



Quarterly Report to the Division of Museums and History June 19, 2015

Administration

Legislative Session

- The 78th legislative session concluded on time with tremendous forward movement for a New Nevada. TravelNevada staff worked closely with the budget office, the LCB and other agencies throughout the session on various bills and budgets.
- We held the second biennial Tourism Day at the Legislature on April 21, 2015. The event continues to grow and offer partners opportunities to learn more about the legislative process and how to best connect with legislators throughout the year.
- Due to some challenges especially related to the budget and understanding of and appreciation for the Division's integrated sales/marketing ROI, the Division will develop and execute an ongoing "Tourism Means More" action plan designed to educate and inspire legislators in the 79th session to restore the full budget of the Division. This will need to be an industry-driven program that we plan to write now and begin socializing through Territories in the Fall.

Global Tourism Summit (Nov. 16-17, 2015)

- An event planning firm, JGS Group, was hired to assist with planning and on-site execution the 2015 Governor's Conference on Tourism – Global Tourism Summit. The conference will be held at the Hilton Lake Las Vegas Nov. 16-17 and include a pre-conference fam for international buyers Nov. 13-16.
- Speakers and sessions are being identified and developed
- Ideation has begun on the conference graphic identity and marketing materials

International Vendor Contracts

- International rep firm contracts for AdNova (Mexico), AviaReps (Germany), AviaReps (South Korea) and Hills Balfour (U.K.) were approved by the Board of Examiners on June 9. These were the result of the completion of an RFP process for each country. Six-month contract amendments for AviaReps (France), Gate 7 (Australia) and InterAmerican Network (Brazil) also were approved. The RFP process is underway for each of these in-country representation firms.

Strategic Plan Development

- The staff has begun drafting, based on the information provided at the strategic planning sessions, the FY16-17 strategic plan. This plan is designed to lay the foundation for all programs. Subsequent action plans will be developed for the various campaigns, sales outreach activities and other activities. A first draft of the plan will be provided to Commissioners prior to the Sept. 2 meeting and the plan will be discussed at that meeting.

Advertising and Marketing

Spring/Summer 2015 Integrated Campaign Performance

- The tourism campaign currently airing before the traveling public right now is making impressive strides. As you might recall, the campaign is being seen in five markets: Los Angeles, Bay Area, Salt Lake City, Phoenix and San Diego. This is the final presentation of the original “Don’t Fence Me In” campaign, which will run through the end of August.
- There are several metrics in place to understand performance. A quick snapshot indicates:
 - Visits to TravelNevada.com (Sessions) are up 15% over last summer
 - The number of Users (those web users turning to TravelNevada.com for traveling information) is up 11.91% over the previous year
 - As well, the number of Page Views (website visitors viewing individual pages throughout TravelNevada.com) are up 20.63%
 - And finally, as of the May 4th campaign kick off, more than 10,000 travel guides have been distributed.

GravelNevada – Bicycling Tourism Initiative

- Several stakeholders recently met to lay the foundation for the new GravelNevada bike tourism program. The initiative incorporates Nevada’s prodigious network of gravel roads around the state’s many rural communities to capitalize upon the swelling popularity of adventure cycling in Europe and the United States. To date, TravelNevada, NDOT, Health and Human Services, State Parks, and two destination marketing organizations are serving as the key organizing bodies.

New York/Tri-State Area Focus Groups

- While in New York for the media event, we worked with Destination Analysts to develop and conduct four focus groups; two in New York City and two in Teaneck, NJ. The goal of the focus groups was to determine perception of Nevada as a travel destination, obstacles to traveling to Nevada and insights into the current ad campaign.

Don’t Fence Me In Concept Development

- TravelNevada’s integrated agency Fahlgren Mortine is focused on developing the next evolution of the Don’t Fence Me In marketing campaign. The firm has been working with TravelNevada marketing and public relations staff to refine concepts in preparation for consumer testing, review by all Commissioners and creative execution. Ultimately, the concept that triggers the greatest positive feedback about Nevada’s distinct allure and the one that builds the strongest awareness will go into final production. The concepts will be presented to Commissioners during the early summer with final approval of the concept at the Sept. 2 Commission meeting. A full production schedule will be provided to Commissioners with all welcomed at the shoots. The new campaign is slated to be unveiled with the Fall/Winter 2015/16 campaign.

Public Relations

International

- We are currently hosting a journalist from the French publication Gala magazine. She is touring Mustang Monument and will explore Elko and the Cottonwood Guest Ranch before returning home. Gala is a lifestyle magazine with a circulation of 239,822 and total audience of more than 2 million readers.

- In June we worked with our southern Nevada partners to host a freelance journalist from Australia who is writing about day trips from Las Vegas for NewsCorps' weekly travel supplement, "Escape." The journalist visited Hoover Dam, Lake Mead, Red Rock Canyon, and Valley of Fire. "Escape" appears in the Sunday edition of the Telegraph, Herald-Sun, and Mail, with a total reach of 2.5 million print readers and 3.57 million unique monthly online readers.
- Staff recently returned from IPW and is continuing to follow up on leads from that show. The media marketplace and networking opportunities led to many potential stories and future fam trips.

Domestic

- The inaugural JetBlue direct flight from NYC to Reno was a resounding success. TravelNevada hosted a media event the night before the event in New York with many northern Nevada partners in attendance. The media attendees were influential and prolific journalists. We anticipate increased coverage on Nevada from this market.

