

**Minutes**  
**BOARD OF MUSEUMS AND HISTORY**  
**December 6, 2013**

Refers to Agenda  
Item # 4

**Location**  
**Lost City Museum**  
**721 S. Moapa Valley Blvd.**  
**Overton, NV 89040**

**BOARD MEMBERS PRESENT**

Robert Stoldal, Chairman  
Alicia Barber  
Sarah Cowie  
Pete Dubé  
Doris Dwyer  
Kara Kelley  
Daniel Markoff  
Bill Watson

**BOARD MEMBERS EXCUSED**

Janice Pine

**Via teleconference**

Renee Diamond  
Robert Ostrovsky

**DEPARTMENT OF CULTURAL AFFAIRS STAFF PRESENT**

Claudia Vecchio, Director, Department of Tourism and Cultural Affairs - via teleconference  
Peter Barton, Administrator, Division of Museums and History  
Rebecca Palmer, State Historic Preservation Officer, State Historic Preservation Office  
Sarah Bradley, Deputy Attorney General, Attorney General's Office – via teleconference  
Frank Ackerman, Director, Nevada State Railroad Museum, Carson City - via teleconference  
Greg Corbin, Director, Nevada State Railroad Museum, Boulder City  
Dennis McBride, Director, Nevada State Museum, Las Vegas  
Jerrie Clarke, Director, Lost City Museum  
Carrie Edlefsen, Administrative Services Officer II, Division of Museums and History  
Lauri Brown, Administrative Assistant IV, Division of Museums and History

**GUESTS IN ATTENDANCE**

Eric J. Pastorino, Eureka County – via teleconference

**1. Call to Order/Opening Remarks and Announcements**

Chairman Robert Stoldal called the meeting to order at 9:30 a.m.

**2. Roll Call**

Roll call was taken. A quorum was present. The agenda was properly posted.

**3. Public Comment**

Chairman Stoldal stated for the record:

- 1) Public can comment on any item on the agenda at the beginning of the meeting.
- 2) Public can comment on any item on the agenda before the Board votes on an action item.
- 3) At the end of the meeting (item 13), the public can comment on any topic.
- 4) Due to time considerations, the period for public comment may be limited, and speakers are urged to avoid repetition of comments made by previous speakers.



**STATE OF NEVADA**  
**DEPARTMENT OF TOURISM & CULTURAL AFFAIRS**  
 Division of Museums and History  
**East Ely Railroad Depot Museum**

**Brian Sandoval**  
 Governor

**Peter Barton**  
 Administrator

**Claudia Vecchio**  
 Director

**Report to the**  
**Board of Museums and History**  
**March 7, 2014**

**Sean Pitts**  
 Museum Director

**I. Status of Private Funds Budget**

Status of Private Funds Budget B/A #5037 EE  
 State Fiscal Year 2014

	<u>GL #</u>	<u>Approved Budget</u>	<u>Approved Changes</u>	<u>Total Budget</u>	<u>Status</u> <u>Year to Date Actuals</u>	<u>Percentage Year to Date</u>
<b>Revenues:</b>						
Balance Forward from Prior Fiscal Year	2511	15,188		15,188	15,188	100.00%
Facilities Charges	3801	500		500	4,700	940.00%
Gifts & Donations	4251	52		52	0	0.00%
<b>Total Revenue:</b>		<b>\$15,740</b>	<b>\$0</b>	<b>\$15,740</b>	<b>\$19,888</b>	<b>126.35%</b>
<b>Expenditures:</b>						
	<u>Category</u>					
East Ely Railroad Museum	51	15,740		15,740	6	0.04%
<b>Total Expenditures:</b>		<b>\$15,740</b>	<b>\$0</b>	<b>\$15,740</b>	<b>\$6</b>	<b>0.04%</b>
<b>Revenues Over (Under) Expenditures:</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$19,882</b>	<b>126.31%</b>

**Budget Status Narrative:** Our cooperative agreement has been signed with the White Pine Historical Railroad Foundation. We are assisting with a simplified ticket and directional signage. They have yet to pay the amount due on December 31<sup>st</sup> but committed to do so.

**II. Museum Store Sales** **N/A**

Store sales chart comparison against three previous fiscal years.

	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>June</u>	<u>TOTAL</u>
<b>FY 13</b>	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>FY 12</b>	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>FY 11</b>	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>YTD</b>	0												0
<b>YTD Comparison</b>	#DIV/0!												#DIV/0!
<b>Monthly Comparison</b>	#DIV/0!												

Year-to-Date Comparison compares the cumulative year to date figures against the same time period in the previous year.  
 Monthly Comparison compares the current month of the current year against the same month in the previous year.

**Museum Store Sales Narrative:** The museum does not presently operate an independent museum store.

East Ely Railroad Depot Museum  
Report to the Board  
March 7, 2014

### **III. Museum Revenue and Expenditure Chart    N/A**

**Museum Store Revenue and Expenditure Chart**

	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>June</u>	<u>TOTAL</u>
<b>Revenues</b>													
Store Sales	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Expenditures</b>													
Merchandise	0	0	0	0	0	0	0	0	0	0	0	0	0
Personnel	0	0	0	0	0	0	0	0	0	0	0	0	0
Operating/Other	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total Expenditures</b>	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Net Profit</b>	0	0	0	0	0	0	0	0	0	0	0	0	0

**Museum Store Revenue and Expenditure Narrative: N/A**

### **IV. Membership Figures**

**Memberships (new and renewals) chart comparison against three previous fiscal years.**

<u>Membership Categories</u>	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>TOTAL</u>
Regular	0	0	0	0	0	0	0	0	0	0	0	0	0
Student & Senior	0	0	0	0	0	0	0	0	0	0	0	0	0
Family	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>FY 14 Total</b>	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>FY 13</b>	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>FY 12</b>	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>FY 11</b>	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>YTD</b>	0												0
<b>YTD Comparison</b>	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	#DIV/0!
<b>Monthly Comparison</b>	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

Year-to-Date Comparison compares the cumulative year to date figures against the same time period in the previous year.  
Monthly Comparison compares the current month of the current year against the same month in the previous year.

**Membership Figures Narrative:**  
N/A

## V. Museum Attendance Figures

	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>June</u>	<u>TOTAL</u>
FY 14	50	51	67	85	33	30	32						348
FY 13	122	138	80	48	23	9	10	19	60	64	85	74	732
FY 12	40	32	43	33	8	51	32	6	5	34	67	60	411
FY 11	45	79	128	75	7	9	13	25	19	22	39	24	485
FY 10	941	55	188	126	105	17	45	52	90	29	100	41	1,789
YTD	50	101	168	253	286	316	348	0	0	0	0	0	348
YTD Comparison	41.0%	38.8%	49.4%	65.2%	69.6%	75.2%	80.9%	0.0%	0.0%	0.0%	0.0%	0.0%	
Monthly Comparison	41.0%	37.0%	83.8%	177.1%	143.5%	333.3%	320.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

### Museum Attendance Figures Narrative:

November: 981 additional visitors

December: 947 additional visitors

January: 272 additional visitors

You will recall there are two methods of counting visitors in Ely. The number listed in the table reflects those who paid to see the exhibits of the State Museum. However, that is a fraction of those who actually visit since it does not include those for whom we actually supply services. Those who visit this complex for a train ride utilize our building. They view our exhibits on the first floor of the Depot. We count them since we provide interpretive other services to them, even if they don't make the trip up the stairs. Those visitors are included in the additional visitor number. The sum of the column and the additional visitors is the actual visitation for Ely.

## VI. Attendance Receipts

Current attendance receipts compared against three previous fiscal years.

	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>June</u>	<u>TOTAL</u>
FY 14													0
FY 13	325	472	389	253	66	33	30	60	199	78	400	351	2,656
FY 12	128	147	173	176	60	45	41	30	55	135	290	426	1,706
FY 11	197	149	326	261	53	14	53	55	115	56	89	90	1,458
FY 10	0	104	173	146	109	50	40	54	93	98	273	140	1,280
YTD	0	0	0	0	0	0	0	0	0	0	0	0	0
YTD Comparison	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Monthly Comparison	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	

Year-to-Date Comparison compares the cumulative year to date figures against the same time period in the previous year.

Monthly Comparison compares the current month of the current year against the same month in the previous year.

### Museum Attendance Receipts Narrative:

Admission revenue will be paid to the State by the White Pine Historical Railroad Foundation based upon a revenue-share formula in the revenue share contract initiated as of July 1, 2013. Monthly data is no longer applicable to this budget account.



## **VII. Fundraising Activities**

No Action in this area.

## **VIII. General Museum Activities**

- Ely will open a photo exhibit entitled, "Steam, and Enduring Legacy" in conjunction with NCOT's Rural Round-up in April. It has been placed on the itinerary and will precede the train ride that leaves from our building. We had planned on this opening in December but due to a conflict with the Railroad Foundation's Polar Express train rides we determined to hold the exhibit for a spring opening.
- The recently completed roofing project on the Depot's north side suffered a setback when the gutter joints leaked. It gave us the exact problem we were looking to avoid. We contacted SPWB who obtained a quick repair from the contractor. It is now working as it should and providing a safer experience for visitors.
- Summer is looking busy with a number of facility rentals already booking. We are pleased to provide a venue that is becoming popular with community.
- A meeting with Mr. Barton and Mark Bassett has us on track for the revenue sharing contract. The Foundation has committed to fulfill the contractual terms and collect revenue on our behalf. We offered to print the ticket with a removable stub which allows us to verify each paying visitor. In addition we will be providing some directional signage to assist visitors. We are hoping this is a new era in cooperation with that entity.

## **Mission Statement**

The East Ely Railroad Depot Museum exists to collect, preserve, study, and interpret the rich industrial heritage of eastern Nevada including mining, smelting, railroading and the contributions that industry made to the development of the State. The Museum utilizes artifacts, photographs, documents, interpretive exhibits, and archives to fulfill its mission to put visitors in contact with their history in order to understand their heritage.

## **Current Operations**

As of November 25<sup>th</sup>, 2013 the museum is open seven days per week. The hiring of an additional part-time (.51FTE) museum attendant makes extended hours possible.



**STATE OF NEVADA**  
**DEPARTMENT OF TOURISM & CULTURAL AFFAIRS**  
 Division of Museums and History  
 Lost City Museum

**Brian Sandoval**  
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 Director

Report to the  
 Board of Museums and History  
 March 7, 2014

**Jerrie Clarke**  
 Museum Director

**L Status of Private Funds Budget**

<b>Status of Private Funds Budget B/A #5038</b>					<b>Status</b>	
<b>State Fiscal Year 2014</b>		<b>Approved</b>	<b>Approved</b>	<b>Total</b>	<b>Year to Date</b>	<b>Percentage</b>
	<b>GL #</b>	<b>Budget</b>	<b>Changes</b>	<b>Budget</b>	<b>Actuals</b>	<b>Year to Date</b>
<b>Revenues:</b>						
Balance Forw from Prior FY	2511	30,398		30,398	30,398	100.00%
Charges for Services	3871			0		0.00%
Memberships	4008	2,900		2,900	1,030	35.52%
Photograph Sales	4010			0		0.00%
Merchandise Sales	4025	55,298		55,298	49,380	89.30%
Book & Pamphlet Sales	4052					0.00%
Gifts & Donations	4251	1,118		1,118	893	79.85%
Treasurer's Interest	4326	69		69		0.00%
Investment Income	4328			0		0.00%
Private Grants	4265	500		500		0.00%
Outside Bank Account	4454		2,767	2,767	2,767	100.00%
<b>Total Revenue:</b>		<b>\$90,283</b>	<b>\$2,767</b>	<b>\$93,050</b>	<b>\$84,468</b>	<b>90.78%</b>
<b>Expenditures:</b>						
	<b>Category</b>					
Administration	35	6,206		6,206	2,859	46.07%
Buildings & Grounds	37	4,173	2767	6,940	3,290	47.41%
Docent	39	717		717	\$167	23.35%
Museum Store	41	70,248		70,248	44,006	62.64%
Special Projects	42	3,585		3,585	2,644	73.74%
Reserve	86	3,495		3,495		0.00%
Special Projects (Restricted)	55	1,859		1,859		0.00%
<b>Total Expenditures:</b>		<b>\$90,283</b>	<b>\$2,767</b>	<b>\$93,050</b>	<b>\$52,966</b>	<b>56.92%</b>
<b>Revenues Over (Under) Expenditures:</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$31,501</b>	<b>33.85%</b>

**Budget Status Narrative:**

The above figures reflect activity through January 31, 2014 and reveal a typical revenue/expense pattern for this point in the fiscal year. Memberships are low but Store Sales and Donations exceed projections. Returning to 7 days a week seems to have created a greater impact than expected. The Lake Mead closure in October forced groups to notice LCM. Tours seem to have increased since then. It seems to have taken tour groups and the public a few months to realize that LCM was more accessible.

Lost City Museum  
Report to Board  
March 7, 2014

## II. Museum Store Sales

Store sales chart comparison against three previous fiscal years.													
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 14	5,216	4,277	9,361	9,771	7,194	6,309	7,252						49,380
FY 13	5,648	2,884	4,750	4,950	6,011	5,383	3,105	4,962	7,941	7,576	5,179	2,605	60,993
FY 12	3,642	3,043	4,221	3,717	3,295	5,083	2,719	3,433	5,107	4,855	5,001	3,465	47,581
FY 11	3,739	3,103	4,056	6,347	6,352	4,600	3,540	4,645	6,605	7,311	4,715	4,469	59,482
FY 10	4,572	4,479	3,951	7,635	4,881	4,843	5,796	5,592	7,957	7,496	5,319	2,715	65,236
YTD	5,216	9,493	18,854	28,625	35,819	42,128	49,380	0	0	0	0	0	49,380
FY 09	5,680	6,913	8,732	8,411	8,960	9,463	5,261	8,495	10,739	11,140	8,699	6,993	99,486
YTD Comparison	92.36%	111.26%	141.95%	157.00%	147.75%	142.20%	150.87%	0.00%	0.00%	0.00%	0.00%	0.00%	
Monthly Comparison	92.36%	148.27%	197.07%	197.39%	119.69%	117.22%	233.56%	0.00%	0.00%	0.00%	0.00%	0.00%	

**Museum Store Sales Narrative:** LCM has had higher visitation than projected with higher store sales than projected. At mid-year 91% of the projected store sales have been realized. FY 09 figures have been added so that there can be a comparison to the most recently completed 7-day a week fiscal year.

## III. Museum Revenue and Expenditure Chart

Lost City Museum  
Report to Board

Museum Store Profit and Loss Chart													
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
<b>Revenues</b>													
Store Sales	5,216	4,277	9,361	9,771	7,194	6,309	7,252					0	49,380
<b>Expenditures</b>													
Merchandise	7,392	8,307	1,694	1,470	3,778	4,500	4,947					0	32,088
Personnel	0	0	0	0	5,633	3,524	1,763	0	0	0	0	0	10,920
Operating/Other	27	121	119	316	146	130	140						998
<b>Total Expenditures</b>	7,419	8,428	1,813	1,786	9,556	8,154	6,851	0	0	0	0	0	44,006
<b>Net Profit</b>	-2,203	-4,152	7,548	7,985	-2,362	-1,844	401	0	0	0	0	0	5,374
FY 09 Merch.	0	16,766	9,790	3,282	4,458	1,399	1,252	5,139	934	3,057	4,589	3,842.00	54,508

### **Museum Store Revenue and Expenditure Narrative:**

At just over mid-year, sales are at 91% of the budget and Cost of Goods Sold is over budget. In order to maintain an inventory, funds from other line items were used. The Museum Store is still doing well but could do much better if there was more inventory. Some higher priced items that usually sell well were not purchased



Lost City Museum  
Report to Board  
March 7, 2014

from the vendor because of the low budgeted amount. FY 09 figures have been added so that there can be a comparison to the most recently completed 7-day a week fiscal year.

#### IV. Membership Figures

Memberships (new and renewals) chart comparison against three previous fiscal years.													
Membership Categories	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
Individual	4	1	1	2			2						10
Family	2	1		1	3		1						8
Sustaining	1			1		1							3
Contributing													0
Patron													0
Benefactor													0
Senior	5	5	6	1	6	2	6						31
FY 14	12	7	7	5	9	3	9	0	0	0	0	0	52
FY 13	13	6	3	5	4	9	11	6	4	8	7	3	79
FY 12	4	5	0	4	6	9	6	3	7	6	7	0	57
FY 11	11	1	2	5	3	11	12	14	3	6	6	7	81
FY 10	3	14	4	5	10	14	11	6	5	5	8	4	89
YTD	12	19	26	31	40	43	52	52	52	52	52	52	52
YTD Comparison	92.31%	100.00%	118.18%	114.81%	129.03%	107.50%	101.96%	0.00%	0.00%	0.00%	0.00%	0.00%	
Monthly Comparison	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Year-to-Date Comparison compares the cumulative year to date figures against the same time period in the previous year.													

Year-to-Date Comparison compares the cumulative year to date figures against the same time period in the previous year.

**Membership Figures Narrative:** Memberships seem to be fairly consistent from year to year, except for the decrease in FY 12.

#### V. Museum Attendance Figures



Lost City Museum  
Report to Board  
March 7, 2014

**Attendance chart comparison against three previous fiscal years.**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 14	930	763	1,321	1,331	1,504	1,111	1,137						8,097
FY 13	634	532	1,080	720	728	782	563	724	1,265	1,027	702	479	9,236
FY 12	721	504	799	899	763	724	631	904	1,008	1,246	1,476	606	10,281
FY 11	707	603	660	1,209	1,054	628	737	898	1,088	1,393	913	679	10,569
FY 10	712	678	823	1,160	1,015	588	782	1,008	1,246	1,476			9,488
YTD	930	1,693	3,014	4,345	5,849	6,960	8,097	0	0	0	0	0	8,097

YTD Comparison	128.99%	145.20%	134.19%	146.49%	158.34%	155.50%	160.69%	0.00%	0.00%	0.00%	0.00%	0.00%	
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FY 09	1,149	1,315	1,243	1,554	2,168	1,295	1,451	1,530	2,434	2,569	1,471	1,287	19,466
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Monthly Comparison	146.69%	143.42%	122.31%	184.86%	206.59%	142.07%	201.95%	0.00%	0.00%	0.00%	0.00%	0.00%	
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Year-to-Date Comparison compares the cumulative year to date figures against the same time period in the previous year.

**Museum Attendance Figures Narrative:** A few comments are still being received from visitors who found the museum closed in the last few years. Happily, these people are checking in and trying again. 82 people visited on Nevada Day, Oct. 25<sup>th</sup>. There were also unexpected highs with 94 visitors on Dec. 30<sup>th</sup> and 67 on Martin Luther King Day, January 20<sup>th</sup>. FY 09 figures have been added so that there can be a comparison to the most recently completed 7-day a week fiscal year.

## VI. Attendance Receipts

**Current attendance receipts compared against three previous fiscal years.**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 14	2,718	2,750	4,405	5,240	5,426	3,280	4,875						28,694
FY 13	2,275	2,055	2,620	2,710	1,520	1,960	2,210	2,915	4,875	4,010	2,977	1,800	31,927
FY 12	2,475	1,950	2,785	3,805	3,615	2,280	2,685	3,471	4,445	4,175	2,865	2,114	36,665
FY 11	2,580	2,444	3,160	4,295	3,305	1,910	2,975	3,735	4,245	4,919	3,630	2,035	39,233
FY 10	1,798	1,899	2,382	3,471	2,464	1,300	2,389	2,640	4,275	5,289	3,765	2,405	34,077

YTD	2,718	5,468	9,873	15,113	20,539	23,819	28,694	0	0	0	0	0	28,694
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YTD Comparison	100.00%	126.28%	142.06%	156.45%	183.71%	181.27%	186.93%	0.00%	0.00%	0.00%	0.00%	0.00%	
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FY 09	2,325	2,796	2,846	3,441	3,901	2,034	2,935	3,394	4,712	3,989	3,178	2,731	38,282
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Monthly Comparison	119.47%	133.82%	168.13%	193.36%	356.97%	167.35%	220.59%	0.00%	0.00%	0.00%	0.00%	0.00%	
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**Museum Receipts Figures Narrative:** Even with the free admission days, admission revenue is still exceeding expectations. FY 09 figures have been added so that there can be a comparison to the most recently completed 7-day a week fiscal year.

## **VI. Fundraising Activities:**

The Docents held their annual raffle with prizes awarded at LCM's Holiday Party on December 14th. Grant options are being discussed including applying earlier than we did last year to Nevada Humanities for Native American Day to provide enough time for the grant to be processed.

## **VII. General Museum Activities**

- The new phones were installed in mid-December. It's very nice to have a working phone in the store and every office again.
- Representatives from Public Works and contractors have visited, and sometimes re-visited, the museum to prepare for the replacement of the HVAC system, installation of a new roof, repaving all of the paved areas, do some ADA improvements to the walk to the pueblos and the staff/docent restroom, and to identify needs for future CIP projects. All of the approved projects are expected to happen in the spring, except the bathroom that is planned for next fiscal year.
- LCM hosted another successful Native American Day on November 9<sup>th</sup> with 271 visitors and \$1,233 in store sales. Visitors and staff enjoyed the Native dancing, crafts and food.
- Dena Sedar spent her last day of work, November 23<sup>rd</sup>, giving a presentation on incised stones at Nevada State Museum, Las Vegas.
- The Holiday Open House was held on December 14<sup>th</sup>. The Docent Council acquired some very nice gifts from Moapa Valley and Mesquite businesses for their raffle, and made several nice gift baskets themselves. 105 people took advantage of the free admission and spent \$514.65 in the museum store, as well as purchasing Docent Council raffle tickets to support programs, events, and special needs of the museum.
- Jerrie has given presentations about LCM to the Moapa Valley Rotary Club and Las Vegas Adult Day Care.
- Jerrie continues to attend monthly Las Vegas Museum Alliance and Las Vegas Museum Directors meetings to discuss and find better means of promoting Clark County museums, and to plan the hosting of the Western Museum Association Conference that will be held in Las Vegas in October.
- Molly Fierer-Donaldson has accepted the position of Curator II and will begin work on March 17. She recently completed her Ph.D. in Anthropology at Harvard and has good experience in archaeology and collection management.
- Lost City Museum was awarded the "Best Place to Glimpse Our Deep Past" in the *Desert Companion's* Best of the City issue.
- We have an active presence on FaceBook and Twitter and invite everyone to follow us for announcements about our activities, photographs of events, educational tidbits, and behind-the-scenes information about the museum. There is a link to our FaceBook page on our webpage at [museums.nevadaculture.org](http://museums.nevadaculture.org) and you can find us on Twitter at @lostcitymuseum.

### **Mission Statement**

The Lost City Museum, in order to educate present and future generations, studies, preserves and protects prehistoric Ancestral Pueblo (Anasazi) sites and artifacts found in the Moapa Valley and adjacent areas and interprets these sites through exhibits and public programs at its facility in Overton. The museum also collects and interprets artifacts relating to other early Native American cultures of Southern Nevada and the later history of the Moapa Valley including Mormon pioneers, mining, and railroads.

### **Current Operations**

The Lost City Museum is open 7 days a week, 8:30am to 4:30pm.





STATE OF NEVADA  
DEPARTMENT OF TOURISM and CULTURAL AFFAIRS  
DIVISION OF MUSEUMS AND HISTORY  
**NEVADA STATE MUSEUM LAS VEGAS**  
309 SOUTH VALLEY VIEW BOULEVARD, LAS VEGAS, NEVADA 89107  
(702) 486-5205 FAX (702) 486-5172

**Brian Sandoval**  
*Governor*

**Peter Barton**  
*Administrator*

**Claudia Vecchio**  
*Director*

**Dennis McBride**  
*Museum Director*

## Report to the Board of Museums and History March 7, 2014

### I. Status of Private Funds Budget

**Status of Private Funds Budget B/A #5039**  
**State Fiscal Year 2014**

Status of Private Funds Budget B/A #5039					Status	
State Fiscal Year 2014						
	GL #	Approved Budget	Approved Changes	Total Budget	Year to Date Actuals	Percentage Year to Date
Revenues:						
Balance Forw from Prior FY (restricted)	A2511	8,759	0	8,759	8,759	100.00%
Balance Forw from Prior FY (unrestricted)	2511	6,287	0	6,287	6,287	100.00%
Facilities Charge	3801	16,454	0	16,454	8,555	51.99%
Charges for Services	3871	0	0	0	0	0.00%
Memberships	4008	16,251	0	16,251	9,025	55.53%
Photograph Sales	4010	1,164	0	1,164	120	10.31%
Merchandise Sales	4025	88,562	0	88,562	28,975	32.72%
Book & Pamphlet Sales	4052	0	0	0	0	0.00%
Gifts & Donations	4251	3,909	0	3,909	925	23.65%
Private Grant	4265	5,000	49,000	54,000	30,200	55.93%
Treasurer's Interest	4326	294	0	294	7	2.48%
Investment Income	4328	0	0	0	0	0.00%
Withdrawals from Trust (restricted)	4454	0	2,280	2,280	2,280	100.00%
Total Revenue:		\$146,680	0	\$197,960	\$95,133	48.06%
Expenditures:						
	Category					
Administration	35	41,222	2,280	43,502	24,047	55.28%
Collections	39	1,500	0	1,500	0	0.00%
Education	41	0	0	0	0	0.00%
Natural History	47	700	0	700	665	95.00%
Museum Store	49	88,562	0	88,562	27,764	31.35%
Special Projects (Restricted)	55	11,287	49,000	60,287	12,190	20.22%
Reserve	86	3,409	0	3,409	0	0.00%
Total Expenditures:		\$146,680	\$51,280	\$197,960	\$64,666	32.67%
Revenues Over (Under) Expenditures:		\$0	-\$51,280	\$0	\$30,467	15.39%

### Budget Status

This report reflects operations through January 31, 2014. Our private budget is operating at a loss which led the Board in December to vote to de-fund the Retail Storekeeper's position. At the writing of this report, revenue is beginning to accumulate in the private budget once again. Attendance is good but attendance receipts are not available on a monthly basis as that data comes through the Las Vegas Springs Preserve joint operating agreement with the state. Rental income for this period includes a continuing storage arrangement with the Mob Museum. Membership income in general remains steady.



Nevada State Museum-Las Vegas  
Report to Board  
March 7, 2014

## **II. Museum Store Sales**

Store sales chart comparison against three previous fiscal years.

	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>June</u>	<u>TOTAL</u>
FY 14	4,518	4,088	2,646	6,737	3,993	3,350	3,643						28,975
FY 13	3,251	2,786	2,992	4,852	4,112	3,080	3,340	4,218	4,356	5,225	4,259	2,805	45,256
FY 12	320	38	0	2,429	11,193	4,565	5,388	5,320	3,918	5,776	4,879	3,401	47,227
FY 11	666	994	1,094	1,456	1,797	1,685	1,039	620	473	722	654	2,169	13,369
FY 10	2,994	1,105	1,577	2,051	1,560	979	1,161	1,701	977	1,835	2,310	1,471	19,721
YTD	4,518	8,606	11,252	17,989	21,982	25,332	28,975	0	0	0	0	0	28,975
YTD Comparison	139.0%	142.6%	124.6%	129.6%	122.2%	120.3%	118.8%	0.0%	0.0%	0.0%	0.0%	0.0%	
Monthly Comparison	139.0%	146.7%	88.4%	138.8%	97.1%	109.5%	109.1%	0.0%	0.0%	0.0%	0.0%	0.0%	

Year-to-Date Comparison compares the cumulative year to date figures against the same time period in the previous year.

