiro Mounds Archaeological Center as a recognized sacred site for those tribal members.

Kenny Sivard moved to approve free admission to Spiro Mounds Archaeological Center for members of the Caddo Nation and Wichita Tribe. Seconded by Teresa Black Bradway, the motion carried unanimously.

17. Consideration of the Friends of the Oklahoma History Center board list and officer list

A list with officers and board members for the Friends of the Oklahoma History Center was presented to the board for consideration. Mr. Provo asked for the board to consider Joey Sager as President and Samonia Byford as Vice President.

Barbara Thompson moved to approve the board and officer list as presented. Seconded by Donna Sharpe, the motion carried unanimously.

18. Consideration of confirming the declaration of surplus property for the purpose of an easement for a public utility at the Will Rogers Memorial Museum by the Executive Committee of the Oklahoma Historical Society at the June 19, 2019, meeting.

Neal Leader moved to ratify the declaration of surplus property made by the Executive Committee. Seconded by John Cary, the motion carried unanimously.

19. Notification of Declaration of Emergency at Cherokee Strip Museum's Rose Hill School due to a deterioration of the bell tower structural base

Pursuant to 61 O.S. 2014 § 130(E), Dr. Blackburn notified the board of a declaration of emergency at the Cherokee Strip Museum's Rose Hill School.

20. New business

It was noted that the Pawnee Bill Wild West Show would take place that coming weekend if anyone was interested in attending.

21. Adjournment

Leonard Logan moved to adjourn the meeting. Seconded by Neal Leader, the motion carried unanimously. There being no further business, the meeting was adjourned by President Baker at 3:35 p.m.