Discover Your Nevada

- In May we kicked off the Discover Your Nevada campaign in cooperation with Nevada Magazine's Silver State Scavenger Hunt. The April pitch centered on Discover Your Nevada and generated news coverage and a TV news interview on Las Vegas' Fox affiliate.
- General information about each territory in the state is being drafted and distributed to media and posted on our website, timed to be released every week throughout the DYN campaign.

Traditional/Social Media Relations

- In-state media events were held May 7 (Reno) and May 14 (Las Vegas) to reacquaint our staff with local media and share the DYN message with them. This is the beginning of a push to gain greater relationships with in-state media, which will help on several fronts.
- We are conducting "Instagram takeovers" with influential Instagram users during DYN to show our followers Nevada through their eyes.
- TravelNevada hosted Twitter Chats once a week through the month of May with 1.) Nevada Magazine; 2.) Nevada State Parks; 3.) local photographers; and 4.) local camping experts. The hashtag to follow these chats was #discoverNV.

Media Coverage

- Budget Travel filmed a segment on the Weather Channel about summer camping destinations and featured Valley of Fire. <http://www.weather.com/tv/shows/amhq/video/best-campsites-across-america> This was also featured in *Budget Travel's* blog on June 4.
- We received yet another clip from an Australian media tour we hosted in September 2014 to Reno and Virginia City. This clip appeared in the *Australian Financial Review*, which has a circulation of 57,451 and online audience of 424,000 unique monthly visitors. The clip is attached.
- *Nevada Business Magazine* featured the tourism industry in its June issue and quoted Claudia throughout the article. <http://www.lakenews.com/News.asp?ID=8F4EACC3-8A1C-4D0D-B1A9-BF4913244645&SiteID=>
- The *Santa Rosa Press Democrat* featured Reno in its May 31 Sunday edition. This newspaper has a circulation of 53,181.
- *Meetings and Conventions* magazine ran a two-page update on Nevada meeting space. M&C has a circulation of 50,000 meeting planners, and this article is valued at \$62,515.

Sales and Industry Partners

Domestic Events, Trade Shows and Consumer Shows

- Nebraska Sesquicentennial Commission Planning Meeting – April 21-23. Scott Carey was invited to attend this meeting to assist the state of Nebraska in its sesquicentennial celebration planning.
- We attended North American Journey's RTO Summit East May 5-8 and had 17 appointments with receptive tour operators representing markets from Germany, UK, Korea, Japan and Brazil among others.
- We attended the Travel Alliance Partners (TAP) Conference in Oklahoma City - June 7-11 and included appointments with over 30 domestic tour operators.

International Shows and Sales Missions

- We attended IPW International Pow Wow in Orlando May 30-June 4 in Orlando, with a very full three days of appointments including both sales and media; this show is a marketplace for tourism to the U.S. from all global markets. Larry attended the Chairman's Circle Awards honoring the top international tour operators.
- Larry attended HanaTour International Travel Show (June 3-10). Las Vegas was the destination of the year which is a great honor and big opportunity. We were invited to partner with them and take advantage of the opportunity to promote the entire state. We participated in one on one travel agent meetings, travel agent presentations, miscellaneous promotional activities and the booth. Booth graphics provided by us included the Reno arch, Lake Tahoe, Heavenly, Great Basin National Park, Cathedral Gorge, Hoover Dam, Red Rock Canyon and Lamoille Canyon. In addition, we conducted sales calls and airline event in Seoul and Busan.
- WTM Latin America, Visit USA Roadshow and LVCVA Sales Mission – April 20-30
- North American Journeys RTO Summit East, NY – May 5-8

(Leads have been or will shortly be sent to statewide partners for all shows.)

Territory Meetings

- Cowboy Country: April 15 @ Carson Valley
- Las Vegas: April 29
- Las Vegas Territory: May 26
- Las Vegas Territory: June 23
- Nevada Indian Territory: April 15 @ Washo Tribe, Gardnerville
- Nevada Indian Territory: May 20 @ Stewart Indian School, Carson City
- Nevada Silver Trails: May 15 @ Beatty
- Pony Express Territory: April 15 @ Carson Valley
- Reno-Tahoe Territory: May 13 @ Reno
- Reno Tahoe Territory: June 10 @ Lake Tahoe

Familiarization Tours

- We organized and escorted a group from Infinity Holidays out of Australia (May 31 – June 5) on a first-ever RV fam throughout Southern NV. The 6-day fam included overnights in Laughlin, Boulder City, Pahrump, Beatty and Las Vegas.
- We organized and escorted a group from France on the Condor Airlines fam (May 31 – June 5). This was an 8-day fam that originated in Southern NV, then traveled through Pahrump, Death

Valley, Tonopah and up to Northern NV where we overnighed in Reno and Lake Tahoe. The group also visited Virginia City, Fallon, and then traveled across the Loneliest Road in America! We overnighed in Ely which included a visit to Great Basin and Lehman Caves, then down 93 with a stop at Cathedral Gorge. The fam ended in Las Vegas only after experiencing Lake Mead and Boulder City.