Monthly Comparison compares the current month of the current year against the same month in the previous year.

## **Museum Store Sales**

Store sales in November 2013 - January 2014 were slightly higher than November 2012 - January 2013. Remedies to the Museum store's chronically low sales were considered by the Board which voted in December 2013 to de-fund the Retail Storekeeper's position.

## **III. Museum Revenue and Expenditure**

<u>Revenues</u>	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>June</u>	<u>Total</u>
Store Sales	4,518	4,088	2,646	6,737	3,993	3,351	3,643	0	0	0	0	0	28,975
<u>Expenditures</u>													
Merchandise	0	876	1,092	3,475	192	2,884	0	0	0	0	0	0	8,619
Personnel	2,312	7,055	5,150	5,150	5,081	5,012	7,080	0	0	0	0	0	36,850
Operating/Other	105	154	0	0	127	98	51	0	0	0	0	0	535
Total Expenditures	2,417	8,185	6,242	8,625	5,400	7,994	7,141	0	0	0	0	0	46,004
Net Profit	2,101	-4,097	-3,596	-1,888	-1,407	-4,643	-3,498	0	0	0	0	0	-17,029

## **Museum Store Revenue and Expenditures**

The \$36,850 figure in personnel costs is 100% for both the Retail Storekeeper and the Museum Attendant. The Museum Attendant position is supported by both the museum store and general administration (category 35). The large merchandise expenditure figures in October and December 2013 reflect purchases of Nevada-related books from Stephens Press which went out of business.

Nevada State Museum-Las Vegas  
Report to Board  
March 7, 2014

#### IV. Membership

Memberships (new and renewals) chart comparison against three previous fiscal years.

Membership Categories	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
Individual	0	6	2	1	1	6	2	0	0	0	0	0	18
Family	6	9	6	6	4	10	5	0	0	0	0	0	46
Sustaining	3	2	2	1	2	2	1	0	0	0	0	0	13
Contributing	0	0	0	0	0	0	0	0	0	0	0	0	0
Patron	0	0	0	0	0	1	0	0	0	0	0	0	1
Benefactor	0	1	0	0	0	0	0	0	0	0	0	0	1
Senior	0	3	8	3	7	14	3	0	0	0	0	0	38
<b>FY 14 Total</b>	<b>9</b>	<b>21</b>	<b>18</b>	<b>11</b>	<b>14</b>	<b>33</b>	<b>11</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>117</b>
<b>FY 13</b>	<b>26</b>	<b>2</b>	<b>14</b>	<b>33</b>	<b>33</b>	<b>29</b>	<b>13</b>	<b>31</b>	<b>41</b>	<b>27</b>	<b>26</b>	<b>20</b>	<b>295</b>
<b>FY 12</b>	<b>13</b>	<b>5</b>	<b>1</b>	<b>32</b>	<b>43</b>	<b>47</b>	<b>14</b>	<b>23</b>	<b>32</b>	<b>67</b>	<b>34</b>	<b>12</b>	<b>117</b>
<b>FY 11</b>	<b>20</b>	<b>7</b>	<b>4</b>	<b>7</b>	<b>19</b>	<b>12</b>	<b>13</b>	<b>27</b>	<b>10</b>	<b>11</b>	<b>24</b>	<b>3</b>	<b>157</b>
<b>FY 10</b>	<b>14</b>	<b>11</b>	<b>7</b>	<b>16</b>	<b>14</b>	<b>14</b>	<b>15</b>	<b>27</b>	<b>14</b>	<b>15</b>	<b>24</b>	<b>4</b>	<b>175</b>
<b>YTD</b>	<b>9</b>	<b>30</b>	<b>48</b>	<b>59</b>	<b>73</b>	<b>106</b>	<b>117</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>117</b>
<b>YTD Comparison</b>	<b>34.6%</b>	<b>107.1%</b>	<b>114.3%</b>	<b>78.7%</b>	<b>67.6%</b>	<b>77.4%</b>	<b>78.0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>
<b>Monthly Comparison</b>	<b>34.6%</b>	<b>1050.0%</b>	<b>128.6%</b>	<b>33.3%</b>	<b>42.4%</b>	<b>113.8%</b>	<b>84.6%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>

Year-to-Date Comparison compares the cumulative year to date figures against the same time period in the previous year.

Monthly Comparison compares the current month of the current year against the same month in the previous year.

#### Membership

The Museum's monthly membership numbers generally range in the 20s, although there is an occasional spike when memberships are solicited during well attended special events. As noted previously, however, competition with the Springs Preserve's membership campaign continues to hamper our signing new members. As required by the Joint Operating Agreement, Nevada State Museum, Las Vegas patrons must enter through the Springs' ticketing area where they are approached aggressively to buy Springs Preserve memberships.

#### V. Museum Attendance

Attendance chart comparison against four previous fiscal years.

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
<b>FY 14</b>	<b>4,490</b>	<b>3,423</b>	<b>2,565</b>	<b>4,481</b>	<b>3,568</b>	<b>3,337</b>	<b>3,771</b>						<b>25,615</b>
<b>FY 13</b>	<b>3,974</b>	<b>3,070</b>	<b>3,116</b>	<b>3,603</b>	<b>3,221</b>	<b>2,650</b>	<b>2,381</b>	<b>3,230</b>	<b>4,185</b>	<b>3,773</b>	<b>3,676</b>	<b>3,019</b>	<b>39,898</b>
<b>FY 12</b>	<b>678</b>	<b>0</b>	<b>0</b>	<b>2,088</b>	<b>5,946</b>	<b>4,731</b>	<b>5,136</b>	<b>4,985</b>	<b>4,043</b>	<b>4,983</b>	<b>4,857</b>	<b>3,334</b>	<b>40,781</b>
<b>FY 11</b>	<b>1,237</b>	<b>1,119</b>	<b>674</b>	<b>1,477</b>	<b>1,286</b>	<b>1,749</b>	<b>881</b>	<b>838</b>	<b>1,029</b>	<b>1,166</b>	<b>750</b>	<b>1,063</b>	<b>13,269</b>
<b>FY 10</b>	<b>1,689</b>	<b>926</b>	<b>1,205</b>	<b>924</b>	<b>1,060</b>	<b>1,380</b>	<b>830</b>	<b>1,320</b>	<b>804</b>	<b>1,199</b>	<b>6,299</b>	<b>2,947</b>	<b>20,583</b>
<b>FY 09</b>	<b>1,918</b>	<b>659</b>	<b>1,492</b>	<b>1,279</b>	<b>1,019</b>	<b>995</b>	<b>1,201</b>	<b>990</b>	<b>1,741</b>	<b>1,490</b>	<b>2,151</b>	<b>3,363</b>	<b>18,298</b>
<b>YTD</b>	<b>4,490</b>	<b>7,913</b>	<b>10,478</b>	<b>14,939</b>	<b>18,507</b>	<b>21,844</b>	<b>25,615</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,615</b>
<b>YTD Comparison</b>	<b>112.98%</b>	<b>112.34%</b>	<b>103.13%</b>	<b>108.54%</b>	<b>108.97%</b>	<b>111.26%</b>	<b>116.35%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>
<b>Monthly Comparison</b>	<b>112.98%</b>	<b>111.50%</b>	<b>82.32%</b>	<b>123.81%</b>	<b>110.77%</b>	<b>125.92%</b>	<b>158.38%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>

Year-to-Date Comparison compares the cumulative year to date figures against the same time period in the previous year.

Monthly Comparison compares the current month of the current year against the same month in the previous year.

### **Museum Attendance**

Museum attendance for November 2013 - January 2014 [FY 2014] is higher than the same period in 2012-13 [FY 2013]. Part of this increase is due to the Museum's being open five days a week rather than four. I also believe that the increase may be in part attributed to a general improvement in the Southern Nevada economy.

### **VI. Attendance Receipts**

Current attendance receipts compared against four previous fiscal years.

	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>TOTAL</u>
<b>FY 14</b>													
<b>FY 13</b>	53,172												53,172
<b>FY 12</b>	0	0	0	n/a	n/a	53,172	n/a	n/a	n/a	n/a	n/a	n/a	53,172
<b>FY 11</b>	436	344	496	526	394	344	364	490	44	0	0	0	3,438
<b>FY 10</b>	523	399	372	486	402	486	381	368	270	1,262	400	544	5,893
<b>FY 09</b>	669	596	482	715	457	707	695	763	543	1,043	699	986	8,355
<b>YTD</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>YTD Compari</b>	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0.0%
<b>Monthly Compari son</b>	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	

Year-to-Date Comparison compares the cumulative year to date figures against the same time period in the previous year. Monthly Comparison compares the current month of the current year against the same month in the previous year.

### **Attendance Receipts**

Attendance receipts are tied into the joint operating agreement with the Las Vegas Valley Water District and those numbers are not available to us on a monthly basis. A \$53,172 base payment from the Las Vegas Springs Preserve is ordinarily received in July of the fiscal year. Payment due in July 2013, however, has been delayed until an extension of the joint operating agreement is executed.

### **VII. Fundraising**

We continue raising funds by serving as a paid repository for archaeological material; renting storage space to other museums; and renting our special events room, orientation room, and downstairs meeting room for events and organizational meetings. While the Museum is now open another week day, paid events will remain limited due to limited staff to work them, as well as to avoid wear-and-tear on the facility and kitchen equipment.

The Director continues working with a contributor planning to create a substantial endowment fund to accompany a bequest. In addition, the Museum, through restricted donations, has established a collection development fund and a programming fund [\$7,029 and \$3,125, currently, respectively]. Staff also obtained significant corporate sponsorship for the Museum's upcoming sesquicentennial exhibit, to which was added matching funds from the Las Vegas Centennial Commission.

### **VIII. Museum Activities**

- **statistics [November 2013 - January 2014]**
  - school groups: 883 children
  - trunks: 1,433 children's use
  - volunteer hours: 1,080
  - research requests: 300
  - collections: 540 items added to the collections
  - Past Perfect catalog: 2,858 records added/updated
  - Facebook: 2,703,178 impressions; 9,634 fans
  - Twitter: 1,337 followers
  
- **events [November 2013 - January 2014]**

The Museum continues sponsoring and hosting events that fit our mission by marketing our facilities to educational groups and institutions, as well as non-profit organizations. These have included the Kids' Art Auction for Charity; Desert Research Institute; Desert Wetlands Conservancy; the U. S. Green Building Council; Preserve Nevada; and many others. The Las Vegas Tourist Guide Guild is using the Museum and its resources to train tour guides in Nevada and Las Vegas history. In addition, the Museum hosts autograph receptions for book releases as well as educational lectures, panel discussions, and performances. In the period November 2013-January 2014 these special events attracted more than 1,000 participants.
  
- **staff activities [November 2013 - January 2014]**

Staff at the Nevada State Museum, Las Vegas continue supporting the Museum and its mission by providing lectures, introductions, workshops, demonstrations, and outreach at both on- and off-site venues. Collaborative efforts for programs and exhibits this year have proven successful. In addition, staff have overseen a great increase in participation of volunteers and interns, and continue updating skills through state training.

### **Mission Statement**

The mission of the Nevada State Museum, Las Vegas is to inspire and educate a diverse public about the history and natural history of Nevada. To fulfill that mission we collect, preserve, exhibit and disseminate material that contributes to an understanding and appreciation of the State.

### **Current Operations**

On July 1, 2013, the Nevada State Museum, Las Vegas staff were returned to full-time status. The Museum itself is now open Thursday through Monday, 10:00 a.m. to 6:00 p.m.

**Dennis McBride, Director**  
**March 7, 2014**





STATE OF NEVADA  
DEPARTMENT OF TOURISM and CULTURAL AFFAIRS  
DIVISION OF MUSEUMS AND HISTORY  
**NEVADA STATE MUSEUM LAS VEGAS**  
309 SOUTH VALLEY VIEW BOULEVARD, LAS VEGAS, NEVADA 89107  
(702) 486-5205 FAX (702) 486-5172

Refers to  
Agenda Item #  
7 C 1

**TO: Board of Directors, Division of Museums and History**

**FROM: Dennis McBride, Director, Nevada State Museum, Las Vegas**

**Re: property at 711 South Seventh Street, Las Vegas, NV**

In late November I received a telephone call from Louise LoPresti regarding a house at 711 South Seventh Street, Las Vegas, that was left to the Nevada Historical Society by Jacqueline Shuffield--or which would come to the Society should Ms Shuffield's executor and successor Trustee--Louise LoPresti--die or cease permanently to live at the property. If the Society were to obtain the house, Ms. Shuffield's trust stipulates that it never be sold, Ms. LoPresti wishes the Society to quit claim the house to her, as she notes in the attached letter to me of December 2, 2013. Included with this report are a First Codicil to Ms. Shuffield's will; Affidavit of Successor Trustee; and a Second Amendment to the Jacqueline Shuffield Family Trust. I also include several photographs of the subject property, below, as well as scans of the Clark County Historic Property Survey sheets for this address.

So far as any of us knows, the Society had no prior knowledge of this gift and has not made any attempt to acquire it. Ms. LoPresti is anxious to have this matter resolved as soon as possible.



711 South Seventh Street, ca. 1984



South Seventh Street, January 30, 2014



711 S. 7th St. [01.30.2014]



711 S. 7th St. [01.30.2014]



711 S. 7th St. [01.30.2014]



711 S. 7th St. [01.30.2014]



711 S. 7th St. [01.30.2014(rear)]





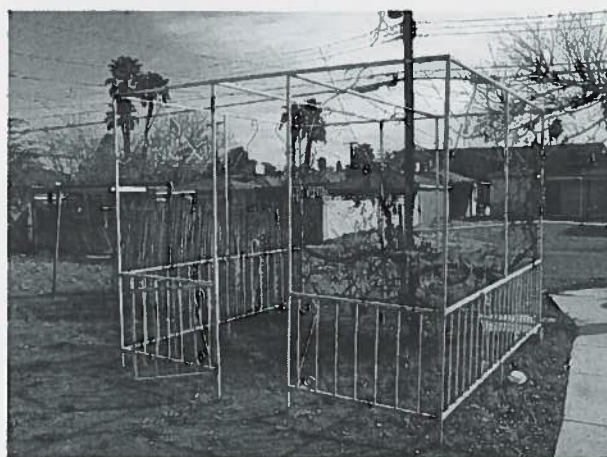
711 S. 7th St. [01.30.2014 (rear)]



711 S. 7th St. [01.30.2014 (garage with cat lady)]



711 S. 7th St. [01.30.2014 (garage)]



711 S. 7th St. [01.30.2014 (grape arbor)]

\* \* \*

Dec 2 2013

Dear Mr McBride:

Enclosed are copies of the will & my appointment as Successor Trustee.

I want to get the property mentioned in the trust put in my name and out of the trust.

As you will see it states the property, upon my death, to be distributed to the Nevada Historical Society, but not to be sold. The only asset left of the trust is the property.

I would greatly appreciate your letting me know how I can get the property put in my name. My attorney said to get a quit claim deed signed by the society, but who would sign it?

I am currently living temporarily with my sister in Florida until her medical situation is more stable.

I can be reached at 702-384-1627 and her address is 41 Orange Tree Cir.

Winter Garden Florida 34787

My son Stephen, who lives in Las Vegas is currently taking care of the property for me.



The house needs some extensive repairs and  
I don't wish to spend the money  
on repairs that won't benefit me.

I'm grateful for any help concerning  
this situation.

Sincerely

Louise Lo Presti  
Louise Lo Presti

Refers to Agenda  
Item # 8

**Division of Museums & History**  
**Fiscal Year 2014**  
**Morgan Stanley Investment Accounts**  
**Summary For Month Ending November 30, 2013**

DATE	ACCOUNT	D W Monthly Statement				Disbursement to Museums									
		CASH	MMF	STOCKS	TOTAL	Board Use	NSMHS-LV	NHS	LCM	NSM	Bretzloff Endowment	NSRM	EERDM	BCRRM	TOTAL
Nov-13	107-101258-040 (BRANDES)	0.00	15,478.54	256,079.13	271,557.67	-104,358.00	25,791.81	87,112.01	100,277.79	22,285.10	0.00	49,881.81	8,428.34	0.00	271,557.67
Nov-13	107-044085-040 (AAA)	87,887.48	7,888.24	28,984.19	124,759.91	-4,324.10	2,327.82	4,920.97	32,695.40	9,264.80	0.00	48,898.80	11,390.89	18,881.12	124,759.91
Nov-13	107-048543-040 (AAA-WHV)	0.00	3,612.96	226,313.28	229,926.24	-888.00	31,040.04	58,331.93	97,718.65	17,244.47	0.00	17,244.47	10,348.68	0.00	229,926.24
Nov-13	107-101258-040 (BSA)	0.00	0.00	216,346.16	216,346.16	0.00	0.00	0.00	0.00	0.00	216,346.16	0.00	0.00	0.00	216,346.16
Nov-13	107-101258-040 (BSA-UMA)	0.00	10,718.31	428,852.04	439,570.35	-110,636.62	23,334.42	97,325.77	210,130.23	10,667.67	0.00	79,891.49	18,220.78	0.00	439,570.35
<b>Total</b>		<b>\$87,887.48</b>	<b>\$37,698.05</b>	<b>\$1,156,574.80</b>	<b>\$1,282,160.33</b>	<b>-\$220,206.72</b>	<b>\$82,493.89</b>	<b>\$225,690.68</b>	<b>\$441,122.07</b>	<b>\$59,462.04</b>	<b>\$216,346.16</b>	<b>\$193,798.57</b>	<b>\$48,387.78</b>	<b>\$18,881.12</b>	<b>\$1,282,160.33</b>

**Division of Museums & History**  
**Fiscal Year 2014**  
**Morgan Stanley Investment Accounts**  
**Summary For Month Ending December 31, 2013**

DATE	ACCOUNT	D W Monthly Statement				Disbursement to Museums									
		CASH	MMF	STOCKS	TOTAL	Board Use	NSMHS-LV	NHS	LCM	NSM	Bretzloff Endowment	NSRM	EERDM	BCRRM	TOTAL
Dec-13	107-101258-040 (BRANDES)	0.00	18,640.81	255,988.20	274,609.01	-104,358.00	28,107.33	87,933.53	101,505.28	22,285.10	0.00	50,289.72	6,508.04	0.00	274,609.01
Dec-13	107-044085-040 (AAA)	87,887.48	7,868.28	0.00	95,755.74	-4,324.10	1,788.65	3,778.94	25,324.63	7,110.92	0.00	38,072.52	8,742.81	12,941.25	95,755.74
Dec-13	107-048543-040 (AAA-WHV)	0.00	7,448.12	473,618.23	481,066.35	-888.00	35,838.24	65,039.77	112,824.09	19,910.13	215,597.90	19,910.13	11,948.08	0.00	481,066.35
Dec-13	107-101258-040 (BSA)	0.00	0.12	0.00	0.12	0.00	0.00	0.00	0.00	0.00	0.12	0.00	0.00	0.00	0.12
Dec-13	107-101259-040 (BSA-UMA)	0.00	11,300.20	437,589.88	448,890.08	-110,636.62	23,829.15	99,389.28	214,585.39	10,893.85	0.00	81,585.34	18,607.09	0.00	448,890.08
Total		\$87,887.48	\$45,257.51	\$1,167,176.31	\$1,300,321.30	-\$220,206.72	\$87,561.37	\$238,139.50	\$484,239.40	\$80,200.01	\$215,598.02	\$187,837.72	\$45,804.02	\$12,941.25	\$1,300,321.30



Division of Museums & History  
 Fiscal Year 2014  
 Morgan Stanley Investment Accounts  
 Summary For Month Ending January 31, 2014

DATE	ACCOUNT	DW Monthly Statement				Disbursement to Museums									
		CASH	MMF	STOCKS	TOTAL	Board Use	NSMHS-LV	NHS	LCM	NSM	Bretzloff Endowment	NSRM	EERDM	BCRRM	TOTAL
Jan-14	107-101258-040 (BRANDES)	0.00	20,876.02	243,011.02	263,887.04	-104,358.00	24,997.95	65,046.84	97,192.03	22,285.10	0.00	48,133.62	6,231.49	0.00	263,887.04
Jan-14	107-044095-040 (AAA)	87,887.48	7,888.28	0.00	95,755.74	-4,324.10	1,788.65	3,776.94	25,324.63	7,110.92	0.00	36,072.52	8,742.81	12,941.25	95,755.74
Jan-14	107-048543-040 (AAA-WHV)	0.00	8,459.48	485,740.30	472,199.78	-888.00	35,177.70	63,841.02	110,744.62	19,543.17	211,824.20	19,543.17	11,725.90	0.00	472,199.78
Jan-14	107-101258-040 (BSA)	0.00	271.88	0.00	271.88	0.00	0.00	0.00	0.00	0.00	271.88	0.00	0.00	0.00	271.88
Jan-14	107-101259-040 (BSA-JMA)	0.00	7,630.30	430,974.82	438,605.12	-110,636.82	21,124.21	97,616.87	210,758.73	10,699.58	0.00	80,130.45	18,275.28	0.00	438,605.12
Total		\$87,887.48	\$43,105.94	\$1,139,728.14	\$1,270,719.56	-\$220,206.72	\$83,088.52	\$230,281.67	\$444,020.03	\$59,638.77	\$211,896.08	\$183,879.76	\$44,975.48	\$12,941.25	\$1,270,719.56

Refers to Agenda  
Item # 8



**Nevada Department of Tourism and Cultural Affairs  
DIVISION OF MUSEUMS & HISTORY**

708 North Curry Street  
Carson City, Nevada 89703  
(775) 687-4340 Fax (775) 687-4333

**Brian Sandoval**  
Governor

**Peter Barton**  
Administrator

**Claudia Vecchio**  
Director

**MEMORANDUM**

**To: Jeff Mohlenkamp, Director, Department of Administration**

**From: Peter Barton, Administrator, Division of Museums & History**

**Date: 14 February 2014**

**Re: IFC INFORMATIONAL ITEM: NRS 381.0033(b)**

---

The Division of Museums and History requests an informational item be added to the April 10, 2014 meeting of the Interim Finance Committee (IFC). Pursuant to NRS 381.0033(b), the Board of Museums and History or its designee shall submit a report to the IFC semi-annually concerning the investment and expenditure of Museum Dedicated Trust Funds. An updated version of the attached report is submitted for IFC review semi-annually to meet this requirement. Attached you will please find the report covering the first half of fiscal year 2014, July 1 through December 31, 2013.

Please do not hesitate to contact me if I may provide additional information.

Thank you.

## **Report on Dedicated Trust Fund**

### **December 31, 2013**

#### **NRS 381.0033 Budgeting, expenditure and accounting of money in Dedicated Trust Fund.**

1. Except as otherwise provided in subsection 2:

(a) The private money must be budgeted and expended, within any limitations which may have been specified by particular donors, at the discretion of the Board.

(b) The Board or its designee shall submit a report to the Interim Finance Committee semiannually concerning the investment and expenditure of the private money in such form and detail as the Interim Finance Committee determines is necessary.

(c) A separate statement concerning the anticipated amount and proposed expenditures of the private money must be submitted to the Chief of the Budget Division of the Department of Administration for his information at the same time and for the same fiscal years as the proposed budget of the Department submitted pursuant to NRS 353.210. The statement must be attached to the proposed budget of the Department when it is submitted to the Legislature.

2. Any private money which the Board authorizes for use in funding all or part of a classified or unclassified position or an independent contractor must be included in the budget prepared for the Department pursuant to chapter 353 of NRS. The Board shall transfer to the State Treasurer for deposit in the appropriate general fund budget account of the Division any money necessary to pay the payroll costs for the positions that it has agreed to partially or fully fund from private money. The money must be transferred on a regular basis at such times as the State Treasurer determines is necessary.

(Added to NRS by 1989, 1518; A 1993, 1585)

#### **Report:**

Pursuant to NRS 381.0033(c), a separate statement concerning the anticipated amount and proposed expenditures of the private money must be submitted to the Chief of the Budget Division of the Department of Administration for his information at the same time and for the same fiscal years as the proposed budget of the Department submitted pursuant to NRS 353.210. The statement must be attached to the proposed budget of the Department when it is submitted to the Legislature. See attached report to meet the reporting requirement.



**STATE OF NEVADA**  
**DEPARTMENT OF TOURISM AND CULTURAL AFFAIRS**  
**DIVISION OF MUSEUMS & HISTORY DEDICATED TRUST FUND**  
**COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES (CASH BASIS)**  
**FOR SFY 2014 JULY 01, 2013 THRU DECEMBER 31, 2013**

	5033	5034	5035	5036	5037	5038	5039	All
	MUSEUMS & HISTORY BOARD	MUSEUM ADMINISTRATOR'S OFFICE	NEVADA HISTORICAL SOCIETY	NEVADA STATE MUSEUM	NEVADA STATE RAILROAD MUSEUMS	LOST CITY MUSEUM	NEVADA STATE MUSEUM LAS VEGAS	AS OF December 31, 2013
<b>REVENUES:</b>								
Funds Balanced Frwd frm SFY 13 Restricted	0.00	0.00	58,886.00	111,896.00	71,024.00	2,995.00	6,287.00	251,088.00
Funds Balanced Frwd frm SFY 13 Unrestricted	3,339.00	11,801.00	78,242.00	78,467.00	88,923.00	27,403.00	8,759.00	296,734.00
Funds Balanced Frwd to SFY 15 Restricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Funds Balanced Frw to d SFY 15 Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BLM Cooperative Agreement	0.00	0.00	0.00	14,911.38	0.00	0.00	0.00	14,911.38
Facilities Charges	0.00	0.00	0.00	0.00	4,700.00	0.00	8,155.00	12,855.00
Special Services	0.00	0.00	0.00	75.00	0.00	0.00	0.00	75.00
Volunteer Fees	0.00	0.00	0.00	0.00	10.00	0.00	0.00	10.00
Charges for Services	0.00	0.00	0.00	7,825.10	0.00	0.00	0.00	7,825.10
Charges for Services - Designated	0.00	0.00	0.00	22,378.10	0.00	0.00	0.00	22,378.10
Membership	0.00	0.00	9,618.59	12,250.00	0.00	860.00	7,519.95	30,248.54
Photo Sales	0.00	0.00	12,870.54	245.00	0.00	0.00	120.00	13,235.54
Printing Sales	0.00	0.00	1,086.22	0.00	0.00	0.00	0.00	1,086.22
Merchandise Sales	0.00	0.00	11,772.20	80,535.04	74,017.95	41,182.68	25,331.88	232,839.75
Books and Pamphlets Sales	0.00	0.00	82.67	110.00	0.00	0.00	0.00	192.67
Publication Sales	0.00	4,900.00	0.00	0.00	0.00	0.00	0.00	4,900.00
Gifts and Donations	0.00	0.00	2,784.59	1,183.52	2,762.54	742.93	700.66	8,174.24
Private Grant	0.00	0.00	20,988.20	1,557.00	647.75	0.00	0.00	23,192.95
Private Grant - Friends of the Railroad	0.00	0.00	0.00	0.00	5,000.00	0.00	26,200.00	31,200.00
Treasurer's Interest	5.31	0.84	16.36	0.00	18.11	0.00	7.29	47.91
Investment Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Receipt from Outside Bank Account	22,061.00	6,408.00	0.00	0.00	0.00	2,767.00	0.00	31,236.00
Transfer from Museums	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Revenues (CASH)</b>	<b>\$25,405.31</b>	<b>\$22,909.84</b>	<b>\$196,347.37</b>	<b>\$331,433.14</b>	<b>\$247,103.35</b>	<b>\$75,950.61</b>	<b>\$83,080.78</b>	<b>\$982,230.40</b>

**STATE OF NEVADA**  
**DEPARTMENT OF TOURISM AND CULTURAL AFFAIRS**  
**DIVISION OF MUSEUMS & HISTORY DEDICATED TRUST FUND**  
**COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES (CASH BASIS)**  
**FOR SFY 2014 JULY 01, 2013 THRU DECEMBER 31, 2013**

	5033	5034	5035	5036	5037	5038	5039	All
	MUSEUMS & HISTORY BOARD	MUSEUM ADMINISTRATOR'S OFFICE	NEVADA HISTORICAL SOCIETY	NEVADA STATE MUSEUM	NEVADA STATE RAILROAD MUSEUMS	LOST CITY MUSEUM	NEVADA STATE MUSEUM LAS VEGAS	AS OF December 31, 2013
<b>EXPENDITURES:</b>								
Administration	19,995.90	4,410.86	2,381.62	1,012.95	4,978.96	2,527.55	20,768.23	56,076.07
NHS Quarterly	0.00	0.00	17,171.85	0.00	0.00	0.00	0.00	17,171.85
Museum Store	0.00	0.00	7,086.80	57,222.81	38,717.51	37,154.94	24,883.15	164,865.21
Photo	0.00	0.00	24.12	0.00	0.00	0.00	0.00	24.12
BLM Fed Cooperative Agreement	0.00	0.00	0.00	30,218.39	0.00	0.00	0.00	30,218.39
Anthropology	0.00	0.00	0.00	809.92	0.00	0.00	0.00	809.92
Natural History	0.00	0.00	0.00	93.00	0.00	0.00	600.00	693.00
Education	0.00	0.00	0.00	595.27	0.00	0.00	0.00	595.27
Exhibits	0.00	0.00	0.00	1,165.70	1,223.52	640.72	0.00	3,029.94
History	0.00	0.00	0.00	496.23	0.00	0.00	0.00	496.23
Docent	0.00	0.00	0.00	320.85	597.30	83.70	0.00	1,001.85
Coin Press - Designated	0.00	0.00	0.00	15,847.90	0.00	0.00	0.00	15,847.90
Coin Show - Designated	0.00	0.00	0.00	3,782.83	0.00	0.00	0.00	3,782.83
Book Production	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Friends of the Railroad	0.00	0.00	0.00	0.00	3,296.71	0.00	0.00	3,296.71
East Ely Museum Total	0.00	0.00	0.00	0.00	3.10	0.00	0.00	3.10
Boulder City Museum Total	0.00	0.00	0.00	0.00	18,358.82	0.00	0.00	18,358.82
Boulder City Museum Restricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Special Projects	0.00	0.00	0.00	0.00	0.00	2,346.74	0.00	2,346.74
Restricted Projects	0.00	0.00	146.83	5,094.98	17,164.78	0.00	12,189.64	34,596.23
Transfer Funds to Outside Bank	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Reserve	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Expenditures</b>	<b>\$19,995.90</b>	<b>\$4,410.86</b>	<b>\$26,811.22</b>	<b>\$116,660.83</b>	<b>\$84,340.70</b>	<b>\$42,753.65</b>	<b>\$58,241.02</b>	<b>\$353,214.18</b>
<b>DIFFERENCE</b>	<b>5,409.41</b>	<b>18,498.98</b>	<b>169,536.15</b>	<b>214,772.31</b>	<b>162,762.65</b>	<b>33,196.96</b>	<b>24,839.76</b>	<b>629,016.22</b>
<b>INVESTMENT ACCOUNTS</b>								
Morgan Stanley - 107-101256	0.00	0.00	67,933.53	22,285.10	56,777.76	101,505.28	26,107.33	274,609.00
Morgan Stanley - 107-044095	0.00	0.00	3,776.94	7,110.92	57,756.59	25,324.63	1,786.65	95,755.74
Morgan Stanley - 107-046543 *	0.00	0.00	65,039.77	235,508.03	31,856.21	112,824.09	35,838.24	481,066.35
Morgan Stanley - 107-101258	0.00	0.00	0.00	0.12	0.00	0.00	0.00	0.12
Morgan Stanley - 107-101259	0.00	0.00	99,389.26	10,893.85	100,192.43	214,585.39	23,829.15	448,890.08
<b>Total Investment Accounts (VALUE) As Of 12/31/2013</b>	<b>0.00</b>	<b>0.00</b>	<b>236,139.51</b>	<b>275,798.03</b>	<b>246,583.00</b>	<b>454,239.40</b>	<b>87,561.37</b>	<b>1,300,321.30</b>

\* This account has restricted endowment of 215,597.90 from Bretzoff)



**Brian Sandoval**  
*Governor*

**Claudia Vecchio**  
*Director*

Refers to Agenda Item  
#8

**Nevada Department of Tourism and Cultural Affairs**  
**DIVISION OF MUSEUMS & HISTORY**

708 North Curry Street  
Carson City, Nevada 89703  
(775) 687-4340 Fax (775) 687-4333

**Peter Barton**  
*Administrator*

**INFORMAL SOLICITATION**

February 25, 2014

Individual's Name  
Company  
Address

Fax Delivery: XXXXX or Email Delivery: XXXXXX

Subject: Request for Proposal for Auditing Services

Dear \*\*\*\*\*:

The State of Nevada, Division of Museums and History is seeking proposals from qualified vendors to develop financial statements for and perform an audit of the Museums Dedicated Trust Funds budgets of the seven institutions of the Division of Museums and History located in Carson City, Reno, Ely, Las Vegas, Boulder City, and Overton, Nevada. It is the State's intent to enter into contracts with Certified Public Accountants, acting as independent contractors, who have experience in meeting the various needs of agencies. These needs will vary but may include, at a minimum:

**SCOPE OF WORK**

Create financial statements for and perform an audit of the Museums Dedicated Trust Funds budgets of the seven institutions of the Division of Museums and History located in the following areas: Carson City, Reno, Ely, Las Vegas, Boulder City, and Overton, Nevada. All original documents are kept in the Division's Administrative Office in Carson City. Procedures will include tests of documentary evidence, existence of physical inventories, accounting records and procedures, as well as confirmation of any receivables and certain other assets and liabilities. Reports and recommendations on the financial statements and supplementary information will be produced in final form for distribution to Division of Museums and History, the Board of Museums and History, and the Nevada State Controller.



Expected deliverables from this contract are:

1. Create Financial Statements based on actual financial data provided by the Division of Museums and History and the Nevada State Controller's Office.
2. Audit Museums Dedicated Trust Funds to include, but not limited to:
  - A. Auditor to work onsite with Lost City Museum, Nevada State Museum – CC, Nevada State Railroad Museum – CC, Nevada State Railroad Museum – BC, Nevada Historical Society, and Nevada State Museum – LV stores to spot check and verify accuracy of annual inventory by staff on or about June 30th of each year.
  - B. Auditor to spot check revenue and expenditure transactions insufficiencies quality to verify compliance with the Board of Museums and History approved budgets.
  - C. Auditor to verify compliance with the Board Investment Policy.
3. Audit Financial Statements created by the Division of Museums and History of the Museums Dedicated Trust Funds.
4. Provide six original reports to be delivered to the Division of Museums and History on the financial statements and supplemental information no later than November 1st of each year.
5. Auditor to provide rate-per-hour for work as needed above and beyond deliverables 1, 2, and 3 above when needed or requested by the Division and/or Board.

These contracts will be administered by the Division of Museums and History and are anticipated to commence June 30, 2014, upon the Board of Museums and History approval for an initial two year period. Satisfactory performance in the initial period could result in a contract extension of an additional two years.

Your response should address, at a minimum, the following:

- The ability to provide service in all regions as listed in the scope of work.
- A copy of your Nevada Certified Public Accountant License
- A copy of your Certificate of Insurance
- A copy of an applicable city or county business license
- Contact person, and telephone number for service inquiries
- Provide a minimum of three references
- Company ownership and length of time in business
- Cost

Attached to this request you will find the State's standard Contract for Services of Independent Contractor form for your review. Please give special consideration to

Attachment BB, as this identifies the insurance limits contracted vendors will be expected to maintain for the life of the contract.

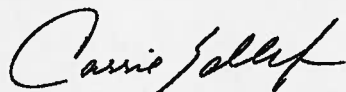
Questions regarding this solicitation should be sent to Carrie Edlefsen, Administrative Services Officer, in writing, no later than May 1, 2014. Questions may be sent by fax to 775/687-4333 or e-mail to [cedlefsen@nevadaculture.org](mailto:cedlefsen@nevadaculture.org). Responses will be provided in writing on or about May 5, 2014, to all vendors who submit questions.

Please provide your written proposal no later than May 16, 2014, at 3:00, PST. Your proposal must be addressed to:

Carrie Edlefsen, Administrative Service Officer  
708 N. Curry St.  
Carson City, NV 89703

Should you have any questions please do not hesitate to contact me at 775/687-4345.

Sincerely,

A handwritten signature in cursive script, appearing to read "Carrie Edlefsen".

Carrie Edlefsen  
Administrative Services Officer  
Division of Museums and History



Refers to Agenda  
Item # 10

**Nevada Department of Tourism and Cultural Affairs  
DIVISION OF MUSEUMS & HISTORY**

**708 North Curry Street  
Carson City, Nevada 89703  
(775) 687-4340 Fax (775) 687-4333**

**Brian Sandoval  
Governor**

**Peter Barton  
Administrator**

**Claudia Vecchio  
Director**

**30 December 2013**

**Mr. Rick Coombs  
Director  
Legislative Counsel Bureau  
401 S. Carson Street  
Carson City, NV 89701**

**Dear Rick:**

Pursuant to requirements in section 1, subsection (6) (a)(b) of Assembly Bill 24 (AB 24) of the 77<sup>th</sup> Legislative Session, the Division of Museums and History is required to report, annually, on or before January 1<sup>st</sup>, on the revenues received and expenditures made with revenues from the special Nevada Sesquicentennial license plate, approved in AB 24. This letter and attachments constitute the report for calendar year 2013.

On or about October 15, 2013, the Department of Motor Vehicles transferred \$67,037.86 in revenues from Sesquicentennial license plate sales to the Nevada Cultural Affairs Foundation (NV CAF). NV CAF President Robert Ostrovsky deposited the funds and immediately made a transfer of the entire amount received to the Nevada 150 Foundation, Inc. Those funds were deposited by the NV 150 Foundation on October 18, 2013. No subsequent transfers of revenue were made by DMV in the 2013 calendar year.

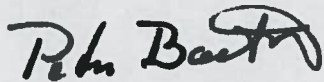
Funds received were commingled with Nevada 150 Foundation funds and utilized to support the various activities of the Nevada Sesquicentennial Commission as enumerated in section 1, subsection 5(a-d) of AB 24.

The attached spreadsheet was provided by the NV 150 Foundation, Inc., and shows activity for the period October 18, 2013 (when DMV funds were received) through December 17, 2013 (when the report was prepared).



Please do not hesitate to contact me directly should you have questions or require additional detail.

Sincerely,

A handwritten signature in black ink, appearing to read "Peter Barton". The signature is fluid and cursive, with the first name "Peter" and last name "Barton" clearly distinguishable.

Peter Barton  
Administrator  
Division of Museums and History

cc: Mandi Davis, LCB Fiscal Analyst  
Katrina Nielsen, Budget Analyst, Department of Administration  
Lt. Governor Brian Krolicki, Chair, Nevada Sesquicentennial Commission  
A.J. "Bud" Hicks, NV 150 Foundation, Inc.  
Robert Ostrovsky, President, Nevada Cultural Affairs Foundation

**Nevada 150 Foundation, Inc.**  
**DMV Income-Financial Report**  
**October 18 through December 17, 2013**

Oct 18 - Dec 17, 13

**Ordinary Income/Expense**

**Income**

43400 • Direct Public Support	2,864.00
43410 • Corporate Contributions	10,000.00
43440 • Logo Merchandise	1,445.94
44820 • Medallion Sales	165,548.70
44830 • Proceeds from License Plates	67,037.86

Funds rcvd and posted 10/18/2013

**Total Income** 246,896.50

**Cost of Goods Sold**

50000 • Cost of Goods Sold 13,137.00

**Total COGS** 13,137.00

**Gross Profit** 233,759.50

**Expense**

60900 • Business Expenses 507.31

**62100 • Contract Services**

62110 • Accounting Fees 1,435.00

62150 • Outside Contract Services 38,786.00

62160 • Public Relations 41,250.00

62170 • Media 9,808.00

62180 • Secretarial-Transcription 200.00

**Total 62100 • Contract Services** 91,479.00

62830 • Donations 250.00

**65000 • Operations**

65030 • Printing and Copying 588.66

65040 • Supplies 221.86

65060 • Marketing 3,800.00

**Total 65000 • Operations** 4,610.52

**68300 • Travel and Meetings**

68320 • Travel 6,537.55

**Total 68300 • Travel and Meetings** 6,537.55

**Nevada 150 Foundation, Inc.**  
**DMV Income-Financial Report**  
**October 18 through December 17, 2013**

**Oct 18 - Dec 17, 13**

**Total Expense**

**103,384.38**

**Net Ordinary Income**

**130,375.12**

**Net Income**

**130,375.12**





refers to Agenda  
Item # 11B 1

**Nevada Department of Tourism and Cultural Affairs  
DIVISION OF MUSEUMS & HISTORY**

708 North Curry Street  
Carson City, Nevada 89703  
(775) 687-4340 Fax (775) 687-4333

**Brian Sandoval**  
Governor

**Peter Barton**  
Administrator

**Claudia Vecchio**  
Director

**Date:** February 20, 2014  
**To:** Board of Museums and History  
**Through:** Peter Barton, Administrator  
Division of Museums and History  
**From:** Carrie Edlefsen, Administrative Services Officer II  
Division of Museums and History  
**Subject:** Private Funds Budget Adjustments – NSM – BA 5036

Approval for the below stated budget adjustment is being requested for SFY 2014:

**BA 5036 – Nevada State Museum Dedicated Trust Fund  
Revenue Authority Changes**

<u>RGL</u>	<u>Description</u>	<u>Current Authority</u>	<u>Change</u>	<u>Adjusted Authority</u>
3872	Charges for Services (Coin Press)	\$ 33,922	\$35,036	\$ 68,958
4008	Memberships	\$ 7,865	\$ 9,540	\$ 17,405
4025	Merchandise Sales	<u>\$132,794</u>	<u>\$10,000</u>	<u>\$142,794</u>
Total Revenues		<u>\$174,581</u>	<u>\$54,576</u>	<u>\$229,157</u>

**Expenditure Authority Changes –**

<u>Category</u>	<u>Description</u>	<u>Current Authority</u>	<u>Change</u>	<u>Adjusted Authority</u>
49	Museum Store	\$121,994	\$ 5,000	\$126,994
86	Reserve	<u>\$ 20,301</u>	<u>\$49,576</u>	<u>\$ 69,877</u>
Total Expenditures		<u>\$192,913</u>	<u>\$54,576</u>	<u>\$196,871</u>

**Justification:**

A budget change is being requested to increase total authority in RGL#'s 3872 – Charges for Services (Coin Press), 4008 – Memberships, and 4025 – Merchandise Sales with offsetting authority increases in Category 49 – Museum Store and Category 86 - Reserves. On July 1, 2013, the Nevada State Museum went from limited four day-a-week service to six days a week. In building the SFY 2014 budget, conservative percentages for anticipated increased attendance, sales and cost of goods expenditures were applied to this and all budgets. This museum is exceeding the current projections originally budgeted in this fiscal year for Memberships, Coin press, and Store Merchandise requiring that authority be increased so these revenues can continue to be received through the end of the fiscal year. Offsetting expenditure authority has been requested for Category 49 – Museum Store, to provide a small increase to cover additional expenditures for merchandise, Cam Commerce fees, credit card fees, supplies and incidentals. The additional revenues will be placed in Category 86 – Reserves.

Please sign below to signify your approval of this additional change to the budget.

\_\_\_\_\_  
Robert Stoldal, Chairman, Board of Museums and History

\_\_\_\_\_  
Date



refers to agenda  
Item # 11 B 2

**Nevada Department of Tourism and Cultural Affairs  
DIVISION OF MUSEUMS & HISTORY**

708 North Curry Street  
Carson City, Nevada 89703  
(775) 687-4340 Fax (775) 687-4333

**Brian Sandoval**  
*Governor*

**Peter Barton**  
*Administrator*

**Claudia Vecchio**  
*Director*

**Date:** February 20, 2014  
**To:** Board of Museums and History  
**Through:** Peter Barton, Administrator  
Division of Museums and History  
**From:** Carrie Edlefsen, Administrative Services Officer II  
Division of Museums and History  
**Subject:** Private Funds Budget Adjustments – LCM – BA 5038

Approval for the below stated budget adjustment is being requested for SFY 2014:

**BA 5038 – Lost City Museum Dedicated Trust Fund  
Revenue Authority Changes**

<u>RGL</u>	<u>Description</u>	<u>Original Authority</u>	<u>Change</u>	<u>Adjusted Authority</u>
4025	Merchandise Sales	\$55,298	\$35,000	\$90,298

**Expenditure Authority Changes –**

<u>Category</u>	<u>Description</u>	<u>Original Authority</u>	<u>Change</u>	<u>Adjusted Authority</u>
41	Museum Store	\$70,248	\$35,000	\$105,248

**Justification:**

A request is being submitted for a budget change to increase both the revenue and expenditure authority for the current fiscal year. On July 1, 2013, the Lost City Museum went from limited four day-a-week service to full opening, seven days a week. In building the SFY 2014 budget, conservative percentages for anticipated increased attendance, sales and cost of goods expenditures were applied to this and all budgets. This museum especially has exceeded projections for sales and activity. This budget change

seeks to increase authority for sales and expenditures for the museum store to accommodate anticipated activity through June 30, 2014.

It is important to note that although the Merchandise Sales Revenue GL amount appears as though a loss has been budgeted, funds were balanced forward into Merchandise Sales from fiscal year 2013 through the Balance Forward GL# 2511 in the amount of \$27,403.

Please sign below to signify your approval of this additional change to the budget.

\_\_\_\_\_  
Robert Stoldal, Chairman, Board of Museums and History

\_\_\_\_\_  
Date





Refers to Agenda  
Item # 11 C 1

STATE OF NEVADA  
DEPARTMENT OF TOURISM and CULTURAL AFFAIRS  
DIVISION OF MUSEUMS AND HISTORY  
**NEVADA STATE MUSEUM LAS VEGAS**  
309 SOUTH VALLEY VIEW BOULEVARD, LAS VEGAS, NEVADA 89107  
(702) 486-5205 FAX (702) 486-5172

**Date:** December 24, 2013  
**To:** Chairman  
Board of Museums and History  
**From:** Dennis McBride  
Nevada State Museum, Las Vegas  
**Re:** new restricted donation

The Nevada State Museum, Las Vegas has received \$2,000 from the Tiberti Family Foundation for use in museum programming. This fund is held in the State Treasurer's office and expended out of B/A 5039, category 55.

*Dennis McBride*

Dennis McBride, Director

*December 24, 2013*

Date

**Approval:** \_\_\_\_\_  
Chairman, Board of Museums and History

\_\_\_\_\_  
Date



**Tiberti Family**  
FOUNDATION

1806 Industrial Road  
Las Vegas, Nevada 89102



Dennis McBride  
Nevada State Museum  
309 S. Valley View Blvd.  
Las Vegas, NV 89107

89107\$4372



**Tiberti Family**  
FOUNDATION

December 20, 2013

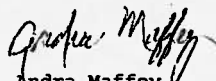
Dennis McBride  
Nevada State Museum  
309 S. Valley View Blvd.  
Las Vegas, NV 89107

Dear Dennis,

Enclosed is our donation in the amount of \$2,000.00 to support programming at the Nevada State Museum, Las Vegas. This activity is consistent with, and supportive of our mission by providing education in and about our community. Accordingly, you should consider this donation to be restricted to that purpose.

We appreciate the role the Nevada State Museum, Las Vegas plays in our community and are happy to support the lives of those that live in Las Vegas.

Sincerely,

  
Andra Maffey  
Trustee

**DIVISION OF MUSEUMS  
AND HISTORY**

**DEC 27 2013**

**ADMINISTRATION OFFICE**

January 16, 2014

Dennis McBride, Director  
Nevada State Museum  
309 S. Valley View  
Las Vegas, NV 89107

Subject: Donation

Enclosed is our check for \$2,000.00, representing a one-time donation from the Natural Science Scholarship Association (NSSA) in Las Vegas, Nevada.

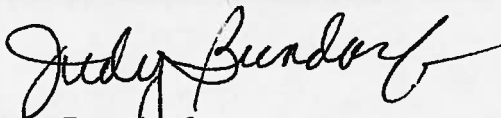
I am Co-Chairman and a charter member of NSSA, which was founded in Las Vegas, Nevada, in 1974. Like so many charitable organizations, our membership has declined to the point that we are dissolving our association and distributing our assets.

We have opted to distribute the funds among eight organizations, including the Nevada State Museum Las Vegas, that promote preservation of and education about our natural environment.

Also enclosed is the signed document stipulating how the donation will be spent.

Sincerely,

NATURAL SCIENCE SCHOLARSHIP ASSOCIATION



Judy Bundorf, Co-Chairman  
1800 Sterling Point Court  
Henderson, NV 89012

Enclosure: Check #1303 dated 1/8/2014  
Signed letter of restriction



STATE OF NEVADA  
DEPARTMENT OF TOURISM and CULTURAL AFFAIRS  
DIVISION OF MUSEUMS AND HISTORY  
NEVADA STATE MUSEUM LAS VEGAS  
309 SOUTH VALLEY VIEW BOULEVARD, LAS VEGAS, NEVADA 89107  
(702) 488-5205 FAX (702) 488-5172

**Wednesday  
January 15, 2014**

**To Whom It May Concern:**

I would like to stipulate that the \$2,000 donation I am facilitating from the Natural Science Scholarship Foundation to the Nevada State Museum, Las Vegas be restricted solely for collections development [\$1,000] and museum programming [\$1,000] at the Nevada State Museum, Las Vegas.

*Judy Bundorf for Natural Science Scholarship Assoc.*  
**Judy Bundorf for the Natural Science Scholarship Association**

*January 16, 2014*  
**Date**





STATE OF NEVADA  
DEPARTMENT OF TOURISM and CULTURAL AFFAIRS  
DIVISION OF MUSEUMS AND HISTORY  
**NEVADA STATE MUSEUM LAS VEGAS**  
309 SOUTH VALLEY VIEW BOULEVARD, LAS VEGAS, NEVADA 89107  
(702) 486-5205 FAX (702) 486-5172

**Date:** January 15, 2014  
**To:** Chairman  
Board of Museums and History  
**From:** Dennis McBride  
Nevada State Museum, Las Vegas  
**Re:** new restricted donation

The Nevada State Museum, Las Vegas has received \$2,000 from the Natural Science Scholarship Association through member Judy Bundorf for use in museum programming [\$1,000] and collection development [\$1,000]. This fund is held in the State Treasurer's office and expended out of B/A 5039, category 55.

Dennis McBride  
Dennis McBride, Director

January 15, 2014  
Date

**Approval:** \_\_\_\_\_  
Chairman, Board of Museums and History      Date



Refers to Agenda  
Item # 11 C 3

# **Nevada Department of Tourism and Cultural Affairs**

**DIVISION OF MUSEUMS AND HISTORY**

## **Nevada Historical Society**

1650 N. Virginia Street

Reno, Nevada 89503

(775) 688-1191 Fax (775) 688-2917

[www.nevadaculture.org](http://www.nevadaculture.org)

**Brian Sandoval**  
*Governor*

**Peter Barton**  
*Administrator*

**Claudia Vecchio**  
*Director*

**Sheryln Hayes-Zorn**  
*Acting Museum Director*

February 19, 2014

To: Peter Barton, Administrator  
Division of Museums & History

Fr: Sheryln L. Hayes-Zorn, Acting Director  
Nevada Historical Society

Re: New Restricted Donation

The Nevada Historical Society has received a check for \$10,000.00 from the Lee Mortensen Trust. The funds for this restricted grant are to be used to purchase collections and books for the library, manuscripts and photography collections.

These funds will be held in the State Treasurer's Office and expended out of B/A 5035, category 55.

Approval: \_\_\_\_\_  
Chairman, Board of Museums & History

Date: \_\_\_\_\_



Refers to Agenda  
Item # 11 C 4

STATE OF NEVADA  
DEPARTMENT OF TOURISM and CULTURAL AFFAIRS  
DIVISION OF MUSEUMS AND HISTORY  
**NEVADA STATE MUSEUM LAS VEGAS**  
309 SOUTH VALLEY VIEW BOULEVARD, LAS VEGAS, NEVADA 89107  
(702) 486-5205 FAX (702) 486-5172

**Date:** January 29, 2014  
**To:** Chairman  
Board of Museums and History  
**From:** Dennis McBride, Director  
Nevada State Museum, Las Vegas  
**Re:** new restricted donation

The Nevada State Museum, Las Vegas has received \$1,000 from Allison Hayward to add to our collection development fund. These funds will be held in the State Treasurer's office and expended out of B/A 5039, category 55.

Dennis McBride  
Dennis McBride, Director

01-29-2014  
Date

**Approval:** \_\_\_\_\_  
Chairman, Board of Museums and History

\_\_\_\_\_  
Date



Refers to Agenda  
Item # 11 C 5

STATE OF NEVADA  
DEPARTMENT OF TOURISM and CULTURAL AFFAIRS  
DIVISION OF MUSEUMS AND HISTORY  
**NEVADA STATE MUSEUM LAS VEGAS**  
309 SOUTH VALLEY VIEW BOULEVARD, LAS VEGAS, NEVADA 89107  
(702) 486-5205 FAX (702) 486-5172

**Date:** February 6, 2014  
**To:** Chairman  
Board of Museums and History  
**From:** Dennis McBride, Director  
Nevada State Museum, Las Vegas  
**Re:** new restricted donation

The Nevada State Museum, Las Vegas has received \$1,000 from B. J. Stevenson to add to our programming fund. These funds will be held in the State Treasurer's office and expended out of B/A 5039, category 55.