In-State Meetings/Partnerships/Collaborations

- Meeting With Sundance Helicopters – April 1
- Women’s Networking Luncheon—April 3
- Meeting Sweetours—April 9
- RSCVA marketing committee: International Program Presentation – April 13
- Site visit The Palms—April 13
- Meeting with Boulder City Chamber of Commerce – April 14
- LVHA—April 22
- Sales calls with Tom Lester, Las Vegas—April 27 & 28
- Meeting with Moapa Valley—April 29
- Meeting LV Territory 501-C6—May 1
- LTVA: Attend AMGEN reception – May 7 & 8
- Site visit Lake Mead Lodge – May 15
- Opening event for expansion of Premium Outlets North—May 19
- Site visit with Circus Circus Las Vegas – May 19
- Meeting with Moapa Valley – May 19
- Nevada Economic Development Conference: Stronger Economies Together – May 20 & 21
- Inaugural JetBlue Flight event at Reno-Tahoe International Airport – May 28
- Panelist on session at Arts @ the Heart Conference – June 4 & 5
- Site visit Graceland the Exhibit—June 8
- Meeting LVCVA/Signature Travel Network—June 9
- Site visit IntroDEUCE—June 10
- Focus group SpeedVegas—June 11
- Site visit Lip Smackers—June 16
- Site visit Moapa Ranch—June 17
- Women’s Networking Luncheon—June 26
- Focus group SpeedVegas—June 30
- Numerous partner meetings regarding Megafam – April-June
- GOED: several conference calls regarding Governor’s Trade Mission & Tourism Track – April-June

Grants

- The deadline for the FY16 1st Cycle Marketing Grant Program was April 24. 206 requests were received, requesting \$1,740,840.00 in funding. The recommend funding by the TAC is 176 projects for \$1,105,323.00.
- The Territory Advisory Committee (TAC) meeting was held May 21 at which the grants were reviewed.

RFP's

- RFPs were sent to representation firms in France, Australia and Brazil. These are scheduled to be in front of the BOE in December. Once we determine the best approach for India, we will distribute an RFP as needed.
- We developed and distributed the RFP for 2016 Rural Roundup to be held in Laughlin, and are in the process of evaluating submittals.

Rural Roundup

- Rural Roundup – April 15-17; 265 people in attendance at this year's event. Great thanks to the Carson Valley Visitor's Authority, the Carson Valley Inn, the City of Genoa, the generous Made in Nevada purveyors and all who helped make this a tremendous event!

Nevada Magazine

Silver State Scavenger Hunt/Discover Your Nevada

- In partnership with TravelNevada's Discover Your Nevada program, the campaign kicked off on May 1. So far, we've had 18 groups complete the entire hunt visiting at least ten historical marker sites contained in the list published in our May/June issue. We have seen several of our newsstand locations sell out so our readers can compete in the hunt. Most of our finishers report it took anywhere from 900-1,200 miles to drive to the ten locations. We've had several hundred people using #nvmaghunt on Facebook, Twitter, and Instagram to document their travels. The pictures we've received have been great.

Rides Guide

- The guide is printed and has already been distributed to all the motorcycle events throughout the state as well as to our advertiser's. We will also be distributing them all summer long to DMO's and welcome centers and previous outlets that cater to bikers.

NevadaMagazine.com

- We have an intern from UNR adding fresh content daily to nevadamagazine.com, which has caused a huge increase in our website traffic. We've increased our page views by 30% for May compared to the previous month and have tripled our visitor numbers in May 2015 compared to May 2014.

Subscription Sales Programs

- Our subscription fundraiser is now being offered to members of the Carson City School Foundation and the Brewery Arts Center. Both these non-profits are offering subscriptions to their members with \$5 going back to the organization for each subscription sold. We are also working with several American Legion Posts to start the fundraiser in their organizations.

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

REBECCA L. PALMER
State Historic Preservation Officer

BRIAN SANDOVAL
Governor

STATE OF NEVADA



DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES
STATE HISTORIC PRESERVATION OFFICE

May 29, 2015

MEMORANDUM

TO: BOARD OF MUSEUMS AND HISTORY

FROM: REBECCA PALMER, State Historic Preservation Officer

SUBJECT: STAFF REPORT

With the closure of the 2015 Legislative session, this office has no substantial items to report to the Board this quarter.

Refers to Agenda item 7B

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Samples of recent coverage. Full stories are available via links. Also, lots of good coverage on social media, using Periscope, Twitter, Facebook and YouTube.

<http://www.nevadaappeal.com/news/local/16004229-113/nevada-state-museum-set-to-celebrate-national-coin>

[illegible]

<http://visitcarsoncity.com/event/national-coin-week/>

[illegible]

<http://nevadatransit.net/travelgram/wp/index.php/features-2/the-mckeen-car-a-nevada-treasure/>



The McKeen Car, A Nevada Treasure

by Peter Brown
Administrative Services Director of Museums and History

A 1916 open house on Wednesday, May 11, 2005, at the McKeen Car will celebrate the car's arrival during the Nevada State Fair at the Nevada State Fairgrounds in Las Vegas. The car will be on display at the Nevada State Fairgrounds from May 11 to May 15, 2005.



McKeen Car is a 1916 open-top touring car, built by the McKeen Car Company in Nevada. It is a rare example of a 1916 car and is one of the few cars of its kind in the state. The car is currently on display at the Nevada State Fairgrounds in Las Vegas.