Dennis McBride  
Dennis McBride, Director

February 6, 2014  
Date

**Approval:** \_\_\_\_\_  
Chairman, Board of Museums and History

\_\_\_\_\_ Date



Public can comment on any item on the Agenda at the beginning of the meeting. Public can also comment on any item on the Agenda before the Board votes on an action item at the end of the meeting, which is Item 13. The public can comment on any topic. Due to time considerations, the period for public comment may be limited.

#### 4. Approval of Minutes

- September 27, 2013 meeting.  
**Kara Kelley made the motion to accept the minutes of the September 27, 2013 meeting with the noted changes.**  
SECOND: Renee Diamond  
Doris Dwyer noted that on page 5, under Nevada State Railroad Museum - East Ely should be "effect" not "affect."  
Renee Diamond noted that on pages 3 and 8, under Mr. Barton's report it should be *Every Age is "an" Informational Age* not "a" Informational Age.  
PASSED: Unanimously

Bill Watson entered the meeting at this time.

#### 5. Calendar for Next Meetings

- March 7, 2014, 9:30 a.m. at the Nevada Historical Society, 1650 N. Virginia St., Reno
- June 2014 – consideration of date and venue  
**Pete Dubé made the motion to hold the June 13, 2014 meeting at the Nevada State Railroad Museum in Boulder City.**  
SECOND: Bill Watson  
PASSED: Unanimously

This item was taken out of order.

#### 6. Nominations to the National and State Register of Historic Places

##### A. State Register of Historic Places

- Lorenzi Park, Twin Lakes, Lorenzi Park Resort, Las Vegas, Clark County  
Rebecca Palmer informed the board of the Lorenzi Park nomination. Discussion was held. **Bill Watson made a motion to accept the Lorenzi Park to State Register of Historic Places with the noted changes.**  
SECOND: Doris Dwyer  
PASSED: Unanimously
- The "Welcome to Fabulous Las Vegas" Sign, Las Vegas Boulevard, Paradise Township, Clark County including letter of support from YESCO.  
**Pete Dubé made a motion to accept the "Welcome to Fabulous Las Vegas" Sign to State Register of Historic Places.**  
SECOND: Dan Markoff  
PASSED: Unanimously

##### B. National Register of Historic Places None

**7. Agency Reports**

**A. Department of Tourism and Cultural Affairs, Claudia Vecchio**

Director Vecchio reported, via teleconference, the following to the board:

- The Governor's Conference on Tourism was held December 3 – 5, 2013 at the Red Rock Casino Resort and Spa in Las Vegas.
- Chris Matthews was hired as the webmaster for Tourism and Cultural Affairs.
- Nevada Magazine has published a sesquicentennial book including 150 images, many taken from 40 years of the Nevada Magazine calendars. The book retails for \$29.95.

Discussion was held. No action was taken.

**B. State Historic Preservation Office, Rebecca Palmer, State Historic Preservation Officer**

- Draft Historic Marker solicitation letter. Based on the Board's earlier request, SHPO developed a spreadsheet of probable costs for staff to research, develop, print and mail letters to previous historic marker sponsors or sponsoring organizations. The purpose to solicit funds to rehabilitate the markers during this Sesquicentennial year. The estimated cost for the project is \$2,200.00.

**Pete Dubé made a motion to approve the request for funding of \$2,200 to prepare and send the letters requesting sponsor financial support, contingent upon obtaining appropriate legal counsel on who can send the letter.**

SECOND: Alicia Barber

PASSED: Unanimously

This item was taken out of order.

- Text for Garces historic marker #140. The Board reviewed the proposed draft text.  
**Pete Dubé made a motion to approve the text for the Garces historic marker using "boundaries" not "territory" and noting he died without suggesting how he met his death.**

SECOND: Dan Markoff

PASSED: Unanimously

- Draft list of anticipated upcoming Nation Register nominations  
Discussion was held. No action was taken.
- Discussion was also held on the purpose of the State Register including how the listings might be more actively utilized and promoted.

**C. Division of Museums and History, Peter Barton, Administrator**

Mr. Barton reported the following to the board:

- The NV 150 silver medallions were first minted Friday, October 25<sup>th</sup> at the Nevada State Museum with attendance of the Governor, Lieutenant Governor and representatives from Coeur Mining.
- November 29<sup>th</sup>, descendants of Nevada's first elected Governor, Henry Blasdel, donated his engraved pocket watch and his engraved cane to the Nevada State Museum.

Discussion was held. No action was taken.

**1. Board reports from Museums**

- Nevada Historical Society

- a) Update on publication schedule and matters related to the *Quarterly*.

Mr. Barton reported the following to the board:

December 16<sup>th</sup>, the 2012 edition of the *Quarterly*, consisting of 164 pages, will be in the mail. In March 2014, the Spring/Summer 2013 *Quarterly* will be out followed by the Fall/Winter 2013 issue in May 2014. The Spring 2014 *Quarterly* is scheduled for June 2014, which puts the *Quarterly* back on schedule.

Discussion was held. No action was taken.

- Nevada State Museum

- a) Report on hiring new 0.51FTE security officer.

Mr. Barton reported the following to the board:

The newly approved half-time security officer position recruitment was done, interviews were conducted and an offer was made December 5th. The new employee is expected to start approximately January 1, 2014.

Discussion was held. No action was taken.

- Nevada State Railroad Museum – CC

- a) Report on museum request to the NV 150 Commission to consider funding to support 2014 Transportation Fair in July 2014.

Kara Kelley reported the following to the board regarding NV 150 and its capacity to support events:

- When Arizona celebrated their centennial, they had a budget in excess of \$10 million and 12 to 14 fulltime staff.

- The Nevada sesquicentennial was determined to be conducted using strictly private funds raised.

- Sufficient funds have not been raised to support major events such as the Transportation Fair, rather, funds are utilized to primarily to promote events, pay for staff and other overhead.

Discussion was held and the Board did not support a move to use Board investment funds to support the Transportation Fair.

- b) Request for approval to deaccession item RM-5392-G-001: one V&T Foundry Casting marked "V&T FOUNDRY, CARSON CITY, NEVADA." It was donated in December 2002 by Isabel Bagioli with the understanding the item would be exhibited; it is unlikely it ever would be as its specific purpose is unknown. No deed of gift was signed by the donor who requests the object back for sentimental reasons.

**Bill Watson made the motion to approve the deaccession of item RM-5392-G-001: one V&T Foundry Casting marked "V&T FOUNDRY, CARSON CITY, NEVADA."**

SECOND: Pete Dubé

PASSED: Unanimously

Discussion was held.

- Nevada State Railroad Museum - BC

- a) Request by Eureka County to report efforts with respect to locomotive E-N No. 12. Mr. Barton explained that Michael Rebaleati of Eureka County requested an update on the efforts in regard to the locomotive E-N No. 12. In a previous Board meeting, the Board rejected as premature the request to deaccession the locomotive to Eureka County. Staff is proceeding with efforts to fund and conduct a restoration feasibility study to get a plan of action to guide future decisions on the locomotive.

Eric Pastorino stated that he on behalf of Eureka County wishes for Eureka County to stay engaged in this matter and correspondence with what efforts are accomplished and Eureka County is willing to fund the restoration feasibility study.

Discussion was held. No formal action was taken.

- Nevada State Railroad Museum – EE

- a) Report on hiring new 0.51FTE museum attendant II. Mr. Barton reported to the Board that Sean Pitts has been the sole employee at East Ely for the last four or five years. The recruiting process and the interview process have been completed. A recommendation for hire was made and the hiring has been completed.

Discussion was held. No formal action was required or taken.

- Lost City Museum

Jerrie Clarke was introduced to the Board as the newly hired Director of the Lost City Museum. Ms. Clarke described her experience in museums and expressed great enthusiasm for her appointment.

Discussion was held. No action was taken.

- Nevada State Museum, Las Vegas

- a) Review of new Joint Operating Agreement (JOA) governing operations of the Nevada State Museum, Las Vegas on the campus of the Las Vegas Springs Preserve.

Mr. Barton explained to the board the ramifications of the new JOA and requested that the Board individually email him questions and concerns over the next ten days for this complex negotiation.

Mr. McBride stated his concerns with the JOA to the Board.

Mr. Barton noted that there is some urgency to getting a new JOA negotiated and approved by all parties. The share of admission revenue for the museum, critical in the revenue stream to keep the museum operating, is not intended to be transferred until the JOA is in place, a process that could take 90-120 days.

Discussion was held. No formal action was taken.

- b) Report on notification of accessibility concerns external and internal to the Nevada State Museum, Las Vegas.

Mr. Barton reported to the Board that a complaint was received from a group of concerned constituents who are challenged with respect to access, whether they're visually challenged, hearing challenged, et cetera. The notice of



complaint which could result in a federal lawsuit filed with the Department of Justice on behalf of the complainant concern a number of issues they took with internal and external short-comings in terms of being able to provide accessibility to everyone at the museum.

Discussion was held. No formal action was taken.

This item was taken out of order.

**8. Finance Committee – Bob Ostrovsky, Chair (for Possible Action)**

- Present most recent reports (September & October 2013) on Morgan Stanley Investments and Treasurer's Accounts.

Mr. Ostrovsky reported to the board the balances in the Morgan Stanley Investments and Treasurer's Accounts as of October 31<sup>st</sup> are \$1,282,495.55.

Discussion was held.

- Follow-up possible action to make changes to Morgan Stanley Wealth Management investments, specifically investment presently in bond funds.

Mr. Ostrovsky stated that it is the recommendation of Chris Osborne, our investment advisor, that we move those bond funds, they total about \$244,000, to the Federated fund, which is a high end, high dividend yielding fund.

**Robert Ostrovsky made the motion that the Board moves the \$244,000 bond funds to the Federated fund.**

SECOND: Renee Diamond

PASSED: Unanimously

Discussion was held.

- Review and adopt Independent Auditor's Report for the Museums Dedicated Trust Funds for the State Fiscal Year 2013.

**Robert Ostrovsky made the motion to accept the Independent Auditor's Report for the Museums Dedicated Trust Funds for the State Fiscal Year 2013.**

SECOND: Bill Watson

PASSED: Unanimously

Discussion was held.

This item was taken out of order.

**9. Board Policy and Procedure Review (for Possible Action)**

Annual review and action to adopt Board Policies and Procedures as listed:

1. Policy Governing Preparation, Dissemination and Recording Minutes of the Board of Museums and History

**Bill Watson made the motion to adopt the revised Policy Governing Preparation, Dissemination and Recording Minutes of the Board of Museums and History.**

Board of Museums and History

12/6/13

Page 7

SECOND: Renee Diamond

PASSED: Unanimously

Discussion was held.

2. Private Funds Budgeting, Expenditure and General Control

**Bill Watson made the motion to adopt the revised Private Funds Budgeting, Expenditures and General Control Policy.**

SECOND: Pete Dubé

PASSED: Unanimously

Discussion was held.

3. Membership

**Bill Watson made the motion to adopt the revised Membership Policy, including the revision for institutional membership, but not including senior family membership.**

SECOND: Kara Kelley

PASSED: Unanimously

Discussion was held.

4. Policy Governing Open Meeting Law Compliance

**Bill Watson made the motion to adopt the revised Policy Governing Open Meeting Law Compliance as printed in the December 6, 2013 Board manual.**

SECOND: Pete Dubé

**Bill Watson amended the motion to adopt the revised Policy Governing Open Meeting Law Compliance as printed in the December 6, 2013 Board manual, including Nevada State Railroad Museum - Boulder City as a posting location.**

SECOND: Pete Dubé

PASSED: Unanimously

Discussion was held.

This item was taken out of order.

5. Investment Policy

**Bill Watson made the motion to accept the Investment Policy.**

SECOND: Pete Dubé

PASSED: Unanimously

Discussion was held.

6. Admission and Train Ride Fees

**Bill Watson made the motion to adopt the revised Admission and Train Ride Fees.**

SECOND: Pete Dubé

PASSED: Unanimously

Discussion was held.

10. Museum Store Report (for Possible Action)

- Report from Committee Chair Pete Dubé concerning recent performance.
- Analysis, discussion and possible action on altered management model for store operation at the Nevada State Museum, Las Vegas. Mr. Dubé explained to the Board that there has been no improvement with store sales at the Nevada State Museum in Las Vegas. Per capita sales continue to be lowest of any store in the Division and the store operates at a

significant loss daily, monthly and annually. The on-going losses are so despite significant efforts to better market and attract customers. The result has been crippling to the museums Trust Fund budget. A recommendation of the store committee is to de-fund the retail storekeeper II position effective January 31, 2014. Discussion was held.

**Pete Dubé made the motion to defund the store manager position at the Nevada State Museum, Las Vegas.**

SECOND: Doris Dwyer

PASSED: Unanimously

This item was taken out of order.

**11. Nevada Cultural Affairs Foundation (Information and Discussion)**

Mr. Ostrovsky reported to the Board that the Foundation had been the manager of NV 150 funds from inception until the Nevada150 Foundation was established in early 2013. Funds accrued were transferred to the new foundation. However, proceeds from the sale of the special Sesquicentennial license plate were, by law, deposited with the Cultural Affairs Foundation. Proceeds received have been transferred to the NV 150 Foundation and arrangements confirmed for future DMV deposits to go directly to the Sesquicentennial Foundation. As of late November 2013, over 2,000 sets of the new plates have been registered by Nevada drivers.

This item was taken out of order.

**12. Private Funds Budgets Adjustments (Current Year) (for Possible Action)**

**A. Changes approved by the Division Administrator (informational only)**

1. Budget change in B/A 5033, Board of Museums & History, increasing authority in category 35, administration by \$2,797. This action enabled three staff from the Division to attend the Western Museums Association (WMA) conference in Salt Lake City in October. The Board approved this action at the September 27, 2013 meeting. Offset by an increase in RGL 4454, Outside Bank Account by a like amount (\$2,797).
2. Budget change in B/A 5038, the Lost City Museum, increasing authority in category 41, museum store by \$4,130 to enable the museum to purchase a penny press. Offset by an increase in RGL 4454, Outside Bank Account by a like amount (\$4,130).
3. Budget change in B/A 5039, Nevada State Museum, Las Vegas, increasing authority in category 35, administration by \$2,280 to cover unanticipated costs to repair a walk in refrigerator used to support facility rentals. Expenditure was unanticipated and unbudgeted. Offset by an increase in RGL 4454, Outside Bank Account by a like amount (\$2,280).

**B. Changes requested from the Board over \$5,000**

1. Request for budget change in B/A 5036, Nevada State Museum to increase authority in Category 20, Federal BLM Grant, by \$113,008; to reflect receipt of additional funds for curatorial services, interpretation and the development of the Finding Fremont exhibit. Offset by an increase in RGL by a like amount (\$113,008).

**Kara Kelley made the motion to accept the request for budget change in B/A 5036, Nevada State Museum to increase authority in Category 20, Federal BLM Grant, by \$113,008; to reflect receipt of additional funds for curatorial services, interpretation and the development of the Finding Fremont exhibit.**

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SECOND: Pete Dubé  
PASSED: Unanimously

C. Restricted funds/donations received:

1. Discussion and action to accept restricted funds in the amount of \$500 from Alyce J. Gottfredson for the Nevada State Museum, Las Vegas collection development fund. These funds will be held in the State Treasurer's Office and expended out of B/A 5039, Category 55.

**Bill Watson made the motion to accept the restricted funds in the amount of \$500 from Alyce J. Gottfredson.**

SECOND: Kara Kelley  
PASSED: Unanimously

2. Discussion and action to accept restricted funds in the amount of \$1,000 from Karen W. Lampus for the Nevada State Museum, Las Vegas collection development fund to be used for the Rodden film digitization project. These funds will be held in the State Treasurer's Office and expended from B/A 5039 Category 55.

**Bill Watson made the motion to accept the restricted funds in the amount of \$1,000 from Karen W. Lampus.**

SECOND: Kara Kelley  
PASSED: Unanimously

3. Discussion and action to accept restricted funds in the amount of \$20,000 from the Ben Snow Memorial Trust for the Nevada Historical Society. The funds are a restricted grant to be used on gallery improvements to the museum and museum store. These funds will be held in the State Treasurer's Office and expended from B/A 5035 Category 55.

**Bill Watson made the motion to accept the restricted funds in the amount of \$20,000 from the Ben Snow Memorial Trust.**

SECOND: Kara Kelley  
PASSED: Unanimously

4. Discussion and action to accept restricted funds in the amount of \$20,000 from the Charles H. Stout Foundation through the Nevada Cultural Affairs Foundation. The funds are a restricted grant to be used to purchase photography, manuscript, library, and museum artifact collection materials, backlog of microfilm, annual subscription to Ancestry.com and a two-year subscription to Newspaperarchives.com to be used in the research library for patrons and staff. These funds will be held in the State Treasurer's Office and expended from B/A 5035 Category 55.

**Bill Watson made the motion to accept the restricted funds in the amount of \$20,000 from the Charles H. Stout Foundation.**

SECOND: Kara Kelley  
PASSED: Unanimously

**13. Public Comment and Discussion**

No public comment or discussion.

**14. Board Member Comment on Non-agendized Items**

No discussion was held.



**15. Future Agenda Items**

1. Review the policy on cost for use of Coin Press No. 1 by outside entities; presently at \$9.00 per medallion struck this has not been reviewed for many years.
2. Further discussion on the role of the State Register.

**16. Adjournment**

**Chairman Stoldal adjourned the meeting without opposition.**  
There was no public comment.

# National Register of Historic Places Registration Form

This form is for use in nominating or requesting determinations for individual properties and districts. See instructions in National Register Bulletin, *How to Complete the National Register of Historic Places Registration Form*. If any item does not apply to the property being documented, enter "N/A" for "not applicable." For functions, architectural classification, materials, and areas of significance, enter only categories and subcategories from the instructions.

## 1. Name of Property

Historic name: Hampton-Sullivan House

Other names/site number: \_\_\_\_\_

Name of related multiple property listing:

N/A

(Enter "N/A" if property is not part of a multiple property listing)

## 2. Location

Street & number: 168 North B StreetCity or town: Virginia City State: NV County: StoreyNot For Publication: ☐ Vicinity: ☐

## 3. State/Federal Agency Certification

As the designated authority under the National Historic Preservation Act, as amended,

I hereby certify that this \_\_\_ nomination \_\_\_ request for determination of eligibility meets the documentation standards for registering properties in the National Register of Historic Places and meets the procedural and professional requirements set forth in 36 CFR Part 60.

In my opinion, the property \_\_\_ meets \_\_\_ does not meet the National Register Criteria. I recommend that this property be considered significant at the following level(s) of significance:

\_\_\_ national \_\_\_ statewide x local

Applicable National Register Criteria:

x A \_\_\_ B \_\_\_ C \_\_\_ D\_\_\_\_\_  
Signature of certifying official/Title:\_\_\_\_\_  
Date\_\_\_\_\_  
State or Federal agency/bureau or Tribal Government

In my opinion, the property \_\_\_ meets \_\_\_ does not meet the National Register criteria.

\_\_\_\_\_  
Signature of commenting official:\_\_\_\_\_  
Date\_\_\_\_\_  
Title :\_\_\_\_\_  
State or Federal agency/bureau  
or Tribal Government

Hampton Sullivan House  
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#### 4. National Park Service Certification

I hereby certify that this property is:

- ☐ entered in the National Register  
☐ determined eligible for the National Register  
☐ determined not eligible for the National Register  
☐ removed from the National Register  
☐ other (explain:) \_\_\_\_\_

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Signature of the Keeper

Date of Action

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#### 5. Classification

##### Ownership of Property

(Check as many boxes as apply.)

- Private: ☒
- Public – Local ☐
- Public – State ☐
- Public – Federal ☐

##### Category of Property

(Check only one box.)

- Building(s) ☒
- District ☐
- Site ☐
- Structure ☐
- Object ☐

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**Number of Resources within Property**

(Do not include previously listed resources in the count)

Contributing	Noncontributing	
<u>1</u>	<u>          </u>	buildings
<u>          </u>	<u>          </u>	sites
<u>          </u>	<u>          </u>	structures
<u>          </u>	<u>          </u>	objects
<u>          </u>	<u>          </u>	Total

Number of contributing resources previously listed in the National Register           

**6. Function or Use**

**Historic Functions**

(Enter categories from instructions.)

DOMESTIC/single dwelling

**Current Functions**

(Enter categories from instructions.)

DOMESTIC/single dwelling



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## 7. Description

### Architectural Classification

(Enter categories from instructions.)

LATE VICTORIAN/Italianate

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**Materials:** (enter categories from instructions.)

Principal exterior materials of the property: WOOD/Weatherboard, ASPHALT,  
STONE/Granite, CONCRETE

### Narrative Description

(Describe the historic and current physical appearance and condition of the property. Describe contributing and noncontributing resources if applicable. Begin with a **summary paragraph** that briefly describes the general characteristics of the property, such as its location, type, style, method of construction, setting, size, and significant features. Indicate whether the property has historic integrity.)

### Summary Paragraph

The Hampton-Sullivan House is an Italianate style dwelling located at 168 North B Street in the community of Virginia City, Storey County, Nevada. It sits on a sloping lot located on the west side of North B Street that rises to a termination on the east side of North A Street. The building was constructed in 1875 with additions in 1880s and 1967. The house retains its original orientation and relationship to the North B Street. The dwelling is set back from B Street behind a stone retaining wall set into the slope of the hill. There is a double flight of steps with a decorative balustrade, featuring turned balusters and elaborate newel posts, which provide access to the main entry of the house. The dwelling is one and one half stories in height with the primary elevation facing toward B Street on the east. The front portion of the dwelling is of wood frame construction while the rear addition is brick. The structure rests on a concrete block foundation which was added in 1967 and is not visible. The roof is clad in dark grey asphalt shingles. There is mature landscaping on all sides of the home including a sizeable lawn to the north with a free standing contemporary gazebo. The building has functioned as a residence since its construction in 1875. Despite an addition in the 1880s and an addition and rehabilitation in 1967, The Hampton-Sullivan House possesses a sufficient degree of integrity to render it eligible for individual listing in the National Register. This dwelling is classified as a contributing element in the Virginia City National Historic Landmark district.

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## Narrative Description

The front or eastern most portion of the Hampton-Sullivan House was constructed in 1875 and consists of a rectangular volume with the long elevation facing B Street. This section of the house features a side gable roof with a prominent symmetrical cross gable on the street elevation. Centered beneath the cross gable is an entry door which is accessed by an additional flight of stairs trimmed with a balustrade identical to that found on the steps from the street. The entry is recessed beneath a large entry hood featuring a shed roof and heavy wooden brackets with elaborate carved and turned detail. The entry is enclosed by highly decorated wood pilasters and features an elaborate paneled door with an arch-top transom. The central entry is flanked on both sides with a pair of tall arch-top 1 over 1 wood sash windows. The windows all have decorative wood surrounds and bracketed projecting hoods. Both the front gable and the two side gables feature gable returns and all eaves on this portion of the building are bracketed. There is an oculus with decorative surround located in both the front and north gables. The building is clad in beaded weatherboard and has variegated quoins at the corners. There is a brick chimney located at the south end of the primary roof ridge. The south end of this portion of the building features a single offset 1 over 1 window trimmed as those on the front. There is a similar window located dead center on the north end. Both north and south ends of the front portion of the building feature wooden corner quoins, bracketed eaves and gable returns.

To the rear of the eastern or front portion of the dwelling there is a one story el, also constructed in 1875, with a pitched roof terminating in a rear or western gable. The north side of this el has a single 2 over 2 window with decorative hood and surround matching the front windows. There is also a modern gable roof dormer located on the north side of the el which features a simple small 2 over 2 window with a much less elaborate flat surround and a plain bargeboard and frieze. On the south elevation, the el has two openings--one historic with typical surround and a modern infill casement window, and a modern sliding door inset in a surround designed to match the historic openings.

A small wing projects to the north from the rear or western end of the el. Research indicates that the wing was added in the mid 1880s. The wing is also clad in weatherboard and has corner quoins but does not have bracketed eaves. There is a door with a contemporary enclosed entry located on the east side of the wing where it connects to the central el which dates to the 1967 renovation. This side of the wing also has two single 2 over 2 windows trimmed in the same manner as the other historic windows on the building. The only feature of the gable is a contemporary (1967) window located in the gable peak which is trimmed in a manner similar to other non-historic windows found on the building. The west side of the wing has a contemporary sliding glass door trimmed with flat pilasters and a bracketed hood. This north side of the building also features a small brick patio and wooden deck.

The final portion of the building is located to the rear or west of the central el. It consists of a flat roofed one story brick structure. The flat roof of this addition serves as a patio and is

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accessed from a door and double flight of stairs located in the west gable end of the central el. The brick walls of this addition are laid up in running bond and abut the hillside at the rear of the lot. There is door located on the north side of the brick addition that is trimmed in rough ashlar. On the south side there is a flight of brick steps which provide access to the patio and a blind inset niche. There is also a stair from the patio rising up to a wooden fence which screens the property from North A Street on the western end of the lot. This addition is highly unobtrusive and cannot be seen from either North B Street or North A Street.

The Hampton-Sullivan House is in excellent condition and retains sufficient integrity to convey its significance. As such, the Hampton-Sullivan House is eligible for listing in the National Register of Historic Places at the local level of significance for its association with efforts to reconstruct Virginia City following the catastrophic Great Fire of October 26, 1875.

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## 8. Statement of Significance

### Applicable National Register Criteria

(Mark "x" in one or more boxes for the criteria qualifying the property for National Register listing.)

- ☒ A. Property is associated with events that have made a significant contribution to the broad patterns of our history.
- ☐ B. Property is associated with the lives of persons significant in our past.
- ☐ C. Property embodies the distinctive characteristics of a type, period, or method of construction or represents the work of a master, or possesses high artistic values, or represents a significant and distinguishable entity whose components lack individual distinction.
- ☐ D. Property has yielded, or is likely to yield, information important in prehistory or history.

### Criteria Considerations

(Mark "x" in all the boxes that apply.)

- ☐ A. Owned by a religious institution or used for religious purposes
- ☐ B. Removed from its original location
- ☐ C. A birthplace or grave
- ☐ D. A cemetery
- ☐ E. A reconstructed building, object, or structure
- ☐ F. A commemorative property
- ☐ G. Less than 50 years old or achieving significance within the past 50 years



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**Areas of Significance**

(Enter categories from instructions.)

COMMUNITY

PLANNING &

DEVELOPMENT

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Period of Significance**

1875

\_\_\_\_\_  
\_\_\_\_\_

**Significant Dates**

1875

\_\_\_\_\_  
\_\_\_\_\_

**Significant Person**

(Complete only if Criterion B is marked above.)

N/A

\_\_\_\_\_  
\_\_\_\_\_

**Cultural Affiliation**

N/A

\_\_\_\_\_  
\_\_\_\_\_

**Architect/Builder**

N/A

\_\_\_\_\_  
\_\_\_\_\_

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**Statement of Significance Summary Paragraph** (Provide a summary paragraph that includes level of significance, applicable criteria, justification for the period of significance, and any applicable criteria considerations.)