Don't miss this opportunity to see a piece of Nevada history. The car will be on display at the Nevada State Fairgrounds from May 11 to May 15, 2005. The car is a 1916 open-top touring car, built by the McKeen Car Company in Nevada. It is a rare example of a 1916 car and is one of the few cars of its kind in the state. The car is currently on display at the Nevada State Fairgrounds in Las Vegas.

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Coming Ride the McKeen Car in 2015

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Glenbrook coverage samples. (Complete stories available using links.)

<http://trn.trains.com/news/news-wire/2015/05/nevada-state-railroad-museum-completes-restoration-of-2-6-0>

<http://www.rgi.com/story/news/2015/05/19/historic-glenbrook-locomotive-set-steam-back-life/27562541/> and carried by Associated Press (Sample from Indiana Daily Journal)



<http://www.ktnv.com/story/29108000/historic-steam-train-fully-restored-in-carson-city>



<http://www.recordcourier.com/news/16299661-113/glenbrook-rolls-again-after-70-years>

[illegible]

ANNOUNCEMENT The 10th Annual Meeting of the American Society of Human Genetics will be held in San Francisco, California, on November 1-5, 1992. The meeting will be held at the Marriott Hotel, San Francisco, California. The meeting is open to all members of the American Society of Human Genetics and to their families. The meeting is open to all members of the American Society of Human Genetics and to their families. The meeting is open to all members of the American Society of Human Genetics and to their families.

The screenshot shows the top portion of the Nevada State Bar's website. At the top, there is a navigation bar with links: HOME, ABOUT, MEMBERSHIP, and CONTACT. Below this is a large banner area featuring the 'NEVADA APPEAL' logo on the left and the text 'Labor and Employment Law' on the right. The main content area below the banner is currently empty, showing only the header text 'Careers For Older Seniors' and a sub-header 'Find Your Next Dream Job With Life Transitions - Fast And Easy'.

By 1913 it was noted that about 4000 people in the United States had been arrested for various crimes. This number was a record at the time. The number of arrests had increased from 1890 to 1913. The number of arrests had increased from 1890 to 1913. The number of arrests had increased from 1890 to 1913.

<http://www.nevadaappeal.com/news/local/16470696-113/back-on-track-in-carson-city> front page after unveiling



reno Gazette-Journal

Clifton: Hundreds see Glenbrook steam back to life

By Chris Hill

The Glenbrook locomotive steamed just a little today as the historic train returned to its former glory on Saturday at the Nevada State Railroad Museum in Carson City.

Among those in attendance were Bill Blevins, a local resident, and his family. Blevins had the locomotive built in 1975 to look like the one that pulled the train out of Carson City in 1942. Blevins said he's just loved the locomotive from becoming a kid in the 1940s by watching it at the Nevada State Museum.

Over 100 Nevada children played on the Glenbrook today for 30-year history behind the museum, including the children of Dan and Bernice Bryan. When Dan Bryan was a governor, the Glenbrook was moved to the state railroad museum for history.

On Saturday, Bernice Bryan presented the fully restored and operational Glenbrook that will educate youngsters and the young at heart - for many more generations.

When paramedics responded to the 10-year-old train, they found it in a state of disrepair. It was in the Pacific campaign during World War II. After that, it ended up in the Nevada State Museum. It was then that it was moved to the Nevada State Railroad Museum. It was then that it was moved to the Nevada State Railroad Museum.

Congratulations and best of luck to longtime Sparks resident Dan Blevins on his new job as the community liaison for the Nevada State Railroad Museum.

The Sparks 10th grade band and regiments of the Nevada State Railroad Museum are in Carson City to present the year and Clark County as its theme of

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Renown Health

2.5 minute KRNV video captures - not available online







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

Brian Sandoval
Governor

Report to the
Board of Museums and History
June 19, 2015

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 2015

Status of Private Funds Budget B/A #5035					Status	
State Fiscal Year 2015		Approved	Approved	Total	YTD	Percentage
	GL #	Budget	Changes	Budget	Actuals	YTD
Revenues:						
Bal Frd from Prior Fiscal Yr Unestr	2511	106,090		106,090	106,090	100.00%
Bal Frd from Prior Fiscal Yr Restr	2511	54,987	3,993	58,980	58,980	100.00%
Charges for Services	3871	0		0	0	0.00%
Memberships	4008	18,413	-3,993	14,420	19,165	132.91%
Photograph Sales	4010	20,373		20,373	10,639	52.22%
Printing Sales	4011	2,311		2,311	1,568	67.86%
Merchandise Sales	4025	22,718		22,718	12,914	56.84%
Publication Sales	4027	33,310		33,310	16,575	49.76%
Books and Pamphelt (Publ Fund)	4052	314		314	1,354	431.23%
Prior Year Refunds	4203	0		0	125	0.00%
Gifts & Donations	4251	5,804		5,804	2,287	39.41%
Private Grants (Restricted)	4265	32,176		32,176	9,940	30.89%
Treasurer's Interest	4326	627		627	483	77.08%
Outside Bank Account	4454	0		0	0	0.00%
Total Revenues		297,123	0	297,123	240,121	80.82%

Expenditures:

	<u>Category</u>					
Administration	35	14,416	4,252	18,668	13,523	72.44%
Quarterly	37	41,316		41,316	11,756	28.45%
Museum Store	41	14,312		14,312	7,477	52.24%
Photo	49	1,548		1,548	1,345	86.86%
Special Projects (Restricted)	55	91,470		91,470	14,341	15.68%
Reserve	86	134,061	-4,252	129,809	0	0.00%
Total Expenditures:		297,123	0	297,123	48,441	16.30%

Revenues Over (Under) Expenditures:	0	0	0	191,680	64.51%
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Budget Status Narrative:

Revenue and Expenditure figures are given through April 30, 2015. 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 four previous fiscal years.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 15	1,153	1,885	2,526	1,079	373	2,225	1,282	2,340	-1,415	1,310			12,759
FY 14	725	1,174	1,272	2,754	3,484	2,364	1,235	-306	3,396	1,609	1,131	3,457	22,295
FY 13	1,537	1,556	1,552	2,373	1,060	4,258	1,293	2,250	1,388	1,549	1,961	1,658	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	20,098
FY 11	2,351	551	1,261	1,686	1,873	898	1,152	1,839	1,565	1,156	1,228	2,067	17,627
YTD	1,153	3,039	5,565	6,644	7,017	9,242	10,524	12,864	0	12,759	0	0	22,295
YTD Comparison	159.1%	160.0%	175.5%	112.1%	74.6%	78.5%	80.9%	101.3%	0.0%	72.1%	0.0%	0.0%	
Monthly Comparison	159.1%	160.6%	198.6%	39.2%	10.7%	94.1%	103.8%	764.7%	-41.7%	81.4%	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 make a positive impact on store sales. I will be working with our new Adm. Assistant to review and enhance our strategic plan to expand our children's and *Made in Nevada* products, while planning some new Society products associated with items seen in our permanent gallery. These new additions will be put into effect in the FY16 budget. Our new store remodel and combining our Admissions and Store improve foot traffic and provide visitors with a better shopping experience. Potential reasons for lower average sales include the four month gap without this staff position (after retirement of incumbent in October 2014) and the staff have reduced the number of programs while we work on collections projects. Museum store sales reported through April 30, 2015. *Please note that the negative amount listed for March is due to a delayed adjustment for a large photo purchase that occurred in late February.*

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
Revenues													
Store Sales	1,153	1,885	2,526	1,079	373	2,225	1,282	2,340	-1,415	1,310	0	0	12,759
Expenditures													
Merchandise	0	0	979	0	68	1,258	0	253	1,206	315	0	0	4,079
Personnel	0	0	0	0	0	0	0	0	765	0	0	0	765
Operating/Other	13	0	1,414	0	57	-35	0	0	901	282	0	0	2,632
Total Expenditure	13	0	0	0	125	1,223	0	253	2,872	597	0	0	7,476
Net Profit	1,140	1,885	2,526	1,079	248	1,002	1,282	2,087	-4,287	713	0	0	5,283

Museum Store Revenue and Expenditure Narrative:

This section accounts for revenues and expenditures thru April 30, 2015. Dorothy Nell Barry is our new Admin Assistant III that manages the admissions office, membership and museum store. She has been learning the POS and working on creating new procedures to use this system. The membership volunteers have been working with Dorothy on fixing many issues with our membership records and entering all of our membership records into PastPerfect 5.

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	9	12	11	25	5	40	35	12	11	31			191
Family	8	6	8	3	0	17	10	0	4	10			66
Institutional	8	1	0	0	0	60	3	0	2	0			74
Sustaining	1	1	1	2	0	4	1	1	1	6			18
Contributing	0	1	2	0	0	0	1	0	0	0			4
Patron	0	0	0	0	0	1	0	0	0	0			1
Benefactor	0	0	0	0	0	0	0	0	0	0			0
Senior	4	6	7	5	1	12	10	3	3	2			53
Student	0	0	0	0	0	0	0	0	0	0			0
FY 15	30	27	29	35	6	134	60	16	21	49	0	0	407
FY 14	21	24	22	50	37	56	42	46	34	39	22	28	421
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
YTD	30	57	86	121	127	261	321	337	358	407	0	0	407
YTD Comparison	142.9%	126.7%	128.4%	103.4%	82.5%	124.3%	127.4%	113.1%	107.8%	109.7%	0.0%	0.0%	
Monthly Comparison	142.9%	112.5%	131.8%	70.0%	16.2%	239.3%	142.9%	34.8%	61.8%	125.6%	0.0%	0.0%	

Membership Figures Narrative:

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 lists of collections, finding aids, online digital projects and selling digital requests. For a few of our larger events, we have set up a membership promotional table. The Society has gotten positive feedback for the Quarterly publication getting back on schedule and having interesting publication themes and topics in the publication. This reflects memberships through April 30, 2015.

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 15	2,452	1,432	1,597	1,928	1,554	1,698	1,642	1,774					14,077
FY 14	1,493	1,512	1,616	2,274	1,713	1,867	1,801	1,765	1,877	1,932	2,355	2,034	22,239
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
YTD	2,452	3,884	5,481	7,409	8,963	10,661	12,303	14,077	0	0	0	0	14,077
YTD Comparison	164.2%	129%	119%	107%	104%	102%	100%	100%	0%	0%	0%	0%	
Monthly Comparison	164.2%	94.7%	98.8%	84.8%	90.7%	90.9%	91.2%	100.5%	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, numerous NHS photographs being used online, and several hundred manuscripts collections being listed online at www.ArchiveGrid.com. This reflects attendance thru April 30, 2015.