The Hampton-Sullivan House is eligible for listing in the National Register of Historic Places under Criterion A in the area of Community Planning and Development. It is locally significant for its association with the reconstruction of Virginia City following the Great Fire of October 26, 1875.

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**Narrative Statement of Significance** (Provide at least one paragraph for each area of significance.)

The Hampton-Sullivan House is eligible for listing under Criterion A in the area of Community Planning and Development. It is locally significant for its association with efforts to rebuild Virginia City, Nevada following the so called Great Fire of 1875. By the fall of 1875, prior to the fire, Virginia City had become a significant and prosperous mining community during the last fifteen years. Production of both gold and silver were vigorous as a result of the national depression that followed the Panic of 1873. Virginia City enjoyed all the characteristics of a modern industrial city and the population of the Comstock Lode had steadily risen to exceed 20,000. Prospects for the town looked quite favorable.

In the morning of October 26, 1875, a fire broke out in a boarding house located on North A Street two blocks uphill from the C Street commercial core. Under ordinary circumstances a boarding house fire would have been quickly dealt with by the community's many volunteer fire brigades. However in October of 1875 Virginia City had suffered several months with no rain. As a result of this drought, the entire town was tinder dry. This combined with fearsome westerly winds, locally known as zephyrs, which had begun to blow in earnest that morning. The result was that a simple structure fire rapidly became a firestorm. All day and well into the night seemingly the entire population struggled to escape the rapidly moving blaze, salvage what possessions they could, and make some headway against the advancing flames.

By the time the fire had been extinguished Virginia City lay in smoldering ruins. The commercial core and many of the city's homes were destroyed. Three of four principal churches had been lost, as had the opera house, county court house, and several mine facilities. All of the Virginia & Truckee Railroad facilities had burned thus hampering relief efforts from outside. All in all, hundreds of buildings had been destroyed and thousands of residents had been made homeless. Fortunately, only three lives were lost. In the last days of October 1875, relief supplies flooded into Virginia City.

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Beyond immediate help for those displaced by the fire, the population of the Comstock was faced with a larger question--whether or not to rebuild their town. Only two years previously the Big Bonanza had been located on the Con-Virginia and California claims. This strike was one of the richest ever recorded and it lent a great air of optimism to all mining activities on the Comstock, even two years after the initial discovery. The result of the fire had also been fortunate in so far as none of the underground mining infrastructure had burned. Mills and hoist works had indeed been lost, but these could easily be rebuilt. Had the fire penetrated below ground the entire interconnected network that constituted the Comstock mines could have burned for years. As such, the general consensus amongst the residents was that rebuilding should begin as soon as possible. Within days, families and businesses had been relocated and the process of rebuilding had begun.

Typical of those reviving their homes and livelihoods was John Clay Hampton. Hampton was a prominent member of the business community, being a proprietor of a large grocery wholesale house. Born in Ohio in 1832, Hampton moved to California during the Gold Rush, eventually settling in Folsom. In 1864 he moved to Virginia City to take a position with the grocery firm of Moore, Ogden & Co. He shortly bought out his partners and reformed the business as J.C. Hampton & Co. He married Helen Dixon in 1868 and began a family which at the time of the fire consisted of a son as well as a daughter on the way. Hampton was a civic leader as well, having served two term as City Treasurer and was a prominent member of the Masons and the Knights Templar.

Hampton had lost both his business and his home to the fire. He very shortly determined to rebuild his home at its previous location on North B Street. The new Hampton dwelling was built according to new requirements established after the fire. Cotton cloth and paper were banned in favor of boards or lathe and plaster. Also, all wood frame buildings were to have brick flues and chimneys. By late November, Hampton's home is noted as having the town's first new brick chimney "looming above his new dwelling in the north part of town, a very Bunker's Hill Monument ." (Territorial Enterprise, Nov. 24, 1875, p.3, col. 1) The home was completed shortly thereafter. From this item it is clear that Hampton was one of the first to rebuild his home. He also built a home of substance and style that met new fire safety requirements. It is not unreasonable to assume, given his prominence in the community, that Hampton built as quickly and as well as he did in order to convey his confidence in Virginia City's future.

Sadly, the future was not rosy for either the Comstock or the Hamptons. Mineral production peaked just two years after the fire and declined continuously into the 1880s. By 1888 Virginia City had been in decline for more than a decade. Hampton, it seems, had fared well through the downturn and was on his way to inspect the significant Northern California timber holdings he owned when tragedy struck. Mr. & Mrs. Hampton were traveling to Eureka from San Francisco on board the coastal steamship *City of Chester*. On the morning of August 28, 1888 while outbound through the Golden Gate in dense fog, the *Chester* was rammed by the inbound trans-pacific liner *Oceanic*. The *Chester* sank in a matter of minutes. Fifteen persons lost their lives, including the Hamptons.

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The house remained in the possession of the Hampton estate until 1898 when it was purchased by Julia Sullivan, mother of Dr. John J. Sullivan. Sullivan practiced medicine in Virginia City in the early years of the 20<sup>th</sup> century and the home was owned by his mother and then by him until his death in 1951. The building is still referred to as the Sullivan house by some longtime residents of Virginia City. The present owner purchased the house in 1967 and, following rehabilitation, has lived there ever since.

Today, nearly 140 years later, the Hampton Sullivan-House retains integrity to convey the significance of 1875 when residents rallied after tragedy to put their effort and livelihood into rebuilding their community.



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## 9. Major Bibliographical References

**Bibliography** (Cite the books, articles, and other sources used in preparing this form.)

### Books

Hulse, James W., *The Nevada Adventure*, University of Nevada Press, Reno, NV, 1981.

James, Ronald M., *The Roar and the Silence*, University of Nevada Press, Reno, NV, 1998.

McAllister, Virginia & Lee, *Field Guide to American Houses*, Alfred A. Knopf, New York, 2005.

### Newspaper Articles

Daily Territorial Enterprise, October 27, 1875, pg.1, col. 1

Daily Territorial Enterprise, November 24, 1875, pg.3, col. 1

Daily Territorial Enterprise, August 23, 1888, pg.3, col. 1

Reno Evening Gazette, August 23, 1888, pg. 1, col. 2

Reno Evening Gazette, August 24, 1888, pg. 2, col. 4

Daily Territorial Enterprise, September 5, 1888, pg. 1, col. 1

Reno Evening Gazette, September 6, 1888, pg. 2, col. 4

Reno Evening Gazette, December 14, 1951, pg. 13, col. 3

### Other sources

Storey County Deeds, Storey County Recorder's Office, Virginia City, NV  
Reference files, Nevada Historical Society, Reno, NV

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**Previous documentation on file (NPS):**

- ☐ preliminary determination of individual listing (36 CFR 67) has been requested  
☒ previously listed in the National Register  
☐ previously determined eligible by the National Register  
☒ designated a National Historic Landmark  
☐ recorded by Historic American Buildings Survey # \_\_\_\_\_  
☐ recorded by Historic American Engineering Record # \_\_\_\_\_  
☐ recorded by Historic American Landscape Survey # \_\_\_\_\_

**Primary location of additional data:**

- ☐ State Historic Preservation Office  
☒ Other State agency  
☐ Federal agency  
☐ Local government  
☐ University  
☐ Other  
Name of repository: Nevada State Historical Society

**Historic Resources Survey Number (if assigned):** \_\_\_\_\_

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## 10. Geographical Data

**Acres of Property** less than one acre

Use either the UTM system or latitude/longitude coordinates

### Latitude/Longitude Coordinates

Datum if other than WGS84: \_\_\_\_\_

(enter coordinates to 6 decimal places)

- |                        |                        |
|------------------------|------------------------|
| 1. Latitude: 39.313353 | Longitude: -119.649206 |
| 2. Latitude:           | Longitude:             |
| 3. Latitude:           | Longitude:             |
| 4. Latitude:           | Longitude:             |

**Verbal Boundary Description** (Describe the boundaries of the property.)

Storey County Nevada Assessor's Parcel Number 001-091-06.

**Boundary Justification** (Explain why the boundaries were selected.)

The above noted parcel contains all the property historically associated with the Hampton-Sullivan House.

Hampton Sullivan House  
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### 11. Form Prepared By

name/title: Malcolm Hibbard with assistance from Comstock Historic District Commission staff

organization: owner

street & number: P.O. Box 362

city or town: Virginia City state: NV zip code: 89440

e-mail N/A

telephone: (775) 847-0634

date: 11/8/13

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### Additional Documentation

Submit the following items with the completed form:

- **Maps:** A USGS map or equivalent (7.5 or 15 minute series) indicating the property's location.
- **Sketch map** for historic districts and properties having large acreage or numerous resources. Key all photographs to this map.
- **Additional items:** (Check with the SHPO, TPO, or FPO for any additional items.)



**BOARD OF MUSEUMS & HISTORY MEETING**  
**MARCH 7, 2014**

State Historic Preservation Office (SHPO)  
*Staff Recommendations*

**National Register of Historic Places**

Hampton-Sullivan House, Virginia City, Storey County, Nevada.

Constructed in 1875, the Hampton-Sullivan House is located at 168 North B Street and is within the boundaries of the Virginia City National Historic Landmark district. The Hampton-Sullivan House is listed in the National Register of Historic Places (NRHP) as a contributing resource to the significance of the historic district.

Additionally, the Hampton-Sullivan House is recommended as individually eligible for listing in the NRHP under Criterion A in the area of Community Planning and Development and is locally significant for its association with the reconstruction of Virginia City following the Great Fire of October 26, 1875. Completed in December of 1875, only two months after the fire, the Hampton-Sullivan House was built of style and substance—combining the Italianate style with the city's newly established fire safety requirements. Today, nearly 140 years later, the Hampton Sullivan-House retains integrity to convey the significance of 1875 when residents rallied after tragedy to put their effort and livelihood into rebuilding their community.

*Staff recommends listing.*

**Department of Tourism and Cultural Affairs (sans Division of Museums and History)**  
**Report to the Division of Museums and History Board**  
**March 7, 2014**

**Nevada Commission on Tourism**

- **Governor's Conference on Tourism** - NCOT hosted the annual Governor's Conference on Tourism at Red Rock Casino Resort Dec. 3 – 5. The event provided both an educational and business building opportunity for members of the Nevada tourism industry.
- **Grants** – Two grant programs are available to Nevada tourism entities.
  - **Projects Relating to Tourism** – submissions deadline was January 17, 2014 (\$200,000 infrastructure grants), awards will be announced at March 26 Commission meeting.
  - **Rural Marketing grants** \$1.4 million per year – two cycles (approx. \$1,000,000 in the first cycle, \$400,000 second cycle). The 1st Cycle FY2015 Marketing Grant application period opened February 3, 2014 with an April 18, 2014 deadline.
- **In-market Familiarization/Press Trips** - NCOT hosted international media, tour operators and travel agents during several in-market familiarization trips planned and coordinated by the NCOT sales team, including:
  - **National Cowboy Poetry Gathering** – NCOT worked with the Western Folklife Center to host a press trip. Coverage has already been strong with a feature story appearing in the *Huffington Post*.
  - **Australia, Brazil, Mexico** – ski familiarization trip to Lake Tahoe and northern Nevada - February
  - **South Korea** – Asiana Airlines brought South Korean tour operators, travel agents selected by the airline to Reno (in addition to Seattle and San Francisco). First time Nevada will be included in a trip with this airline – late February.
  - **Hong Kong "Happy Earth"** TV crew was in Reno, Tahoe, Elko, southern Nevada (outside Las Vegas) Feb. 21 – 26.
- **International Shows and Sales Missions** – NCOT continued to be actively involved in marketing Nevada to the international traveler through in-country sales missions to:
  - **India** (NCOT/LVCVA joint sales mission – first time NCOT has been to India)
  - **Canada - Calgary/Vancouver** (NCOT, tourism industry partners)
  - **Australia** (with tourism industry partners, LVCVA)
  - **Western Europe** – Attend ITB, a major travel trade show in Berlin, Germany. Trip also will include Denmark, France, Italy (media outreach as well as travel industry professionals)
- **Advertising/Creative**
  - **Spring/Summer campaign** will launch mid-April. The campaign includes:
    - **Television in key markets** – Los Angeles, San Francisco, Cox Cable – Las Vegas, San Diego. TV spot can be found on the [TravelNevada.com](http://TravelNevada.com) winter landing page ([TravelNevada.com/winter](http://TravelNevada.com/winter)).

- Website – new website look/navigation
- Digital – TBD
- Visitors Guide
  - 2014 Visitors Guide will be available in February
- Nevada Magazine
  - 2014 Historical Calendar printed
  - Sesquicentennial Book - historical Nevada Book of 150 images from our 40 years of calendars in celebration of the state's Sesquicentennial
- Rural Round-up - Rural Roundup will be held in Ely April 30, May 1.
- Statewide Tourism Industry Measures Through September 2013 (rolling 12 months):

Activity	2012	2013	Change
Room Tax Collection	\$17,260,831	\$17,911,437	3.8%
Number of Room Nights Occupied	56,145,416	56,272,558	0.2%
Number of Visitors	51,926,328	52,007,040	0.2%
Statewide gaming revenue	\$10,852,765,012	\$10,985,800,198	1.2%
Airport Volume (number of passengers)	45,766,290	45,615,626	(0.3%)
Vehicle Traffic (number of vehicles entering NV)	27,167,340	28,211,130	3.8%
Park Usage (state and national parks)	24,530,712	24,930,485	1.6%

#### **Nevada Arts Council**

- Poetry Out Loud - More than 2500 students at 36 schools in 14 of the 16 Nevada counties with high schools have registered for the Ninth Annual Nevada Poetry Out Loud (POL) Competition. POL is structured similarly to the National Spelling Bee, but focuses on literary heritage through memorization and performance of classic and contemporary poetry. Registration was open to all Nevada public, private, charter, parochial and alternative schools, and home school associations. The Nevada State Finals will be held at the Siena Hotel on March 15 – a change from the Whitney Peak Hotel's Cargo Music venue, which is undergoing renovation.
  - Poet Krista Benjamin Lukas has agreed to serve as a judge for the 2014 POL State Finals. A Minden resident, Lukas is presently teaching in the MFA program at University of California, Riverside. Her poems have been regularly featured on NPR's show, The Writer's Almanac, and in publications and magazines, including *The Best American Poetry 2006* and *New Poets of the American West*. NAC will host a reading and booksigning with Lukas at Sierra Arts in Reno on March 14.
- Content Standards for Fine Arts - The Arts Council (NAC), with the assistance of the Nevada Department of Education, is working to coordinate the review and adoption of new Nevada Content Standards for Fine Arts. The new standards will be based on the voluntary National



Core Arts Standards currently being developed by the National Coalition for Core Arts Standards (NCCAS) for release in June 2014. The tentative timeline includes the development and facilitation of statewide stakeholder review teams, led by the NAC Arts Learning Program, to begin in July 2014, with reviews and adoption by appropriate parties completed by 2017.

- Grants Management Team - The NAC developed a Grants Management Team (GMT) system to process hundreds of grant applications received by the agency each year in a more efficient manner. During the second quarter of FY2014, the GMT reviewed 39 applications for the agency's rolling grant categories (Professional Development; Nevada Circuit Rider, and Artist Residency Express), awarding a total of \$30,715. The GMT prepared 19 FY14 Third Quarter Jackpot Grant applications for the NAC Board to review and approve at its December meeting. Fourteen Jackpot Grants were approved (\$11,867) to support arts and arts education projects scheduled to occur between January 1 – March 30, 2014. Upcoming grants opportunities:
  - Arts Learning Project Grants, Partners in Excellence Grants and Project Grants - March 12, 2014
  - Folklife Apprenticeship Grants - March 17, 2014
  - Nevada Heritage Award – March 21, 2014
  - Artist Fellowships – April 10, 2014
- Grant Workshops - In mid-November, NAC staff presented two different *Gaining the Competitive Edge* grant workshops in Carson City, Elko, Henderson, Las Vegas and Reno – one for individuals (artists and educators) and one for organizations (nonprofits, schools and public institutions). Both focused on preparing competitive grant applications, as well as using the Grants Online™ system. Staff also provided one-on-one training sessions for first-timers, and scheduled “meet and greet” events in each community.
- Nevada Touring Initiative/Traveling Exhibition Program (TEP) - In the second quarter of FY14, quality visual arts exhibits in communities across the state were installed as part of the Nevada Touring Initiative/Traveling Exhibition Program (TEP). The exhibits were: *Honest Horses: A Portrait of the Mustang in the Great Basin*; *Geographical Divides: Finding Common Ground*; *Stop the Car, Dad! Photographs by Erik Lauritzen*; *Wally's World: The Loneliest Art Collection in Nevada*; and *Words + Images: Broadslides from the Black Rock Press*. TEP sponsors included: *Western Folklife Center, Elko*; *Beatty Museum and Historical Society*; *Eureka Opera House*; *Fernley City Hall Gallery*; *Art Institute of Las Vegas, Henderson*; *Great Basin College Gallery, Elko*, and *Humboldt County Library, Winnemucca*.
  - *One is Silver, the Other is Gold: Celebrating 25 Years of Nevada Folklife Apprenticeships*, the newest TEP exhibition, will run at the Churchill County Museum & Archives in Fallon, January 27 — March 21, 2014. The exhibit features the work of 22 artists from the Folklife Apprenticeship Program, and represent a range of tribal, ethnic, cultural, and occupational groups found throughout Nevada's rural and urban communities
- Nevada Stories - NAC's online video series spotlighting Nevada's folk and traditional artists and cultures, now features 21 vignettes – with the addition of four this quarter. “Hunting the Mountain Picassos” follows Jean and Phillip Earl of Reno as they document arborglyphs



carved into aspen trees of the Great Basin's high country meadows by Basque sheepherders in the early to mid-20th century. "Euskal Jaiak: Celebrating Basque Culture" celebrates the breadth of activities of the three-day 2013 National Basque Festival in Elko. "Sticks and Bones: Paiute Hand Games" documents contemporary versions of the Hand Game (or Stick Game) that Native American tribes have been playing since before recorded history. "Northern Paiute Powwow Regalia: Personal and Community Meanings" features interviews with tribal members at the Yerington Paiute Tribal Headquarters and the Pyramid Lake Museum about their traditional dance outfits. A project of the NAC Folklife Program, *Nevada Stories* is supported with funding from the National Endowment for the Arts.

- "Telling Place: the Stone Mother at Pyramid Lake," a *Nevada Stories* video with National Heritage Fellow Ralph Burns of the Pyramid Lake Paiute Tribe produced by the NAC Folklife Program, was featured on the Archaeology Channel in January 2015. The video, as well as all the *Nevada Stories* vignettes, can be viewed on the NAC website at [nac.nevadaculture.org](http://nac.nevadaculture.org).
- Arts@the Heart - The sixth annual Arts@the Heart convening, cosponsored by the Sierra Arts Foundation and the Renown Healing Arts Program/Health Foundation, is tentatively scheduled for Thursday, March 21, 2014. Arts@ the Heart will gather community leaders across Nevada to discuss the attributes of vibrant communities, the role of artists as civic animators, and local renewal and growth through partnerships and community engagement.

#### **Nevada Indian Commission**

- Assessment of the Native American tourism product - funded by an NCOT rural marketing grant, NCOT is working with the Nevada Indian Commission to assess the current statewide tourism product with the goal to determine ways to enhance Nevada's Native American tourism product and NCOT's ability to market these offerings.
- The 2014 Tribal Tourism Conference will be held April 22-24, 2014 at the Hyatt Lake Tahoe.

LEO M. DROZDOFF, P.E.  
*Director*  
Department of Conservation and  
Natural Resources

REBECCA I. PALMER  
*State Historic Preservation Officer*

BRIAN SANDOVAL  
*Governor*

STATE OF NEVADA



Refers to Agenda  
Item 7 B

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DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES  
STATE HISTORIC PRESERVATION OFFICE

February 19, 2014

**MEMORANDUM**

**TO: BOARD OF MUSEUMS AND HISTORY**

**FROM: REBECCA PALMER, State Historic Preservation Officer**

**SUBJECT: STAFF REPORT**

1. We are pleased to announce that we have hired our second Deputy SHPO. Starting March 3, Julie Earnstein, Ph.D., will join our staff and oversee the review and compliance and preservation planning programs. Dr. Earnstein has been an Assistant Professor in Archaeology, Heritage Resources, and Cultural Resource Management programs at St. Cloud State University in Minnesota, Northwestern State University, and the College of William and Mary. She has assisted in the creation of a management plan for Poverty Point National Historic Landmark and National Monument and has prepared National Register nominations (including one for the Sharon Indian School in King William County, Virginia) as well as compiling archaeological, historical, and cultural data for the creation of a Harriet Tubman Cultural Landscape District on contract with the Northeast Regional Office of the NPS and a historic context for the Chesapeake Heritage Area. She has edited several publications including "the Archaeology of Liberty in an American Capital: Excavations in Annapolis" and "Historical Archaeologies of Capitalism" along with assisting in the editing of journals such as Northeast Historical Archaeology, Journal of Field Archaeology, and a monograph of St. Mary's County (Maryland) architectural history published by the Maryland Historical Trust Press.
2. The Nevada Site Stewardship program, along with our federal partners in the Cultural Resources Team of the Southern Nevada Agency Partnership, received a prestigious *Partners in Conservation Award* from the Department of the Interior. This award recognizes outstanding examples of conservation legacies achieved when the Department of the Interior engages groups and individuals representing a wide range of backgrounds, ages, and interests to work collaboratively to renew lands and resources.

3. SHPO has reviewed and approved the final proofs for the Heritage Playing Cards featuring significant cultural and natural resources throughout the state. In total, 15000 decks are in production and the finished product will be available for distribution to our partners and the public during Historic Preservation and Archaeological Awareness Month in May and a Sesquicentennial cross-promotion with State Parks until October. We will ensure that you receive decks during the next Board meeting.

<b>Resource Name</b>
Alamo Ranch House
Applegate-Lassen Trail
Areline's (Whore House)
Austin Historic District
Bank of Sparks
Belmont Historic District
Berlin Historic District
Bliss Boat House
Boulder City Hospital
Boulder Dam Hotel
Bowers Mansion
Brougner Mansion
Brown, George, House
Caples House
Carson Brewing Company
Carson City Post Office
Carson Hot Springs
Carson Valley Hospital
Chinese Residence
Churchill County Courthouse
Churchill County Jail
Cold Springs Pony Express Station Ruins
Cold Springs Station Site
Collins Hotel
Commercial Hotel
Coney Island Bar
Cumley-Richardson House
Dangberg House
Derby Diversion Dam
Douglass, Robert L., House
Dow House
East Walker River Petroglyphs
El Rancho Gardens
Emmanuel First Baptist Church
Eureka Historic District
Fallon City Hall
Farmers Bank of Carson Valley
Federal Building and Post Office
Fernley and Lassen Railway Depot
Fernley Community Church
First Church of Christ, Scientist
Foreman-Roberts House



# State Register of Historic Places

Fort Churchill
Francovich House
Gale, Lena N., Cabin
Gardnerville Branch Jail
Garvey, Luella, House
Genoa Historic District
Glendale School
Golconda School
Goldfield Historic District
Goldfield Hotel
Governor's Mansion
Grimes Point
Harmon School
Hawkins House
Hawthorne U.S.O. Building
Hazen Store
Henderson Bank Building
HicMic Inc.
Holy Trinity Episcopal Church
Huntridge Theater
James Wild Horse Trap
Jensen Jr., Arendt, House
John Wieland Bottling Works
Knight, Lora J. House
Lake Mansion
Lake Shore House
Lakeview House
Lander County High School
Landon House
Landrums Hamburger System No. 1
Las Vegas Mormon Fort
Las Vegas Springs
LDS Moapa Stake Office Building
Lehman Orchard and Aqueduct
Logandale Elementary School
Lorenzi Park
Lund Apartments
Manhattan School
Marzen House
McKeen Motor Car #70
Meder, Lew, House
Metropolis Dam
Midas Schoolhouse

State Register of Historic Places

Mill Station School House
Miller-Rowe-Holgate House
Minden Flour Milling Company
Mineral County Courthouse
Mizpah Hotel
Mizpah Mine
Morelli House
Morrill Hall, UNR
Nevada State Capitol
Nevada State Printing Office
Nevada-California-Oregon Railway, Locomotive House and Machine Shop
Nevada-California-Oregon RR Depot
Newlands, Senator Francis G, House
Nye, Governor James W., Mansion
Nystrom Guest House
Old Boulder City Hospital
Ormsby-Rosser House
Overland Hotel
Overton Gymnasium
Patrick Ranch House
Phillips Ranch
Pioneer Saloon
Pioneer Theater-Auditorium
Postmann House
Rainier Brewing Co. Bottling Plant
Record, W.C., House
Reese-Johnson-Virgin House
Rhodes Cabin
Rinckel Mansion
Robison House
Ruby Valley Pony Express Station
Rye Patch Archeological Sites
Safeway Store Building
Saint Charles-Muller's Hotel
Sand Springs Pony Express Station
Sandstone Ranch
Sears-Ferris House
Sherman, Mary, House
Sixth Street School
Skelton Hotel
Sloan Petroglyph Site
Smith-Cornelius (Scott) Hotel

## State Register of Historic Places

St. Augustine's Catholic Church
St. Thomas Memorial Cemetery
Steamboat Hot Springs
Stockton Well Station
Sunshine Locality
The 'Welcome to Fabulous Las Vegas' Sign
Thunder Mountain
Tom Kelly Bottle House
Tule Springs Archeological Site
Tybo Charcoal Kilns
US Mint at Carson City
US Post Office and Courthouse
V & T Combination Car #21
V&T Loco. (The Dayton & The Inyo)
VC National Landmark
Walley's Hot Springs
Ward Charcoal Ovens
Washoe County Bank Building
Washoe County Courthouse
Westside School
White River Narrows Archeological District
Winnemucca Hotel
Young House



STATE OF NEVADA  
**DEPARTMENT OF TOURISM & CULTURAL AFFAIRS**  
 Division of Museums and History  
 Nevada Historical Society

Refers to Agenda  
Item # 7 C 1

**Brian Sandoval**  
Governor

Report to the  
 Board of Museums and History  
 March 7, 2014

**Peter Barton**  
Administrator

**Claudia Vecchio**  
Director

**Sheryln Hayes-Zorn**  
Curator III/Acting  
Director

**I. Status of Private Funds Budget**

Status of Private Funds Budget B/A #5035 State Fiscal Year 2014				Status		
	GL #	Approved Budget	Approved Changes	Total Budget	YTD Actuals	Percentage YTD
<b>Revenues:</b>						
Balance Forward from Prior Fiscal Year	2511	137,128		137,128	137,128	100.00%
Charges for Services	3871	0		0	0	0.00%
Memberships	4008	20,337		20,337	11,404	56.07%
Photograph Sales	4010	10,640		10,640	15,984	150.22%
Printing Sales	4011	3,647		3,647	1,191	32.65%
Merchandise Sales	4025	21,238		21,238	13,007	61.24%
Publication Sales	4027	38,487		38,487	0	0.00%
Books and Pamphlet (Publ Fund)	4052	4,000		4,000	83	2.07%
Gifts & Donations	4251	2,001		2,001	3,067	153.26%
Private Grants (Restricted)	4265	32,375		32,375	20,988	64.83%
Treasurer's Interest	4326	374		374	16	4.37%
Investment Income	4328	0		0	0	0.00%
Outside Bank Account	4454	0		0	0	0.00%
Trans fr Museum Ded Trust (Qrtrly)	4665	0		0	0	0.00%
<b>Total Revenues</b>		<b>\$270,227</b>	<b>\$0</b>	<b>\$270,227</b>	<b>\$202,867</b>	<b>75.07%</b>
<b>Expenditures:</b>						
	<b>Category</b>					
Administration	35	23,529		23,529	5,393	22.92%
Quarterly	37	69,563		69,563	17,184	24.70%
Museum Store	41	14,312		14,312	8,353	58.36%
Photo	49	727		727	24	3.32%
Special Projects (Restricted)	55	95,261		95,261	2,671	2.80%
Reserve	86	66,640		66,640	0	0.00%
<b>Total Expenditures:</b>		<b>\$270,032</b>	<b>\$0</b>	<b>\$270,032</b>	<b>\$33,625</b>	<b>12.45%</b>
<b>Revenues Over (Under) Expenditures:</b>		<b>\$195</b>	<b>\$0</b>	<b>\$195</b>	<b>\$169,242</b>	<b>63%</b>

**Budget Status Narrative:**

Revenue and Expenditure figures are given through January 31, 2014. The Society continues to fulfill its mission to the public thru sales in photography, printing, membership and museum store.



## II. Museum Store Sales

Store sales chart comparison against three previous fiscal years.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 14	725	1,127	1,319	2,017	2,916	3,942	1,029						13,075
FY 13	1,537	1,556	1,552	2,373	1,060	4,268	1,293	2,250	1,388	1,549	1,961	1658	22,435
FY 12	1,260	1,506	1,851	1,084	1,376	2,543	1,090	1,649	2,433	1,084	2,474	1,748	20,088
FY 11	2,351	551	1,261	1,886	1,873	898	1,152	1,839	1,565	1,156	1,228	2067	17,627
FY 10	2,047	1,550	1,318	1,335	1,418	2,938	1,147	1,117	1,481	1,981	1,165	1809	19,306
YTD	725	1,852	3,171	5,188	8,104	12,046	13,075	0	0	0	0	0	13,075
YTD Comparison	47.2%	59.9%	68.3%	73.9%	100.3%	97.6%	95.9%	0.0%	0.0%	0.0%	0.0%	0.0%	
Monthly Comparison	47.2%	72.4%	85.0%	85.0%	275.1%	92.6%	79.6%	0.0%	0.0%	0.0%	0.0%	0.0%	

Year-to-Date Comparison compares the cumulative year to date figures against the same time period in the previous year.

Monthly Comparison compares the current month of the current year against the same month in the previous year.

### Museum Store Sales Narrative:

Sales in the museum store reflect five days of operation. Our exhibitions, programs and unique products continue to make a positive impact on store sales. Our strategic plan starting July 2013 will work on expanding our children's and *Made in Nevada* products, while creating some new Society products. Our new store remodel and combining our Admissions and Store will improve foot traffic and provide visitors with a better shopping experience. Museum store sales reported through January 31, 2014.

## III. Museum Revenue and Expenditure Chart

Museum Store Revenue and Expenditure Chart

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
<b>Revenues</b>													
Store Sales	725	1,127	1,319	2,017	2,916	3,942	1,029	0	0	0	0	0	13,075
<b>Expenditures</b>													
Merchandise	0	0	406	927	270	4,140	1,260	0	0	0	0	0	7,002
Personnel	0	0	0	0	0	0	0	0	0	0	0	0	0
Operating/Other	0	0	1,737	0	0	6	5	0	0	0	0	0	1,748
<b>Total Expenditure</b>	0	0	0	927	270	4,146	1,266	0	0	0	0	0	8,751
<b>Net Profit</b>	725	1,127	1,319	1,091	2,646	-204	-236	0	0	0	0	0	4,324

### Museum Store Revenue and Expenditure Narrative:

This section accounts for revenues and expenditures thru January 31, 2014. Juil Dandini is our Admin Assistant III that manages the admissions office and museum store.

#### IV. Membership Figures

Memberships (new and renewals) chart comparison against four previous fiscal years.

Membership Categories	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
Individual	6	13	10	24	16	30	23						122
Family	10	5	4	5	6	7	6						43
Institutional	2	1		6	7	15							31
Sustaining	1	1	1	3	2	1	2						11
Contributing		1	1				1						3
Patron													0
Benefactor													0
Senior	2	3	6	11	6	3	10						41
Student				1									1
FY 14	21	24	22	50	37	56	42	0	0	0	0	0	252
FY 13	15	41	16	31	32	46	49	29	43	39	23	25	389
FY 12	19	30	33	29	37	56	48	43	55	30	25	39	444
FY 11	19	44	29	30	40	98	45	36	35	7	66	30	479
FY 10	30	32	28	25	47	77	49	29	54	32	29	33	465
YTD	21	45	67	117	154	210	252	0	0	0	0	0	252
YTD Comparison	140.0%	80.4%	93.1%	113.6%	114.1%	116.0%	109.6%	0.0%	0.0%	0.0%	0.0%	0.0%	
Monthly Comparison	140.0%	58.5%	137.5%	161.3%	115.6%	121.7%	85.7%	0.0%	0.0%	0.0%	0.0%	0.0%	

#### Membership Figures Narrative:

This reflects memberships through January 31, 2014. Our plan is to work on growing our membership through providing diverse programming, continuing to catalog and digitize materials that will provide access to hidden collections, creating a better website with online digital projects and having the Quarterly publication caught up.

#### V. Museum Attendance Figures

Attendance chart comparison against four previous fiscal years.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 14	1,493	1,512	1,616	2,274	1,713	1,867	1,801						12,276
FY 13	1,594	1,721	1,601	1,809	1,687	1,901	2,293	2,377	2,196	1,726	1,879	2015	22,799
FY 12	1,757	1,677	1,821	1,541	1,743	1,808	1,231	1,677	1,670	1,336	1,586	1,859	19,706
FY 11	1,122	1,277	1,137	1,487	1,073	1,216	1,244	1,278	1,417	1,713	1,628	1,501	16,093
FY 10	2,710	1,018	1,269	1,417	1,728	1,485	1,275	1,337	1,573	1,681	1,581	1,284	18,358
FY 09	1,780	2,212	2,153	2,385	2,614	2,204	1,737	1,693	2,217	2,274	2,274	2,158	25,701
YTD	1,493	3,005	4,621	6,895	8,608	10,475	12,276	0	0	0	0	0	12,276
YTD Comparison	93.7%	91%	94%	103%	102%	102%	97%	0%	0%	0%	0%	0%	
Monthly Comparison	93.7%	87.9%	100.9%	125.7%	101.5%	98.2%	78.5%	0.0%	0.0%	0.0%	0.0%	0.0%	

#### Museum Attendance Figures Narrative:

Our attendance figures have been maintaining due to our diverse programming and unique exhibitions. Our email and phone requests continue to be high due to scholarly research and photography use for publications, genealogy requests and general use. The public is aware of our many resources due to our *Quarterly* publication being online, 14,000 library



records cataloged in CLAN database, NHS photography being used online, and several hundred manuscripts collections being online at [www.ArchiveGrid.com](http://www.ArchiveGrid.com). This reflects attendance thru January 31, 2014.

## VI. Attendance Receipts

Current attendance receipts compared against four previous fiscal years.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 14	347	652	310	400	444	240	528						2,921
FY 13	352	604	556	382	216	304	364	536	508	462	396	502	5,182
FY 12	277	814	722	708	220	208	340	484	642	552	388	412	5,767
FY 11	512	496	753	287	288	148	264	164	369	467	496	576	4,820
FY 10	281	316	278	271	50	107	155	293	429	243	554	173	3,150
FY 09	592	394	512	554	268	218	265	337	731	456	430	618	5,375
YTD	347	999	1,309	1,709	2,153	2,393	2,921	0	0	0	0	0	2,921
YTD Comparison	98.58%	104.5%	86.6%	90.2%	102.0%	99.1%	105.1%	0.0%	0.0%	0.0%	0.0%	0.0%	
Monthly Comparison	98.58%	107.95%	55.76%	104.71%	205.56%	78.95%	145.05%	0.00%	0.00%	0.00%	0.00%	0.00%	

### Museum Receipts Figures Narrative:

The Society's programming and exhibition schedule covers a diverse range of topics during Nevada's Sesquicentennial.. The Society's latest exhibition is called *150 Years of Nevadan Stories Told Thru Collections*. This exhibit has given the staff an opportunity to display hidden treasures and cover topics not covered in the permanent gallery. This show is on display up from January 17, 2014 thru May 31, 2014. Our next exhibit will be nature photography by Jerry Fenwick, June thru September 31, 2014. Followed by our annual Latimer Miniature show that will finish out the year. This reflects attendance through January 31, 2014.

## VII. Fundraising Activities

- Shery has come up with a list of potential granting sources and projects that will focus upon interactive and gallery enhancements, collections development, a traveling trunk program and digitization projects. These projects will allow us to meet our revised strategic plans and general enhancements during the Sesquicentennial. Shery will be revisit these granting sources this summer to move forward on several projects.
- Shery will be submitting a \$20,000 grant applications to the enhancements from the John Ben Snow Memorial Trust by the April 1<sup>st</sup> 2014 deadline. This grant will allow the Society to work on Year 2 of our gallery enhancements and general improvements to the Society.
- Shery will submit a \$20,000 grant application to the Stout Foundation by the June 15<sup>th</sup> 2014 deadline. This grant will allow the Society to purchase collection materials and purchase Ancestry.com and Newspaperarchives.com for our Research Library.
- Shery submitted our photography digitization proposal to LSTA and year one has been approved. The Emil Billieb photography digitalization project will be a two-year project that will allow the hiring of two contract employee's to catalog, scan, data-entry and assist in creating the online Contentdm exhibit of this collection. The grant will allow the Society to purchase additional equipment (server, scanners and conservation supplies) to aid in this and future digitization project.
- The Society received a check for \$10,000 from the Lee Mortensen Trust at the Community Foundation of Western Nevada. These funds are to be used for purchasing collection materials and library books.

## VIII. General Activities

- We are reworking our High Noon video series that include a moderator that will host the monthly program.

- The Division of Museums and History will be receiving a new website in 2014. The staff has created a priority list of what we want to promote on our page, including an online store to sell photographs and digitized materials that have been requested by patrons.
  - The Society is working with the University of Nevada Press on a photography book of Reno photographer, Roy Curtis. Dr. Lee Brumbaugh has written an extensive essay on his work in an earlier Quarterly publication and the staff had created a photography exhibit. Lee has been researching the general collection and has been able to identify other Curtis images plus scan images given by the family. The staff will work with NAC about creating a traveling exhibition after the book is in process with the Press. The project has been set aside with other demands but our goal is get a script submitted in early 2015.
  - The Society has a local request by Dixon Realty on the possible loan of our Roy Curtis photography to be on display at a local business, starting later this spring 2014.
  - The Society has created a new nature lecture series called 'Exploring Nevada's Playground' and Nevada: Behind the Lens Film Series' in 2013. Our 2014 programming schedule to include a *Donner Party* and *Gaming* Lecture Series topics with the hope to expand our lectures to include more general history, nature, & international history.
  - School tours have been plentiful this fall and winter, where education docents and our education curator served over 700 students. Our fall docent training has afforded us with several new educational docents. We are actively seeking additional educational docents to help with school tours and expand our outreach program with our upcoming training on March 22, 2014.
  - The Society continues to reach out into the community to help raise awareness and gain new supporters thru our outreach and free public programs. We are emailing our membership exclusively through Constant Contact. Our email announcements continue to be very successful.
  - The 'AGA' (American Gaming Archives) group have been active in finding and purchasing additional molds, cheating cards, dice and other Burt *Company* materials in late December 2012. The group has begun reviewing potential topics for producing monographs that would be funded by them and sold in the Society gift shop. One of our major donors will be donating gaming equipment and chips to create an exhibit that represents the manufacturing process and history of chips. Our hope is to move forward with this project before the end of the Sesquicentennial.
  - The Society will be working with the local AAUW organization monthly to begin basic training, identification and organization of their records housed at the Society starting in March 2014.
  - The Society has two museum studies interns this semester that are working on 100 hour projects in photography and manuscripts
  - The spring docent training class is scheduled for Saturday, March 22nd from 9 to 12pm. We have been promoting the need for additional volunteers and several people already signed up.
- 
- The Society continues to catalog and enter our Manuscript collections and Library print collection materials into PastPerfect, our in-house database. We will post alphabetical lists of manuscript collection on our new website as well as our existing Finding Aids. The existing manuscript collections have been entered and we are now working on unprocessed collections. The museum artifact and photography collections are cataloging their collections into PP5 as well. One goal is to make certain records available online.
  - The Society will be hosting the final George Washington Nevada Teaching Ambassador's lecture and teacher's workshop at the Society. The evening lecture will be on Friday, March 14<sup>th</sup> called TWO Sides of the Coin: Slavery at Mount Vernon. The teacher's workshop will be at the Society on Saturday, March 15<sup>th</sup>, where they will work with teachers on how to teach about slavery.
  - The Society has partnered with HRPS to host a workshop called House Histories 101. This workshop will teach people how to do research on their historic homes and what sources are out there. This is a limited workshop (30 people) and registration is on the HRPS website.

### **Mission Statement**

Founded in 1904, the Nevada Historical Society seeks to advance the study of the heritage of Nevada, the Great Basin and the West. The Society collects manuscripts, rare books, print ephemera, artifacts, maps, photographs and bound newspapers for the state, and makes its collections available for research, exhibition and educational purposes.



### **Operations**

As of July 1, 2013 the Nevada Historical Society's hours of operation for the **Museum & Museum Store** are Tuesday through Saturday, 10:00am to 5:00pm and the **Research Library** is open Wednesday through Saturday, 12:00pm to 4:00pm.



Refers to  
Agenda Item  
# 7 C 1

**Systems & Space, Inc.**  
500 Boulder Court, Suite B  
PO Box 1736  
Pleasanton, CA 94566  
Tel: (925) 426-1955  
Fax: (925) 426-0882

## Service Quote

Project-NevHis		Systems Planner Scott Nyhagen		Date 2/12/2014	
<b>Bill To:</b>			<b>Installation Info:</b>		
Company <u>Nevada Historical Museum</u>			Company <u>Nevada Historical Museum</u>		
Address <u>1650 North Virginia Street</u>			Address <u>1650 North Virginia Street</u>		
Bldg. & Ste. # _____			Bldg. & Ste. # _____		
City / State / Zip <u>Reno, NV 89503</u>			City / State / Zip <u>Reno, NV 89503</u>		
Contact Name <u>Michael Maher</u>			Contact Name <u>Michael Maher</u>		
Phone # <u>775-688-1190</u>			Phone # <u>775-688-1190</u>		
Fax # <u>775-688-2917</u>			Fax # <u>775-688-2917</u>		
			Email Address _____		

Item#	Project#	Product Description	Qty	Unit Price	Unit Type	Sale Price
1	Left Side	Upgrade carriages from EC-300 to Eclipse Generation	13	\$3,290	Lot	\$42,770.00
		Electronics. To include new motors, logic, safeties, cables,				
	Phase 2	Controls to match work done on the right side of the room.				
		All labor, tax, freight included.				
		Two year service contract added to end of existing incl.				
		***THIS IS A QUOTE***				
		***PRICE GOOD UNTIL 7/30/2014				

## Notice:

<b>Payment Terms &amp; Special Instruction Check List</b> 1. SSI requires a 30% Deposit to complete the processing of your order. 2. Include Deposit amount on your purchase order. 3. Remaining 70% is due upon receipt of goods and/or completion of installation. 4. Fill in Order Information section, sign, date and fax all documents to 925.426.0882.	Your Spacesaver investment includes materials, installation, tax & freight.  Materials will ship approximately 6 weeks from receipt of signed order documents.	<b>SUBTOTAL</b>	<b>\$42,770.00</b>
		<b>Freight Quote</b>	<b>Included</b>
		<b>Sales Tax</b>	<b>Included</b>
		<b>Order Total</b>	<b>\$42,770.00</b>
		<b>Deposit \$ Due</b>	<b>\$0</b>

<b>Order Information</b>			
Customer PO# _____			
Deposit sent via	Mail	Express	Fax CC Information    Other
Credit Card Number#	Exp	V Code	Name
Client Approval	^ Three digits		Billing Zip Code
<div style="display: flex; justify-content: space-between;"> <span>X</span> <span>Signature</span> <span>Print Name</span> <span>Date</span> </div>			



Refers to Agenda  
Item # 7 C 1

**STATE OF NEVADA**  
**DEPARTMENT OF TOURISM & CULTURAL AFFAIRS**  
**Division of Museums and History**  
**Nevada State Museum**

**Brian Sandoval**  
*Governor*

**Peter Barton**  
*Administrator*

**Claudia Vecchio**  
*Director*

**Report to the  
Board of Museums and History  
March 7, 2014**

**Jim Barmore**  
*Museum Director*

**I. Status of Private Funds Budget**

**Status of Private Funds Budget B/A #5036  
State Fiscal Year 2014**

						<b>Status</b>	
	<b>GL #</b>	<b>Approved Budget</b>	<b>Approved Changes</b>	<b>Total Budget</b>	<b>Year to Date Actuals</b>	<b>Percentage Year to Date</b>	
<b>Revenues:</b>							
Bal Forw fr Prior FY (restricted)	2511	110,947.00	949	111,896	110,947.00	99.15%	
Bal Forw fr Prior FY (unrestricted)	2511	78,467.00	0	78,467	79,416.00	101.21%	
Federal BLM Grant	3578	73,117.00	113,008	186,125	36,944.19	19.85%	
Facilities Charges	3801	900.00	0	900	0.00	0.00%	
Special Services	3820	560.00	0	560	81.00	14.46%	
Charges for Services	3871	24,079.00	0	24,079	7,825.10	32.50%	
Charges for Services - Designated	3872	33,922.00	0	33,922	24,410.85	71.96%	
Memberships	4008	7,865.00	0	7,865	13,800.00	175.46%	
Photograph Sales	4010	2,375.00	0	2,375	270.00	11.37%	
Merchandise Sales	4025	132,794.00	0	132,794	88,576.64	66.70%	
Book & Pamphlet Sales	4052	122.00	0	122	110.00	90.16%	
Gifts & Donations	4251	3,833.00	0	3,833	1,183.52	30.88%	
Private Grants (Restricted)	4265	39,120.00	-949	38,171	1,612.00	4.22%	
Receipts from Outside Bank	4454	0	0	0	0.00	0.00%	
Treasurer's Interest	4326	484.00	0	484	0.00	0.00%	
<b>Total Revenue:</b>		<b>508,585</b>	<b>113,008</b>	<b>621,593</b>	<b>365,176.30</b>	<b>58.75%</b>	
<b>Expenditures:</b>							
	<b>CAT</b>						
Federal BLM Coop Agreement	20	73,117.00	113,008	186,125	53,564.97	28.78%	
Anthropology	37	2,500.00	0	2,500	1,023.48	40.94%	
Natural History	39	2,500.00	5,000	7,500	93.00	1.24%	
Administration	41	13,261.00	0	13,261	3,332.95	25.13%	
Education	42	16,397.00	0	16,397	620.83	3.79%	
Exhibits	43	3,727.00	19,000	22,727	1,165.70	5.13%	
History	45	2,540.00	0	2,540	1,357.07	53.43%	
Docent	47	1,512.00	0	1,512	623.10	41.21%	
Museum Store	49	121,994.00	0	121,994	66,214.12	54.28%	
Coin Press	50	70,919.00	0	70,919	20,097.59	28.34%	
Coin Show	51	5,750.00	0	5,750	3,782.83	65.79%	
Special Projects (Restricted)	55	150,067.00	0	150,067	4,471.06	2.98%	
Fund Transfer (Loan Repayment)	60	0.00	0	0	0.00	0.00%	
Reserve	86	44,301.00	-24,000	20,301	0.00	0.00%	
<b>Total Expenditures:</b>		<b>508,585.00</b>	<b>113,008</b>	<b>621,593</b>	<b>156,346.70</b>	<b>25.15%</b>	
<b>Revenues Over (Under) Expenditures:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>208,829.60</b>	<b>33.60%</b>	

**Budget Status Narrative:**

- The Budget Status Report includes activity through January 31, 2014.

## II. Museum Store Sales

Store sales chart comparison against four previous fiscal years.

	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>TOTAL</u>
FY 14	10,663	19,637	12,589	19,661	10,858	8,522	6,648						88,577
FY 13	3,445	8,448	13,370	10,035	14,951	6,756	7,661	4,346	6,691	10,101	13,229	9,737	108,768
FY 12	8,006	9,083	11,452	8,634	15,404	7,447	6,028	2,264	2,587	4,636	4,214	6,087	85,822
FY 11	17,450	8,014	20,436	5,682	9,708	9,903	6,270	5,723	7,233	10,880	9,883	6,181	117,363
FY 10	15,442	16,309	12,902	11,433	19,883	7,967	5,765	4,254	8,956	11,176	21,432	20,008	155,527
FY 09	17,474	31,250	18,180	15,021	17,301	12,080	7,513	6,490	8,534	16,088	21,523	15,565	187,019
YTD	10,663	30,300	42,889	62,550	73,407	81,929	88,577	0	0	0	0	0	88,577
YTD Comparison	309.49%	254.77%	169.77%	177.21%	146.09%	143.73%	136.98%	0.00%	0.00%	0.00%	0.00%	0.00%	
Monthly Comparison	309.49%	232.45%	94.16%	195.93%	72.62%	126.14%	86.78%	0.00%	0.00%	0.00%	0.00%	0.00%	

Year-to-Date Comparison compares the cumulative year to date figures against the same time period in the previous year.

### Museum Store Sales Narrative:

- Store sales at the end of January totaled \$88,577 or 137% compared to last year.

## III. Museum Store Revenue and Expenditure Chart

Museum Store Revenue and Expenditure Chart

	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>TOTAL</u>
<b>Revenues</b>													
Store Sales	10,663	19,637	12,589	19,661	10,858	8,522	6,648	0	0	0	0	0	88,577
<b>Expenditures</b>													
Merchandise	0	9,944	2,966	7,216	3,244	7,987	4,778	0	0	0	0	0	36,134
Personnel	1,525	5,731	3,981	3,981	3,981	3,981	5,708	0	0	0	0	0	28,887
Operating/Other	173	236	314	187	1,552	549	184	0	0	0	0	0	3,195
Total Expenditures	1,698	15,911	7,261	11,384	8,776	12,516	10,670	0	0	0	0	0	68,216
<b>Net Profit</b>	8,965	3,726	5,328	8,277	2,081	-3,994	-4,022	0	0	0	0	0	20,361

### Museum Store Revenue and Expenditure Narrative:

- The Museum Store showed a year-to-date profit of \$20,361.



#### IV. Membership Figures

Memberships (new and renewals) chart comparison against four previous fiscal years.

Membership Categories	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>TOTAL</u>
Individual	5	5	4	15	11	3	8						49
Family	4	4	6	23	16	8	9						70
Sustaining	0	1	1	21	12	4	6						45
Contributing	0	0		1	1	1							3
Patron	0	0			1								1
Benefactor	0	0											0
Senior	8	12	17	45	29	6	7						124
FY 14	17	22	28	105	70	22	28	0	0	0	0	0	292
FY 13	17	14	47	0	20	1	23	11	19	11	0	0	163
FY 12	10	5	17	0	8	4	11	22	16	11	10	18	132
FY 11	9	9	15	6	4	12	9	16	33	5	76	58	252
FY 10	12	7	9	22	3	5	19	13	66	65	23	9	253
FY 09	6	2	11	55	11	30	25	57	19	20	11	47	294
YTD	17	39	67	172	242	264	292	0	0	0	0	0	292
YTD Comparison	100.00%	125.81%	85.90%	220.51%	246.94%	266.67%	239.34%	0.00%	0.00%	0.00%	0.00%	0.00%	
Monthly Comparison	100.00%	157.14%	59.57%	#DIV/0!	350.00%	2200.00%	121.74%	0.00%	0.00%	0.00%	#DIV/0!	#DIV/0!	

Year-to-Date Comparison compares the cumulative year to date figures against the same time period in the previous year.

Monthly Comparison compares the current month of the current year against the same month in the previous year.

#### Membership Figures Narrative:

- Memberships (new and renewals) at the end of January totaled 292, which is 239% compared to last year.

#### V. Museum Attendance Figures

Attendance chart comparison against four previous fiscal years.

	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>June</u>	<u>TOTAL</u>
FY 14	5,746	4,234	2,599	4,600	2,628	1,536	2,114						23,457
FY 13	2,973	3,458	2,229	3,145	1,427	2,066	1,130	1,230	1,699	2,532	3,025	3,103	28,017
FY 12	3,713	3,519	2,237	3,436	2,202	1,868	1,176	1,500	1,670	2,493	3,670	3,140	30,624
FY 11	3,458	3,041	2,175	2,721	1,806	1,263	1,083	1,162	1,782	2,677	3,058	4,006	28,232
FY 10	4,137	3,961	2,496	4,071	1,965	1,343	1,263	1,465	2,171	3,328	3,253	3,644	33,097
FY 09	5,161	4,966	3,552	4,267	3,624	1,824	1,846	1,794	2,625	4,526	5,610	5,787	45,582
YTD	5,746	9,980	12,579	17,179	19,807	21,343	23,457	0	0	0	0	0	23,457
YTD Comparison	193.3%	155.2%	132.8%	133.1%	131.1%	125.7%	129.2%	0.0%	0.0%	0.0%	0.0%	0.0%	
Monthly Comparison	193.3%	122.4%	116.6%	146.3%	184.2%	74.3%	187.1%	0.0%	0.0%	0.0%	0.0%	0.0%	

Year-to-Date Comparison compares the cumulative year to date figures against the same time period in the previous year.

Monthly Comparison compares the current month of the current year against the same month in the previous year.

#### Museum Attendance Figures Narrative:

- Year-to-date attendance at the end of January totaled 23,457, which is 129% compared to last year.
- Attendance figures only reflect visitors recorded at the admission desk and not off-site programs, such as capitol tours and out-reach education.

## **VI. Attendance Receipts**

Current attendance receipts compared against four previous fiscal years.