VI. Attendance Receipts

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 15	571	904	489	655	357	341	546	511	504	740			5,619
FY 14	347	652	310	400	444	240	528	483	537	524	648	648	5,762
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
YTD	571	1,476	1,964	2,620	2,977	3,318	3,864	4,375	4,879	5,619	0	0	5,619
YTD Comparison	164.68%	147.7%	150.1%	153.3%	138.3%	138.6%	132.3%	128.5%	123.8%	125.8%	0.0%	0.0%	
Monthly Comparison	164.68%	138.67%	157.69%	163.80%	80.41%	142.08%	103.41%	105.80%	93.85%	141.22%	0.00%	0.00%	

Museum Receipts Figures Narrative:

The Society's programming and exhibition schedule covers a diverse range of topics throughout the year. The new exhibit is called *Psychedelic Sagebrush: At Play in the Desert* by guest curator, Dr. Engrid Barnett. This exhibit will celebrate the 50th anniversary of the Red Dog Saloon and its impact on the *San Francisco Sound* and Psychedelic Music. The exhibit will be on display June 6th until September 26, 2015. The next two exhibitions are the annual Latimer Art Club miniature art exhibition and *B/W Gambling Photographs* by Jan Aphelin. The images document downtown Reno casinos and the people in them. This reflects attendance through April 30, 2015.

VII. Fundraising Activities

- Shery is submitting a \$25,000 grant application request to the John Ben Snow Memorial Trust on April 1, 2015. The Society will be notified in June if the grant has been awarded. If approved, we will work on Year Two projects to enhance the gallery, including printing new labels and signage and general improvements to the Society.
- Our LSTA grant project is finishing up this month. Our contract workers, Heather Casseday and Dane Hines have been scanning, cataloging and data-entering the images into Past Perfect. The Emil Billeb photography digitalization project was funded for one year.
- Shery and Lee will be submitting our proposal for year two of this project. The requested funds will pay for the salaries of our contract workers, second tier of digital raid storage, software and contract support to implement the online project. If approved, the funds will allow the remaining images to be cataloged, scanned and create an online exhibit of this collection. The grant application funds to be requested are \$93,000. Shery is getting ready to submit the project to the Bretzloff and E.L. Cord Foundations for possible funding.
- The Society received a check for \$112 from Eric Holland for 10% of net sales from his latest exhibition called Hotels, Bars and Churches. We will receive a second check in June. These funds are placed in our Museum Art Collection fund.
- The Society has an anonymous donor who has paid for basket expert, Jerome Evans to identify and appraise the Society's basket collection. The Society will receive the completed report by the fall.
- Shery will be submitting a \$20,000 grant proposal for collections acquisition to the Charles H. Stout Foundation by June 15, 2015.

VIII. General Activities

- The Society has moved the Admiral Halsey's saddle to our Reno History Gallery.
- The Society is working on a new exhibit case showcasing the history of the Nevada Rangers in our permanent gallery.
- The educational docents are offering free Wednesday tours during Artown in July, rotating between the Reno and Nevada History galleries.
- The Society is working on making some adjustments on the Reno History gallery with the enhancement of the saddle and installation of wall-mounted screen.
- We have reworked our High Noon video series with Neal Cobb as our program host and talks about the video afterwards. Every three months, we are showing a Nevada filmed video.
- 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 project has been set aside with other demands and overseeing the Billeb project but our goal is get a script submitted in 2016.
- The Society will be working alongside NSM-CC in our shared NDOT storage issue. Due to the Society's limited collections space, we have worked with NSM-CC on shared storage since the late 1960s for its larger museum artifact materials. For many years, the Society has declined numerous donations due to the size of materials and for not having its own storage. The Society's collecting mission will continue to be hindered and will affect the other departments unless a solution resolves itself soon for more storage. Christine and Shery have worked onsite at NDOT with NSM-CC staff to review, tag and create a plan for the space. The Society will be paying for contract workers to help with moving and cataloging materials in SFY2016.
- School and Adult Tours have been plentiful this past year, where education docents and our education curator served over 2,100 people. We are actively seeking additional educational docents to help with tours.
- The Society was recommended for one CIP (Capital Improvement Program) in the upcoming biennium that is a general safety/security project that includes motion-activated lights on the west and north side of the building, installation of a new roof hatch, drainage trench along the back building wall, side entrance awning and fixing the sidewalk at the bottom of the stairs.
- The Society will host an AGA (American Gaming Archives) Chip Dig in October 2015. The idea is to promote the AGA archives and the Society. The table fees earned from the event will be placed in the AGA fund.
- Shery and Christine created an exhibit in the Nevada Room at the Governor's Mansion. The exhibit is called Nevada's Talking Heads: Telling Nevada's Stories Thru the Hats We Wore. The hats on display are examples of

headwear worn through Nevada's history – from the territorial years to today, and from pioneers to Senators. The exhibit is comprised of both men's and women's hats through the years from the Society's collection.

- Howard Herz, AGA coordinator has created a booklet to promote fundraising projects for the AGA. Shery has written letters to go along with the booklets to promote this project. The first goal is to get additional money to continue to enhance the gaming exhibit in our permanent gallery. The second goal is to get funds for organizing, cataloging and data-entry into PastPerfect 5. We want to generate a useful finding aid for this complex collection.
- The Society is working with the local AAUW organization monthly as they organization their records housed at the Society. They are compiling an inventory to be used as a finding aid. It has been very successful partnership that is having the different chapters talking about missing records and working on identifying photographs.
- The Society is working on our latest exhibit called Psychedelic Sagebrush: At Play in the Desert. The exhibition reception is scheduled for Saturday, June 6th, 2015 with guest Curator, Dr. Engrid Barnett. We are working on an interesting programming schedule for the summer with this exhibition
- The Society is working with the Nevada Women's History Project organization monthly as they work to organize their records housed at the Society. They are fleshing out their inventory as they generate a thorough finding aid for the public.
- The next docent training class is scheduled for Saturday, September 19, 2015 from 9am to 12pm. We continue to promote the need for additional volunteers in select departments.
- The Society continues to catalog and enter our Manuscript collections and Library print collection materials into Past Perfect, our in-house database. We will post alphabetical lists of manuscript collection on our new website as well rework our existing Finding Aids. The existing manuscript collections have been entered and we are now working on unprocessed collections and scanning photographs from the Manuscript Collections. The museum artifact and photography collections continue to catalog their collections into PastPerfect 5.
- The Society and the Nevada Art's Council are creating a collaborative exhibit on the subject of Basque Arborglyphs. The Basque tree artwork is to be loaned by Jean and Phil Earl for this traveling exhibition. They have said that would be willing to assist in funding part of the exhibit. The Society will be writing a small grant to get two apple Ipads and stands for the videos that will be incorporated into the video in the fall. The Folk Arts program at NAC has built this exhibit into their budget. Shery is getting framing quotes and crate quotes in early June to begin framing the canvas rubbings.
- The Society lent one piece of artwork for the latest exhibition at the University's Knowledge Center called Reflections on Pyramid Lake Exhibit that celebrates the history of the lake and the people who have called it home.
- The Society will be lending 4 Datsolalee baskets for the Nevada Museum of Art's upcoming Lake Tahoe exhibition later this summer. The Society worked with Jerome Evans on getting an appraisal of the four baskets that will lent for the show. This appraisal will be added to our complete basket inventory project.

Report on History Conference 2015

- A. The Nevada Historical Society History Conference is scheduled for September 25th and 26th, 2015. The theme is called Thinking beyond Nevada's Borders: Western History in New Perspectives and we encourage consideration of the relationships and interactions between people and entities that transcend Nevada's borders. We encourage a broad range of topics with a connection to Nevada's history.
- B. Our keynote speaker is Dr. Diana Ahmad from the Missouri University of Science and Technology.
- C. Shery and her staff have come up with a new format for the conference.
- D. As to promotion of the conference, we have started emailing different departments at colleges and universities in Nevada and the surrounding states. The flyer advertisement is in the upcoming Quarterly, a take away flyer is available to the public and will copies will be mailed to our sister agencies. We sent out a Save the Date e-blast about the conference. We will be posting the conference on our Facebook page, forward the information to the Nevada Museum Association, H-Net and the Western History Association.

Report about OSHA

- A. The Society was reported to OSHA anonymously back on Thursday, February 19th, 2015. The OSHA inspector arrived on site Tuesday, March 3rd, 2015. The solution that was suggested to prevent the left side of the Compact Shelving was to manually use the battery pack. The power has been turned off for both sections and locked down by B&G's state electrician.
- B. Shery created signage and a safety protocol using safety cones when working in the compact shelving. Until we get the final report and fines from OSHA, we are only having staff use the battery pack for the compact shelves.
- C. The Society submitted one essential CIP (Capitol Improvement Projects) that wasn't funded, retrofitting the remaining Compact Shelving system in our collections storage building. It was brought forward to the board last

year, citing OSHA concerns about safety and liability issues to staff and volunteers. My biggest concern was the issue of safety, the prevention of a potential accident and potential fines.

- D. Safety signage had been placed on every unit as a warning about potential issues with our current sensors over a year ago. I knew of two incidents that the shelves started to move while people were working in the shelving. However, I was never able to get the system to fail.
- E. The cost for this project is \$100,000 (\$60,000 for electrical and motor upgrade; 40,000 for additional sensors placed on each carriage). The compact shelving has had many problems through the 12 years that I have worked at the Society. The state has not supported warranties, request for fixing and updating the electronic panels, sensors and motors that's essential in maintaining and accessing our collections. The Nevada Historical Society has repeated requested upgrades through the CIP process and those requests had been ignored.
- F. At this time, another pressing issue is the company is no longer make replacement parts for these dated units and making it impossible to get basic warranty coverage if any of the sections start to fail as of January 2015.
- G. Listed above is a short-term fix for the unit. It is essential that we find funds to fix this aging equipment to provide good service. Three solutions need to be investigated: using the Society's investment funds; potential state funds might be made available after this incident with OSHA or the board will need to help the Society find a different funding source to repair the unit.
- H. The Division office and the Society are waiting for the final report and fines from OSHA.