	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>June</u>	<u>TOTAL</u>
FY 14	18,320	18,497	19,750	14,308	8,882	7,301	9,553						96,611
FY 13	12,831	19,257	14,837	11,097	8,178	3,481	6,380	5,621	6,933	13,173	9,689	16,025	127,503
FY 12	19,827	13,247	17,911	11,116	5,484	5,006	8,784	5,684	7,862	9,411	14,026	13,337	131,695
FY 11	17,610	18,071	12,543	10,832	7,476	4,247	3,834	5,484	8,651	11,287	10,733	15,529	126,297
FY 10	14,621	15,070	9,783	9,416	4,166	5,040	3,703	4,646	6,672	10,688	12,587	15,259	111,651
FY 09	14,428	14,543	11,071	9,907	6,399	4,278	5,207	4,657	7,488	9,345	11,110	15,142	113,575
YTD	18,320	36,817	56,567	70,875	79,757	87,058	96,611	0	0	0	0	0	96,611
YTD Comparison	142.8%	114.7%	120.5%	122.2%	120.5%	124.9%	127.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Monthly Comparison	142.8%	96.1%	133.1%	128.9%	108.6%	209.8%	149.7%	0.0%	0.0%	0.0%	0.0%	0.0%	

Year-to-Date Comparison compares the cumulative year to date figures against the same time period in the previous year.

Monthly Comparison compares the current month of the current year against the same month in the previous year.

### **Attendance Receipts Figures Narrative:**

- Attendance receipts at the end of January totaled \$96,611, which is 127% compared to last year.

## **VII. Fundraising Activities**

- The museum minted the second design of the sesquicentennial medallion. An ceremonial minting by the Governor and Lt. Governor will occur February 26 at 3:30 pm. Medallions are sold for \$100.50 through the Legislative Gift Shop. Copper medallions are available through the Legislative Shop for \$15.00. The museum receives a nonprofit rate of \$9.00 per silver medallion.
- Black Rock City LLC, dba Burning Man contributed \$1,000 general support for the private budget.
- Bourse agreements were sent to coin dealers for the 2014 Carson City Mint Coin Show and Fair set for August 22 and 23, bringing in vendor fees of \$300 per table. The Carson City Nugget once again joined as a gold sponsor, representing an in-kind contribution of over \$2,000.

## **VIII. General Museum Activities**

- The museum held the opening reception for the sesquicentennial exhibit, Finding Frémont: Pathfinder of the West January 29. Attendance was exceptional, totaling 449 people. Governor Sandoval participated in the opening program. The Carson City Symphony's Silver Strings Quartet donated music. Fremont Elementary School students sang songs and assisted hosting. Friends of the Nevada State Museum assisted hosting. The exhibit reflects staff dedication to high standards of content and presentation. Finding Frémont conveys the fascinating story of John C. Frémont's 1843-44 expedition through Oregon, Northern Nevada, and California. Visitors may view "the Frémont cannon," the 1856 Frémont/Dayton presidential campaign flag, Frémont's sword and pistol, maps, 19th century surveying equipment, and artifacts recovered from Frémont sites in Oregon and California, including his cannon carriage. Finding Frémont was the outcome of multiple partnerships involving Nevada and Oregon BLM; Nevada, Oregon, and California USFS; the Des Chutes Historical Museum; other museums; and private nonprofits. The exhibit closes the end of October and travels to the Des Chutes Historical Museum in Bend, Oregon. A variety of programs associated with the exhibit, including the Frémont Symposium in July, will take place through the year. The museum adopted "exploration" as the theme for educational programming this year.

- A second sesquicentennial exhibit, *Our Nevada Stories: Objects Found in Time* features state symbols, Nevada minerals, a model of the State Capitol, the state's 125th anniversary quilt, the first known specimen of the North American Ice Age cheetah, early slot machines, and American Indian art.
- The museum held a Family Fun Saturday: Wild and Wonderful Wetlands workshop January 11, demonstrating the life of bugs, birds, and critters that live in wetlands. Attendees explored American Indian use of the wetlands. The workshops are open to ages 5 and up with a responsible adult.
- The January 11 Family Fun Saturday presented a twined basketry class for ages 10 and up.
- The museum received maximum attendance of 97 for the Frances Humphrey Lecture January 23, featuring *The Nevada Discovery Ride* by Samantha Szesciorka, Assistant Curator of the Wilbur D. May Museum. Attendees experienced the hidden beauty of the Silver State by following Samantha's 450 mile backcountry journey on horseback, battling wild terrain, wild weather, and wild animals. An avid equestrian with nearly 20 years experience, Samantha is an associate member of the Long Riders' Guild
- Family Fun Saturday: Fun with Butterflies was held February 8 for ages five and up featuring insects, the life stages of a butterfly, and making of a butterfly in a chrysalis to take home.
- Biannual Volunteer Tour Guide training drew maximum attendance of 45 volunteers with 10 new recruits. Week one of Volunteer Tour Guide Training February 8 and 9 focused on Tahoe history, John C. Frémont, and American Indian culture. Week two February 18 and 19 highlighted plants, animals, fossils, and geography of Nevada.
- One hundred percent construction documents are nearing completion for the new loading facility and freight elevator on the museum's south side. The Carson City Historic Resources Commission and Planning Commission approved plans. Construction is scheduled for next summer. The addition will allow the museum to present large changing exhibits as funds become available. Such exhibits are key to the museum's development strategy.
- The curator of history contributed an interview on Las Vegas television January 17 doing a story on Chinese counterfeiting of Carson City Mint coins.
- The curator of anthropology and curator of education were interviewed about the Finding Frémont exhibit on the half-hour Nevada Matters radio program January 31.

## **Nevada State Museum Mission Statement**

The Nevada State Museum engages diverse audiences in understanding and celebrating Nevada's natural and cultural heritage.

- The museum preserves heritage for long-term public benefit.
- The museum presents heritage through unique and authentic educational experiences, enhanced by an environment of comfort, interaction, and inspiration.
- Audiences learn what makes Nevada special. They gain stronger identity, connection, and validation. They develop a broader point of view and a sense of responsibility.
- The museum extends benefits to the greatest audience, provides leadership in heritage education, and adheres to the highest standards of public-trust stewardship.

## **Current Operations**

The museum is open six days a week, Tuesday through Sunday.





Nevada Department of Tourism and Cultural Affairs

# Nevada State Museum

600 N. Carson St., Carson City, NV, 89701-4004, (p) 775/687-4810, (f) 775/687-4168, [www.nevadaculture.org](http://www.nevadaculture.org)

## Deaccession Record

**Authority** NRS 381.0063, section 2(1); NRS 381.008; NRS 381.0062; NRS 381.0063

**Accession Number** CM-716-G-

**Object Description** Historic child burial

**Original Source** George E. and Doris Compston

**Date of Accession** November 4, 1959 **Monetary Value** None

**Justification** Human remains were repatriated to the Yerington Paiute on March 21, 1997 in accordance with the Native American Graves Protection and Repatriation Act (NAGPRA).

### Method of Disposition

- ☐ Transfer within Museum (Museum Director Approval)  
☐ Transfer within Division (Administrator Approval)  
☒ Removal out of Division (Board Approval)

Repatriated to the Yerington Paiute Tribe.

**Approved By**

**Date**

Curator

Museum Director

Administrator, Division of Museums and History

Chair, Board of Museums and History

2/19/14

2-19-14





Nevada Department of Tourism and Cultural Affairs

# Nevada State Museum

600 N. Carson St., Carson City, NV, 89701-4004, (p) 775/687-4810, (f) 775/687-4168, [www.nevadaculture.org](http://www.nevadaculture.org)

## Deaccession Record

**Authority** NRS 381.0063, section 2(1); NRS 381.008; NRS 381.0062; NRS 381.0063

**Accession Number** CM-1072-G-1

**Object Description** Human calvaria

**Original Source** Martin H. Mann

**Date of Accession** December 21, 1964 **Monetary Value** None

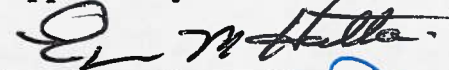
**Justification** Human remains were repatriated to the Pyramid Lake Paiute Tribe on February 26, 2002 in accordance with the Native American Graves Protection and Repatriation Act (NAGPRA).

### Method of Disposition

- ☐ Transfer within Museum (Museum Director Approval)  
☐ Transfer within Division (Administrator Approval)  
☒ Removal out of Division (Board Approval)

Repatriated to the Pyramid Lake Paiute Tribe.

**Approved By**



Curator

  
Museum Director

Administrator, Division of Museums and History

Chair, Board of Museums and History

**Date**

2/19/14

2-19-14



Nevada Department of Tourism and Cultural Affairs

# Nevada State Museum

600 N. Carson St., Carson City, NV, 89701-4004, (p) 775/687-4810, (f) 775/687-4168, www.nevadaculture.org

## Deaccession Record

**Authority** NRS 381.0063, section 2(1); NRS 381.008; NRS 381.0062; NRS 381.0063

**Accession Number** CM-5560-G-2

**Object Description** "Winnemucca Lake" diorama

**Original Source** NSM Exhibits

**Date of Accession** 2004 **Monetary Value** none

**Justification** Not an artifact, but an exhibit. No plan to display as there is minimal content to the diorama.

### Method of Disposition

- ☐ Transfer within Museum (Museum Director Approval)
- ☐ Transfer within Division (Administrator Approval)
- ☒ Removal out of Division (Board Approval)

Transfer to the Fallon Paiute-Shoshone tribe.

**Approved By**

*E. M. Hutton*

Curator

*James J. Barone*

Museum Director

**Date**

*2/19/14*

*2-19-14*

**Administrator, Division of Museums and History**

**Chair, Board of Museums and History**





**Collection** Nevada State Museum - Anthropology  
**Other#**  
**Old#**  
**Accession#** CM-5560-G  
**Received as** Produced by Staff  
**Cataloged by** Underwood, Diane  
**Source** NSM Exhibits  
**Creditline**  
**Category** 8: Communication Artifact  
**Subcategory** Documentary Artifact  
**Othername**  
**Received date** 10/26/2004  
**Catalog date** 02/01/2005  
**Home loc** IH-Anthro  
**Description** Native American Diorama - Winnemucca Lake

010\CM5560G002.JPG



On Exhibit 2004

**Date** 1960s  
**Year Range** 1960 - 0  
**Condition** Not rated

**Height** 48.000 in  
**Length** 0.000 in  
**Diameter** 0.000 in  
**Weight** 0.000 oz  
**Width** 72.000 in  
**Depth** 40.000 in  
**Circum** 0.000 in  
**Count** 1

**Status date**  
**Status by**  
**Status**

**Dim Notes** Approximate measurements.  
Width = measurement across the front of the diorama.  
Depth = measurement from the front to the back of the diorama.

**Collector**  
**Site**  
**Pl origin**

**Coll date** / /  
**Site#**

**Event**  
**Material**

**Found**  
**Used**  
**Made**  
**Owned**

**Title**  
**Provenance**

**Artist**

**Makers mark**  
**Inscription type**  
**Inscrip techq**  
**Inscrip lang**

**Inscription text**  
**Inscription position**  
**Inscription translation**

**Updated/by** 11/22/2013 03:08 PM Unknown





Nevada Department of Tourism and Cultural Affairs

# Nevada State Museum

600 N. Carson St., Carson City, NV, 89701-4004, (p) 775/687-4810, (f) 775/687-4168, [www.nevadaculture.org](http://www.nevadaculture.org)

## Deaccession Record

**Authority** NRS 381.0063, section 2(1); NRS 381.008; NRS 381.0062; NRS 381.0063

**Accession Number** CM-5560-G-7

**Object Description** "Pyramid Lake" diorama

**Original Source** NSM Exhibits

**Date of Accession** 2004 **Monetary Value** none

**Justification** Not an artifact, but an exhibit. No plan to display as there is minimal content to the diorama.

### Method of Disposition

- ☐ Transfer within Museum (Museum Director Approval)  
☐ Transfer within Division (Administrator Approval)  
☒ Removal out of Division (Board Approval)

Transfer to the Fallon Paiute-Shoshone tribe.

**Approved By**

  
Curator

  
Museum Director

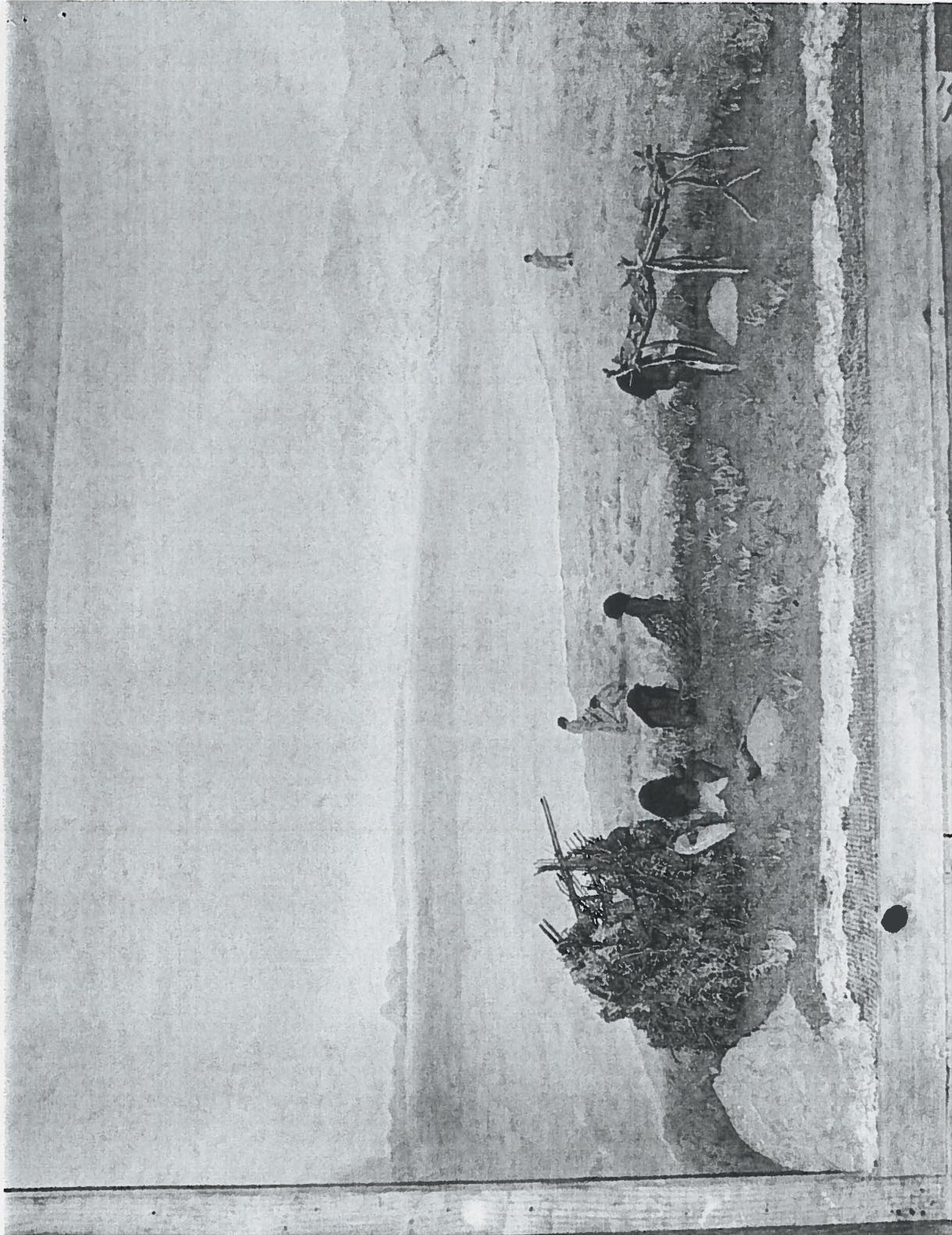
Administrator, Division of Museums and History

Chair, Board of Museums and History

**Date**

2/19/14

2-19-14

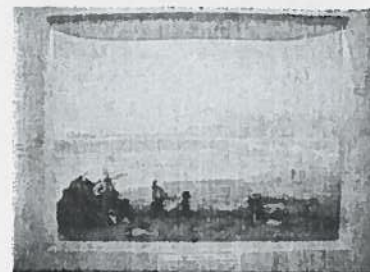




**Collection** Nevada State Museum - Anthropology  
**Other#**  
**Old#**  
**Accession#** CM-5560-G  
**Received as** Produced by Staff  
**Cataloged by** Underwood, Diane  
**Source** NSM Exhibits  
**Creditline**  
  
**Home loc** IH-Anthro  
**Description** Native American Diorama - Pyramid Lake

**Category** 8: Communication Artifact  
**Subcategory** Documentary Artifact  
**Othername**  
**Received date** 10/26/2004  
**Catalog date** 02/01/2005

010\CM5560G007.JPG



On Exhibit 2004

**Date** 1960s  
**Year Range** 1960 - 0  
**Condition** Not rated  
  
**Height** 48.000 in  
**Length** 0.000 in  
**Diameter** 0.000 in  
**Weight** 0.000 oz  
  
**Collector**  
**Site**  
**Pl origin**  
**Event**  
**Material**  
**Found**  
**Used**  
**Made** Howard Hickson, who became Director of the Elko County Museum  
**Owned**  
  
**Title**  
**Provenance**  
  
**Makers mark**  
**Inscription type**  
**Inscrip techq**  
**Inscrip lang**  
**Updated/by** 11/22/2013 03:10 PM Unknown

**Status date**  
**Status by**  
**Status**  
  
**Dim Notes** Approximate measurements.  
Width = measurement across the front of the diorama.  
Depth = measurement from the front to the back of the diorama.  
  
**Coll date** / /  
**Site#**  
  
**Artist**  
  
**Inscription text**  
**Inscription position**  
**Inscription translation**



**STATE OF NEVADA**  
**DEPARTMENT OF TOURISM & CULTURAL AFFAIRS**  
**DIVISION OF MUSEUMS AND HISTORY**  
**Nevada State Railroad Museums - CC**

**Brian Sandoval**  
*Governor*

**Peter D. Barton**  
*Administrator*

**Claudia Vecchio**  
*Director*

**Report to the**  
**Board of Museums and History**  
**March 7, 2014**

**G. Frank Ackerman**  
*Museum Director*

**I. Status of Private Funds Budget**

<b>Status of Private Funds Budget B/A #5037 CC</b>					<b>Status</b>	
<b>State Fiscal Year 2014</b>					<b>Year to Date</b>	<b>Percentage</b>
	<b>GL #</b>	<b>Approved Budget</b>	<b>Approved Changes</b>	<b>Total Budget</b>	<b>Actuals</b>	<b>Year to Date</b>
<b>Revenues:</b>						
Balance Forw from Prior FY (restricted)	2511	70,991		70,991	70,991	100.00%
Balance Forw from Prior FY (unrestricted)	2512	72,213		72,213	72,213	100.00%
Volunteer Registration Fees	3810	100		100	10	10.00%
Memberships	4008	0		0	0	0.00%
Photograph Sales	4010	0		0	0	0.00%
Merchandise Sales	4025	90,592		90,592	53,980	59.59%
Publication Sales	4027	0		0	0	0.00%
Gifts & Donations	4251	14,685		14,685	1,586	10.80%
Miscellaneous Revenue	4254	0		0	0	0.00%
Private Grants (Restricted)	4265	77,000		77,000	648	0.84%
Private Grants - Friends of the Railroad	4266	10,000		10,000	5,000	50.00%
Treasurer's Interest	4326	550		550	18	3.29%
Withdrawals from Trust	4454	0		0	0	0.00%
<b>Total Revenue:</b>		<b>\$336,131</b>	<b>\$0</b>	<b>\$336,131</b>	<b>\$204,446</b>	<b>60.82%</b>
<b>Expenditures:</b>						
	<b>Category</b>					
Administration	35	14,326		14,326	4,979	34.75%
Publications	36	0		0	0	0.00%
Exhibits	37	16,895		16,895	1,224	7.24%
Blank	41	0		0	0	0.00%
Docent	43	3,812		3,812	943	24.73%
Museum Store	45	92,695		92,695	42,786	46.16%
Friends of the Railroad	46	10,000		10,000	3,347	33.47%
Special Projects (Restricted) CC	55	147,991		147,991	20,606	13.92%
Reserve	86	50,412		50,412	0	0.00%
<b>Total Expenditures:</b>		<b>\$336,131</b>	<b>\$0</b>	<b>\$336,131</b>	<b>\$73,884</b>	<b>21.98%</b>

**Budget Status Narrative:** Revenue and expenses reported through January 31, 2014.



Nevada State Railroad Museum CC  
Report to the Board  
March 7, 2014

## II. Museum Store Sales

	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>June</u>	<u>TOTAL</u>
FY 14	12,859	8,294	5,165	10,815	4,882	7,444	4,522						53,980
FY 13	9,141	7,278	10,512	10,903	7,022	10,598	5,405	3,526	4,491	5,738	6,631	6,062	87,308
FY 12	12,314	7,233	8,504	7,435	4,162	8,337	2,936	2,506	4,030	4,490	8,016	6,136	76,098
FY 11	11,637	9,927	7,632	10,708	6,056	8,188	3,739	3,291	3,934	2,425	7,321	9,028	83,886
FY 10	9,984	10,704	9,934	9,202	5,907	6,633	4,312	4,049	5,739	5,407	16,598	8,622	97,091
YTD	12,859	21,153	26,318	37,133	42,015	49,459	53,980	0	0	0	0	0	53,980
YTD Comparison	140.68%	128.84%	97.73%	98.15%	93.67%	89.19%	88.70%	0.00%	0.00%	0.00%	0.00%	0.00%	
Monthly Comparison	140.68%	113.97%	49.13%	99.19%	69.52%	70.23%	83.65%	0.00%	0.00%	0.00%	0.00%	0.00%	

**Museum Store Sales Narrative:** Report is through January 31, 2014. Store sales were strong early in the fiscal year but have recently plunged below expectations.

## III. Museum Store Revenue and Expenditure Chart

Museum Store Revenue and Expenditure Chart

	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>TOTAL</u>
<b>Revenues</b>													
Store Sales	12,859	8,294	5,165	10,815	4,882	7,444	4,522				0	0	53,980
<b>Expenditures</b>													
Merchandise	0	1,172	7,062	3,333	4,700	2,537	162				0	0	18,966
Personnel	1,429	5,172	3,730	3,598	3,668	3,668	5,035				0	0	26,300
Operating/Other	328	305	192	330	904	207	239				0	0	2,506
<b>Total</b>													
Expenditures	1,757	6,649	10,984	7,261	9,272	6,412	5,436	0	0	0	0	0	47,772
<b>Net Profit</b>	11,102	1,645	-5,819	3,554	-4,391	1,032	-914	0	0	0	0	0	6,208

**Museum Store Revenue and Expenditure Chart Narrative:** For the year to date, the store is operating with an acceptable gross profit margin. Report is through January 31, 2014.

#### IV. Membership Figures

Memberships (new and renewals) chart comparison against three previous fiscal years.

Membership Categories	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
Regular	0	0	0	0	0	0	0	0	0	0	0	0	0
Student & Senior	0	0	0	0	0	0	0	0	0	0	0	0	0
Family	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>FY 13 Total</b>													
FY 12	0	0	0	0	0	0	0	0	0	0	0	0	0
FY 11	0	0	0	0	0	0	0	0	0	0	0	0	0
FY 10	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>YTD</b>	<b>0</b>												<b>0</b>
YTD Comparison													
Monthly Comparison													

Year-to-Date Comparison compares the cumulative year to date figures against the same time period in the previous year.  
Monthly Comparison compares the current month of the current year against the same month in the previous year.

#### Membership Figures Narrative:

The Nevada State Railroad Museum does not have a membership program. People wishing to support the museum through membership join the *Friends of the Nevada State Railroad Museum*. This non-profit organization provides cash support for various museum projects and programs. As of February 2, 2014, membership in the *Friends* stands at 612, a decrease of 23 from the previous report.

#### V. Museum Attendance Figures

Attendance chart comparison against three previous fiscal years.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 14	2,884	1,727	1,148	1,132	1,147	1,236	809						9,883
FY 13	1,975	1,745	1,482	1,182	830	1,240	426	685	906	1,014	1,434	1,605	14,524
FY 12	3,403	1,852	1,728	1,163	1,020	1,087	463	599	619	899	1,980	2,139	16,932
FY 11	2,615	2,071	1,694	1,869	793	1,260	701	676	783	431	1,780	1,960	16,633
FY 10	2,139	2,250	1,616	1,357	1,174	1,923	809	1,020	1,082	1,210	2,613	1,784	18,977
<b>YTD</b>	<b>2,884</b>	<b>4,611</b>	<b>5,759</b>	<b>6,891</b>	<b>8,038</b>	<b>9,274</b>	<b>9,883</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,883</b>
YTD Comparison	146.03%	123.95%	110.71%	107.94%	111.42%	109.70%	111.30%	0.00%	0.00%	0.00%	0.00%	0.00%	
Monthly Comparison	146.03%	98.97%	77.46%	95.77%	138.19%	99.68%	142.96%	0.00%	0.00%	0.00%	0.00%	0.00%	

Year-to-Date Comparison compares the cumulative year to date figures against the same time period in the previous year.  
Monthly Comparison compares the current month of the current year against the same month in the previous year.

#### Museum Attendance Figures Narrative:

Attendance for the year to date is running ahead of FY 2013 due in part to the additional day of service.. Report is through January 31, 2014.

Nevada State Railroad Museum CC  
Report to the Board  
March 7, 2014

## VI. Attendance Receipts

	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>June</u>	<u>TOTAL</u>
FY 14	7,607	6,922	6,121	8,150	1,912	6,971	3,341						41,024
FY 13	9,923	3,511	8,511	5,228	3,026	3,486	1,627	2,577	2,851	4,339	5,864	6,309	45,079
FY 12	10,640	6,857	7,291	4,759	2,687	4,999	2,114	2,694	2,790	3,472	6,976	7,418	62,698
FY 11	8,029	6,586	4,202	4,966	2,536	2,543	2,140	1,016	0	0	4,354	6,352	42,724
FY 10	5,171	5,116	4,102	3,296	2,327	1,026	1,650	1,907	2,592	3,560	6,743	5,681	43,171
YTD	7,607	14,529	20,649	28,799	30,711	37,683	41,024	0	0	0	0	0	41,024
YTD Comparison	76.66%	108.15%	94.10%	105.99%	101.70%	111.87%	116.17%	0.00%	0.00%	0.00%	0.00%	0.00%	
Monthly Comparison	76.66%	197.15%	71.91%	155.90%	63.18%	199.98%	205.35%	0.00%	0.00%	0.00%	0.00%	0.00%	
Year-to-Date Comparison compares the cumulative year to date figures against the same time period in the previous year.													
Monthly Comparison compares the current month of the current year against the same month in the previous year.													

**Museum Attendance Receipts Narrative:** Report is through January 31, 2014. Receipts are consistent with attendance trends.

## VII. Train Ride Receipts

Train Ride receipts compared against three previous fiscal years.

	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>June</u>	<u>TOTAL</u>
FY 14	9,754	0	0	994	1,362	6,816	0						18,926
FY 13	6,735	837	5,938	2,907	0	10,799	0	0	0	0	3,900	0	27,216
FY 12	9,669	2,891	5,694	1,626	0	17,652	0	0	0	152	8,944	7,706	54,335
FY 11	8,391	4,535	5,060	2,133	2,430	9,888	0	0	0	259	10,109	4,235	47,040
FY 10	4,830	6,658	4,627	1,586	2,102	4,900	0	0	0	255	9,399	3,846	38,203
YTD	9,754	9,754	0	10,748	12,110	18,926	0	0	0	0	0	0	18,926
YTD Comparison	144.8%	128.8%	0.0%	65.5%	73.8%	69.5%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Monthly Comparison	144.8%	0.0%	0.0%	34.2%	#DIV/0!	63.1%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	0.0%	#DIV/0!	

Year-to-Date Comparison compares the cumulative year to date figures against the same time period in the previous year.

Monthly Comparison compares the current month of the current year against the same month in the previous year.

### **Train Ride Receipts Narrative:**

The steam train operated October 12 and 13, November 30 – December 1, and December 14-15 the latter four dates for Santa Train. The McKeen car operated October 26. Report is through January 31, 2014.



**VIII. Fundraising Activities:**

- None this report.

**IX. General Museum Activities**

- As of January 31, sixteen months since its release, 772 copies of *Waiting for the Cars* have been distributed out of a press run of 3,000 copies; marking 26% of inventory sold to date.
- Design of the Nevada State Railroad Museum Gateway project has been submitted for review by the Nevada Department of Transportation at the 90% completion level. The central feature of this project is a new entrance sign for the museum.
- Adam Michalski, Curator II, Education, and Pamela West, Museum Attendant II, entered on duty January 16. Adam holds a Master of Arts in History from the University of Missouri, St. Louis. His MA thesis was entitled *Unfulfilled Promise: Electrification and the Chicago, Milwaukee and St. Paul Railroad*. Pam holds an Associate's degree in Business Administration from Victor Valley College. During a 15-year career with Desert Community Bank in Victorville, CA she rose to the position of Assistant Vice President.

**Mission Statement**

The Nevada State Railroad Museum is a cultural resource dedicated to educating the broadest possible audience about the contributions of railroads and railroading to the development of Nevada.

This mission is realized through the collection, preservation and interpretation of significant locomotives, rolling stock, artifacts, photographs, documents and ephemera directly relating to railroads and railroading in Nevada.

**Current Operations**

As of July 1, 2013 the museum expanded to operating for the public five days per week; Thursday through Monday, 9:00a.m.to 5:00p.m.





**STATE OF NEVADA**  
**DEPARTMENT OF TOURISM & CULTURAL AFFAIRS**  
 Division of Museums and History  
 Nevada State Railroad Museum/Boulder City

**Brian Sandoval**  
*Governor*

**Peter Barton**  
*Administrator*

**Claudia Vecchio**  
*Director*

**Report to the**  
**Board of Museums and History**

**Greg Corbin**  
*Museum Director*

**March 7, 2014**

**I. Status of Private Funds Budget**

<b>Status of Private Funds Budget B/A #5037 BC State Fiscal Year 2014</b>					<b>Status</b>	
	<b>GL #</b>	<b>Approved Budget</b>	<b>Approved Changes</b>	<b>Total Budget</b>	<b>Year to Date Actuals</b>	<b>Percentage Year to Date</b>
<b>Revenues:</b>						
Balance Forw from Prior FY (Unrestricted)	2514	1,522		1,522	1,522	100.00%
Balance Forw from Prior FY (Restricted)	2515	33		33	33	100.00%
Facilities Charges	3802	1,500		1,500	500	33.33%
Merchandise Sales	4026	47,079		47,079	25,075	53.26%
Gifts & Donations	4253	1,721		1,721	1,575	91.52%
<b>Total Revenue:</b>		<b>\$51,855</b>	<b>\$0</b>	<b>\$51,855</b>	<b>\$28,705</b>	<b>55.36%</b>
<b>Expenditures:</b>						
	<b>Category</b>					
Boulder City Railroad	52	51,822		51,822	22,136	42.72%
Boulder City Railroad Restricted	53	33		33	0	0.00%
<b>Total Expenditures:</b>		<b>\$51,855</b>	<b>\$0</b>	<b>\$51,855</b>	<b>\$22,136</b>	<b>42.69%</b>
<b>Revenues Over (Under) Expenditures:</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,569</b>	<b>12.67%</b>

**Budget Status Narrative:** The figures noted above covers the period through January 31, 2014. Since the last report to the Board there have been the normal expenditures charged to the private budget, which includes store merchandise.

NSRM-Boulder City  
Report to the Board  
March 7, 2014

## II. Museum Store Sales N/A

Store sales chart comparison against three previous fiscal years.

	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>June</u>	<u>TOTAL</u>
FY 14	2,973	3,674	3,725	3,078	3,767	7,974	0						25,191
FY 13	3,558	4,112	3,609	3,441	3,955	8,489	41	3,485	5,116	3,652	3,045	2,666	45,169
FY 12	5,412	4,017	3,446	4,259	3,992	5,743	0	3,518	3,972	4,228	3,740	3,648	45,975
FY 11	3,535	3,876	3,487	4,461	3,657	6,666	0	3,485	5,756	5,292	4,540	3,829	48,584
FY 10	1,980	4,149	3,495	3,176	4,058	6,497	0	2,171	4,373	4,564	4,774	3,742	42,979
YTD	2,973	6,647	10,372	13,450	17,217	25,191	0	0	0	0	0	0	25,191
YTD Comparison	83.6%	86.7%	92.0%	91.4%	92.2%	92.7%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Monthly Comparison	83.6%	89.3%	103.2%	89.5%	95.2%	93.9%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

Year-to-Date Comparison compares the cumulative year to date figures against the same time period in the previous year.

Monthly Comparison compares the current month of the current year against the same month in the previous year.

**Museum Store Sales Narrative:** Store sales are reported through January 31, 2014. The Boulder City facility continues to operate an established museum store during a two-day-a-week schedule, coinciding with the operation of our train rides each Saturday and Sunday. No train operations during the month of January.

## III. Museum Revenue and Expenditure Chart

Museum Store Revenue and Expenditure Chart

	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>TOTAL</u>
<b>Revenues</b>													
Store Sales	2,973	3,674	3,725	3,078	3,767	7,974	0	0	0	0	0	0	25,191
<b>Expenditures</b>													
Merchandise	1,109	749	1,556	1,208	357	3,581	766	0	0	0	0	0	9,326
Personnel	1,195	836	2,682	1,970	1,971	2,078	442	0	0	0	0	0	11,174
Operating/Other	2	115	36	208	29	69	2,310	0	0	0	0	0	2,769
Total Expenditures	2,306	1,700	4,274	3,386	2,357	5,728	3,518	0	0	0	0	0	23,269
Net Profit	667	1,974	-549	-308	1,410	2,246	-3,518	0	0	0	0	0	1,922

**Museum Store Revenue and Expenditure Narrative:** The store is presently showing a modest gross profit. This report covers store/sales activity through January 31, 2014.

NSRM-Boulder City  
Report to the Board  
March 7, 2014

#### IV. Membership Figures

Memberships (new and renewals) chart comparison against three previous fiscal years.

Membership Categories	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
Individual	0	0	0	0	0	0	0	0	0	0	0	0	0
Family	0	0	0	0	0	0	0	0	0	0	0	0	0
Sustaining	0	0	0	0	0	0	0	0	0	0	0	0	0
Contributing	0	0	0	0	0	0	0	0	0	0	0	0	0
Patron	0	0	0	0	0	0	0	0	0	0	0	0	0
Benefactor	0	0	0	0	0	0	0	0	0	0	0	0	0
Senior	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>FY 14 Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FY 13</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FY 12</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FY 11</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>YTD</b>	<b>0</b>												<b>0</b>
YTD Comparison	#DIV/0!												#DIV/0!
Monthly Comparison	#DIV/0!												

Year-to-Date Comparison compares the cumulative year to date figures against the same time period in the previous year.

Monthly Comparison compares the current month of the current year against the same month in the previous year.

**Museum Membership Narrative:** The NSRM/BC has no an active membership program. Individuals wanting to support the museum do so by joining/supporting the *Friends of the Nevada Southern Railway*. As of this report, the *Friends* membership stands at 295 memberships (Individual, Senior & Family level).

#### V. Museum Attendance Figures (Train Ridership Only)

Attendance chart comparison against three previous fiscal years.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
<b>FY 14</b>	<b>1,437</b>	<b>1,525</b>	<b>1,739</b>	<b>2,672</b>	<b>3,623</b>	<b>9,551</b>							<b>20,547</b>
<b>FY 13</b>	<b>1,519</b>	<b>1,318</b>	<b>1,705</b>	<b>2,728</b>	<b>1,323</b>	<b>11,407</b>	<b>0</b>	<b>1,804</b>	<b>2,998</b>	<b>12,085</b>	<b>2,100</b>	<b>1,735</b>	<b>40,522</b>
<b>FY 12</b>	<b>2,130</b>	<b>1,521</b>	<b>1,542</b>	<b>2,944</b>	<b>1,574</b>	<b>9,459</b>	<b>0</b>	<b>1,930</b>	<b>3,210</b>	<b>11,311</b>	<b>2,754</b>	<b>1,415</b>	<b>39,790</b>
<b>FY 11</b>	<b>1,348</b>	<b>1,306</b>	<b>2,308</b>	<b>2,693</b>	<b>1,428</b>	<b>9,330</b>	<b>124</b>	<b>1,432</b>	<b>3,458</b>	<b>3,463</b>	<b>3,227</b>	<b>1,697</b>	<b>31,814</b>
<b>FY 10</b>	<b>1,109</b>	<b>1,519</b>	<b>1,112</b>	<b>1,866</b>	<b>1,396</b>	<b>10,029</b>	<b>0</b>	<b>1,645</b>	<b>2,991</b>	<b>2,077</b>	<b>2,972</b>	<b>1,595</b>	<b>28,311</b>
<b>YTD</b>	<b>1,437</b>	<b>2,962</b>	<b>4,701</b>	<b>7,373</b>	<b>10,996</b>	<b>20,547</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20,547</b>
YTD Comparison	94.6%	104.4%	103.5%	101.4%	128.0%	102.7%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Monthly Comparison	94.6%	115.7%	102.0%	97.9%	273.8%	83.7%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

Year-to-Date Comparison compares the cumulative year to date figures against the same time period in the previous year.

Monthly Comparison compares the current month of the current year against the same month in the previous year.

#### Museum Attendance Figures Narrative:

This report covers the period through January 31, 2014. Note: No train operations during the month of January, due to maintenance and inspections.

## VI. Attendance Traffic (Display Pavilion Only)

Current attendance traffic compared against three previous fiscal years.

	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>June</u>	<u>TOTAL</u>
FY 14	235	234	366	350	300	175	255	0	0	0	0	0	1,915
FY 13	493	306	423	344	400	250	155	160	423	105	272	275	3,606
FY 12	0	0	0	0	172	243	278	231	464	271	236	488	2,383
FY 11	0	0	0	0	0	0	0	0	0	0	0	0	0
YTD	235	469	600	716	650	475	430	0	0	0	0	0	1,915
YTD Comparison	47.7%	58.7%	49.1%	45.7%	33.1%	21.4%	18.1%	0.0%	0.0%	0.0%	0.0%	0.0%	
Monthly Comparison	47.7%	76.5%	86.5%	101.7%	75.0%	70.0%	164.5%	0.0%	0.0%	0.0%	0.0%	0.0%	

Year-to-Date Comparison compares the cumulative year to date figures against the same time period in the previous year.

Monthly Comparison compares the current month of the current year against the same month in the previous year.

### Museum Attendance Receipts Narrative:

The Boulder City facility does not charge an admission fee other than train ride fares at this time. The NSRM/BC tracks non-paying visitors passing through our open-air display pavilion Tuesday through Friday only (or as staffing allows).

## VII. Train Ride Receipts

Train Ride receipts compared against three previous fiscal years.

	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>June</u>	<u>TOTAL</u>
FY 14	8,595	10,688	11,484	17,842	21,866	50,284	0						120,759
FY 13	11,567	10,165	11,956	17,276	12,933	60,069	1,750	10,812	21,567	16,104	13,978	9,868	198,045
FY 12	14,672	10,770	10,534	18,333	12,210	47,535	0	11,950	18,761	15,742	17,949	9,979	188,435
FY 11	10,949	10,811	17,086	19,096	10,214	39,831	858	9,724	23,705	23,761	18,710	12,215	196,960
FY 10	6,059	7,658	7,939	17,209	10,733	17,418	0	7,512	9,746	21,407	18,688	11,684	136,053
YTD	8,595	19,283	30,767	48,609	70,475	120,759	0	0	0	0	0	0	120,759
YTD Comparison	74.3%	88.7%	91.3%	95.4%	110.3%	97.4%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Monthly Comparison	74.3%	105.1%	96.1%	103.3%	169.1%	83.7%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

Year-to-Date Comparison compares the cumulative year to date figures against the same time period in the previous year.

**Train Ride Receipts Narrative:** This report is through January 31, 2014. Note: No train operations during the month of January.



**VIII. Fundraising Activities N/A**

**IX. General Museum Activities**

- During this report period (Nov., Dec. & Jan.), the NSRM-BC accommodated 4 schools (public & private) through the fall season of the school year, for a total participation of 493 students and teachers. In addition, we accommodated 2 Engineer-4-an-Hour participants during this report period. It should be noted that there's been a drastic reduction in the number of school groups making field trips due to ongoing cost issues within the school district (for buses). Regardless, we still have a large number of schools that have already made reservations for the upcoming spring season, which will keep us busy.
- November and December were extremely busy for us...as we were consumed with preparations and advanced ticket sales for our annual "Santa Train" event. As in past years, we had a very successful event during the three weekends in which the event was held. Unfortunately, the weather didn't cooperate very well during the first weekend....as it was very windy, extremely cold and darn-right miserable. In turn...we only accommodated about 60 to 70% of our total capacity for the weekend. However, we sold out (100%) both the second and third weekends. Our 2013 operating then concluded on December 29<sup>th</sup>.
- January was very busy around the maintenance shop facility as our staff and volunteers performed all the annual inspections and maintenance on all four of our operating locomotives. Traction motors were inspected and serviced, cooling systems/radiators were flushed/serviced and new water treatment added, oil changed as needed, power packs/pistons and rings were inspected for wear or adjusted just to name a few of the items taken care of. Also, staff and volunteers have been busy during January as they've been installing pavers within a number of areas in and around our display pavilion and passenger facilities. The added pavers have greatly enhanced our public areas in which our visitors see or use.
- As I announced in my previous board report (Dec)....I had plans to retire on Friday, February 28, 2014. However, due to some unforeseen circumstances within our agency...I've agreed to postpone my retirement until Friday, August 28, which will help us get through some of our issues and the budget building process that will take place later this spring/summer. As a result...I'll see all of you again during the upcoming board meeting that's scheduled here on June 13, 2014.
- Our 2014 operating season (13<sup>th</sup> season of operation) kicked off on Saturday, February 8<sup>th</sup> and we are currently preparing for our upcoming "Volunteer Appreciation Dinner", which is scheduled for Thursday evening, February 27<sup>th</sup> at the Black Mountain Country Club in Henderson. The dinner is co-sponsored by Glaziers Food Market Place.

### **Mission Statement**

The Nevada State Railroad Museum, Boulder City will interpret, through a working excursion railroad, exhibitions and public programs, the story of railroads and the importance of transportation systems to the development of southern Nevada since 1900, with a special focus on the construction of Hoover Dam. The Museum will acquire and preserve artifacts of railroad history ranging from paper documents to rolling stock, on exhibit or used actively for visitor enjoyment and education.

### **Current Operations**

The Nevada State Railroad Museum, Boulder City offers public train excursions on Saturdays and Sundays throughout the year except in January. The display pavilion is open additional days (Monday through Friday) when staffing permits.



# Converse Consultants

Geotechnical Engineering, Environmental & Groundwater Science, Inspection & Testing Services

## POLARIZED LIGHT MICROSCOPY ANALYSIS REPORT

Client: STATE PUBLIC WORKS BOARD  
515 E. MUSSER ST., STE 102  
CARSON CITY, NEVADA 89701

Contact: KEN SCARBROUGH

Account:

Project Number: 13-23849-01

Date Received: 1/21/2014  
Date Analyzed: 1/23/2014  
Date Reported: 1/23/2014  
Reported To: KEN SCARBROUGH  
Submitted By: Hand  
Report No.: 71-212700  
P.O. #: N/A

EUREKA, NEVADA - 17  
BOULDER CITY

I certify that these results are accurate for the samples obtained and comply with accepted methods of analysis.

Lab Manager, Dan R. Dolk

Analyst, Dan R. Dolk

RESULTS LAB SAMPLE # LAB DESCRIPTION	CLIENT SAMPLE #	PERCENTAGE AND TYPE OF ASBESTOS	PERCENTAGE FIBROUS NON-ASBESTOS	PERCENTAGE NON-FIBROUS MATERIAL	INHOMOGENEOUS H-HOMOGENEOUS F-FIBROUS NF-NONE FIBROUS
212700 Gray Boiler Lagging Train #17	Train	40-50 Chrysotile Amosite Crocidolite Actinolite Anthophyllite Tremolite	Cellulose Glass Fibers Animal Fibers Mineral Wool Processed Paper Synthetic Fiber Talc Wollastonite Wood Fibers Cork	25 Binders Carbonate Binders Organic Binders Sulfate Binders Aggregate Diatoms Gypsum Mica 25 Mineral Cleavages Paint Perlite Vermiculite	I F  # Of Layers

Attached are the results of analysis of bulk samples submitted for asbestos identification. Converse Consultants follows EPA Method EPA/800/R-83/16, July 1983 and EPA/800/M4-82-020, December 1982.

Each sample was initially examined under a stereoscopic microscope at a magnification of 10x to 60x. Fibrous material was examined for morphology and content. Portions of each sample were immersed in a fluid with a known refractive index. The sample was examined under polarized light using a Olympus BHT PLM microscope with a McCrone Dispersion Staining objective under 100X magnification. Optical characteristics of the fibrous material were examined to determine the mineralogy of the fiber. The observed optical characteristics include angles of extinction, signs of elongation and dispersion staining colors. Asbestos fiber content is estimated by optically comparing the quantity of asbestos material and non-asbestos material to establish estimated percentages. Per the method, samples with distinct layers or inhomogeneous character have each layer analyzed separately and reported as individual layers. (I - Inhomogeneous, H - Homogeneous, F - Fibrous, NF - Non-Fibrous)

Bulk sampling may not have been performed by Converse Consultants personnel. No warranty is made as to the acceptability of sampling strategies.

Converse Consultants is National Voluntary Laboratory Accreditation Program accredited. Our NVLAP Lab Code: 102081-0. This report must not be used to claim product endorsement by NVLAP or any agency of the U.S. Government. This report must not be reproduced except in full without the approval of the laboratory. This report relates only to the items tested.

4840 Mill Street, Suite 5, Reno, Nevada 89502  
Telephone: (775) 858-3833 ♦ Facsimile: (775) 858-3513 ♦ email: [reno@converseconsultants.com](mailto:reno@converseconsultants.com)



ADDRESS 515 E. Missouri

PHONE 920-620-0415

CITY, STATE, ZIP Concord City, NC 27007

Page 1 of 1

**SURVEY DATA**

Inspector: Ken Scarborough

Project Name: Baroka - 40-17

Project Number: 13-25647-01

Date Sampled: 1-21-14

Contact: Ken Scarborough

Project Location: Baldwin City

Analysis Type: (Please Circle)

☒ Asbestos

☐ Air

☒ Bulk

Instructions:

Turn-A-Round Time: (Circle)

2 Days

24 Hours

Requested:

Verbals:

Fax

Test to First Positive:

Yes

No

LAB #

SAMPLE #

MATERIAL DESCRIPTION

SAMPLE LOCATION

LOCATIONS OF MATERIAL

QNTY

COND

FRIABLE  
YES/NO

COMMENTS (PERRIS,  
EXTENT OF DAMAGE)

ASBESTOS %

21230 Train

Boiler lagging

Trail # 17

1

2

3

4

5

6

7

8

9

10

**MATERIAL**

**CONDITION**

**UNITS**

**ASBESTOS %**

PR - Pipe Fitting Insulation  
PI - Pipe Flange Insulation  
DI - Duct Insulation  
TI - Tank Insulation  
EI - Expansion Joint  
BI - Boiler Insulation

VT - Vinyl Tile  
M - Mastic  
CBM - Cove Base Mastic  
AT - Acoustic Tile  
SA - Spray Applied  
W - Web  
P - Pressure

GA - Gasket  
D - Dents  
TSI - Thermal System  
Insulation  
R - Roof  
DW - Drywall  
JC - Joint Compound

G - Good (No Maintenance is required currently)  
D - Damaged (Some repair needed)  
SD - Significantly Damaged (Repair or replace ASAP)

LF - Linear Feet  
SF - Square Feet  
CF - Cubic Feet

A  
C  
NDA  
Assumed  
ACM

Amosite Asbestos  
Chrysotile Asbestos  
No Asbestos Detected  
No Samples Taken

Relinquished By:  
Date/Time:

Relinquished By:  
Date/Time:

Relinquished By:  
Date/Time:

Relinquished By:  
Date/Time:





# ENVIRONMENTAL, LLC

Asbestos & Lead Paint Abatement • Microbial Abatement • Interior & Structural Demolition

2858 Marco Street  
Las Vegas, NV 89115  
Office: (702) 795-2681  
Fax: (702) 795-0524  
[ABENVIROLV@GMAIL.COM](mailto:ABENVIROLV@GMAIL.COM)  
License # 53859  
License Limit: 1,000,000

PROPOSAL DATE: 2/7/2014

PROPOSAL SUBMITTED TO: Nevada State Public Works Division  
515 E. Musser, Room 102  
Carson City, NV 89701

CONTACT: Ken Scarbrough  
Office: (775) 684-5893  
Cell: (775) 720-0473

Email: [kscarbrough@admin.nv.gov](mailto:kscarbrough@admin.nv.gov)

PROJECT: Boulder City Museum-Historic Train, Boulder City

A&B Environmental, LLC (A&B) will furnish labor, materials, abatement equipment, asbestos notifications, asbestos permits, proper disposal and other miscellaneous service(s) to properly and safely remove and package the asbestos containing materials included in the scope of work described as the following:

- Remove and dispose of asbestos containing insulation from fire box and boiler from historic railroad engine. Work area will be fully contained with scaffold and be placed under negative pressure.

**Exclusions:** Water source, Clearances, move out of contents in work area prior to start of work.

All work performed shall meet or exceed all industry requirements including Federal, State and Municipal regulations.

Please note that an additional \$850.00 will be added to the contract price should A&B mobilize to project site on confirmed date and the project is not ready to commence abatement.

It is understood that in order to properly perform asbestos abatement procedures, damage may occur to existing surfaces. A&B Environmental, LLC, will not be responsible for such damage unless it is specifically agreed upon by both parties prior to the start of work.

The level of clean shall be determined by legal statute unless specified to a more stringent level prior to the start of work. Clearance air monitoring levels currently are 0.01 fibers/cc with analysis performed via Phase Contrast Microscopy. A&B Environmental, LLC encourages the use of Transmission Electron Microscopy for clearance but the additional costs shall be borne by the owner.

Visual inspection by owner's representative and/or acceptable clearance levels achieved SHALL signify acceptance of work AND release payment.

**CLEARANCES, VISUAL AND/OR AIR, SHALL BE PERFORMED BY AN INDEPENDENT AIR MONITORING SPECIALIST. ADDITIONAL COSTS ARE AT THE EXPENSE OF OWNER.**

**PROPOSED CONTRACT AMOUNT:** Pricing expires 30 days from date of this proposal. Price based on normal work hours, Monday-Friday. Should prevailing wage rates and/or overtime rates apply, additional charges will incur.

**PROJECT TOTAL: TWENTY FOUR THOUSAND EIGHT HUNDRED SIXTY Dollars and no/100----- \$24,860.00**  
\* Price includes three (3) days of equipment use once A&B contacts you for a clearance inspection. Additional charges are \$25.00 per machine per day beginning on the 4<sup>th</sup> day.

**\*PLEASE NOTE PAYMENT TERMS ON PAGE 2 OF THIS PROPOSAL**

**\*  
PLEASE NOTE THE FOLLOWING PAYMENT TERMS:**

Nevada State Public Works Division herein referred to as CONTRACTOR AND/OR OWNER agrees to pay A&B Environmental, LLC for the work described, for the total price of \$24,860.00. A DOWN PAYMENT OF \$ -0- and all necessary/required documentation WILL BE REQUIRED AND MUST BE SIGNED PRIOR TO PROJECT START. CONTRACTOR/OWNER shall make final payment to A&B Environmental, LLC upon completion of the work and invoicing by A&B Environmental, LLC or by prearranged progress payments. All payments not made WITHIN fifteen (15) days from the date of the invoice shall be subject to a \$25.00 per month late fee and shall bear interest at the rate of 1.5 percent per month on the unpaid balance, until paid in full. All returned checks will be subject to a \$50.00 returned item fee per item, AND amount of returned item fee applied by the financial institution of A&B Environmental up to \$35.00 per item returned.

CONTRACTOR/OWNER assumes full responsibility for acts, negligence, or omissions of all of its employees on the project for those of its subcontractors and their employees, and for those of all other persons doing work with CONTRACTOR/OWNER.

CONTRACTOR/OWNER agrees to indemnify and hold harmless A&B Environmental, LLC and its agents and employees, from and against any and all claims, damages, losses, and expenses including reasonable attorneys' fees in case it shall be necessary to file an action arising out of performance of the work herein that is (a) for bodily injury, illness, or death, or for property damage, including loss of use (b) caused in whole or in part by CONTRACTOR/OWNER negligent act or omission, or that of a subcontractor, or that of any one employed by CONTRACTOR/OWNER or for whose acts CONTRACTOR/OWNER or subcontractor may be liable.

All changes to this proposal shall only be authorized by a written change order signed by an authorized person of CONTRACTOR/OWNER. The change order will include conforming changes in this agreement and completion time. Work shall be changed, and the contract price and completion time shall be modified only as set out in the written change order. Any adjustment in the contract price resulting in a credit or a charge to CONTRACTOR/OWNER shall be determined by mutual agreement of the parties.

In the event that any action is filed in relation to this proposal, the unsuccessful party in the action shall pay to the successful party, in addition to all of the sums that either party may be called on to pay, a reasonable sum for the successful parties' attorneys' fees.

This agreement shall constitute the entire agreement between the parties and any prior understanding or representation of any kind preceding the date of this agreement shall not be binding upon either party except to the extent incorporated in this agreement.

Any modification to this agreement or additional obligation assumed by either party in connection with this agreement shall be binding only if evidenced in writing signed by each party or an authorized representative of each party.

By signing below, I am an authorized person for said company/property, and I have read, understand, and agree with all terms of this proposal.

\_\_\_\_\_  
Bob Springs, Estimator/Project Manager  
A&B Environmental, LLC

\_\_\_\_\_  
Signature of Authorized Person

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
DATE OF ACCEPTANCE

\_\_\_\_\_  
Title Company