Report about Quarterly

- A. As to the status of the Fall/Winter 2014 Vol. 57 3-4, the NV150 special issue, there are several authors in different stages of edits. Our goal is to get the publication submitted to Sheridan in August and sent to the membership at the end of August or first of September 2015.
- B. Spring/Winter 2015 Vol. 58, 1-4 will be made into a single issue with the publication date of December 2015. Several factors will affect when the issue can be submitted, we have four potential articles dependent upon when the authors can complete them and the general production process.
- C. We are actively seeking new articles and book reviews for new content. Our Editor-in-Chief, Dr. John Reid has started talking with the Quarterly advisory board to seek assistance with new content. Our goal with the History Conference is to get new articles, promote the publication and sell new memberships.

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 4:30pm and the **Research Library** is open Wednesday through Saturday, 12:00pm to 4:00pm.



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

Jim Barmore
 Museum Director

Report to the
Board of Museums and History
June 19, 2015

I. Status of Private Funds Budget

Status of Private Funds Budget B/A #5036
State Fiscal Year 2015

				Status		
	GL #	Approved Budget	Approved Changes	Total Budget	Year to Date Actuals	Percentage Year to Date
Revenues:						
Bal Forw fr Prior FY (restricted)	2511	104,329	3,010	107,339	107,339.00	100.00%
Bal Forw fr Prior FY (unrestricted)	2511	65,095	0	65,095	65,095.00	100.00%
Federal BLM Grant	3578	50,000	128,526	178,526	52,309.84	29.30%
Facilities Charges	3801	600	0	600	2,312.50	385.42%
Special Services	3820	0	0	0	0.00	0.00%
Anthropology Fees	3871	24,079	0	24,079	30,173.35	125.31%
Coin Press Revenue	3872	72,395	0	72,395	100,750.95	139.17%
Memberships	4008	18,888	0	18,888	9,330.00	49.40%
Photograph Sales	4010	1,279	0	1,279	470.00	36.75%
Merchandise Sales	4025	142,882	0	142,882	113,944.66	79.75%
Book & Pamphlet Sales	4052	248	0	248	37.50	15.12%
Prior Year Funds	4203	0	0	0	34.09	0.00%
Gifts & Donations	4251	3,211	0	3,211	4,539.30	141.37%
Private Grants (Restricted)	4265	34,248	-3,010	31,238	34,679.00	111.02%
Treasurer's Interest	4326	517	0	517	562.67	108.83%
Receipts from Outside Bank	4454	10,000	0	10,000	10,000.00	100.00%
Total Revenue:		527,771	128,526	656,297	531,577.86	81.00%
Expenditures:						
Federal BLM Coop Agreement	20	50,000	128,526	178,526	58,355.93	32.69%
Anthropology	37	2,500	0	2,500	826.87	33.07%
Natural History	39	7,550	0	7,550	1,798.02	23.81%
Administration	41	55,236	0	55,236	8,847.51	16.02%
Education	42	16,915	0	16,915	12,176.44	71.99%
Exhibits	43	22,645	0	22,645	6,776.28	29.92%
History	45	2,540	17,000	19,540	750.00	3.84%
Docent	47	1,055	1,255	2,310	1,702.08	73.68%
Museum Store	49	131,658	0	131,658	97,482.66	74.04%
Coin Press	50	40,227	0	40,227	32,652.33	81.17%
Coin Show	51	5,750	0	5,750	3,579.35	62.25%
Special Projects (Restricted)	55	148,577	0	148,577	22,017.58	14.82%
Fund Transfer (Loan Repayment)	60	0	0	0	0.00	0.00%
Reserve	86	43,118	-18,255	24,863	0.00	0.00%
Total Expenditures:		527,771	128,526	656,297	246,965.05	37.63%
Revenues Over (Under) Expenditures:		0	0	0	284,612.81	43.37%

Budget Status Narrative:

The above figures reflect actual totals as reflected through the State accounting system (DAWN) through April 30, 2015. Key revenues are strong and have exceeded budget authority. Others are tracking normally.

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 15	10,987	15,149	17,772	7,722	23,931	8,342	6,165	5,176	11,051	7,739			114,034
FY 14	10,663	19,637	12,589	19,661	10,858	8,522	6,648	6,365	7,274	10,460	6,285	14,028	132,989
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	6,067	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
YTD	10,987	26,136	43,908	51,630	75,561	83,903	90,088	95,244	106,295	114,034	0	0	114,034
YTD Comparison	103.04%	86.26%	102.38%	82.54%	102.93%	102.41%	101.68%	100.32%	103.99%	101.20%	0.00%	0.00%	
Monthly Comparison	103.04%	77.15%	141.17%	39.28%	220.41%	97.89%	92.73%	81.32%	151.82%	73.99%	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 Store Sales Narrative:

Store sales at the end of April totaled \$114,034 or 101% 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>
Revenues													
Store Sales	10,987	15,149	17,772	7,722	23,931	8,342	6,165	5,176	11,051	7,739	0	0	114,034
Expenditures													
Merchandise	0	6,819	2,838	13,775	581	16,401	1,906	8,634	2,023	1,397	0	0	54,374
Personnel	1,375	5,726	4,348	4,024	4,024	4,094	5,734	4,132	4,226	4,166	0	0	41,849
Operating/Other	222	222	230	673	229	669	173	121	146	173	0	0	2,857
Total Expenditures	1,597	12,766	7,415	18,472	4,834	21,164	7,813	12,887	6,395	5,736	0	0	99,080
Net Profit	9,389	2,383	10,357	-10,750	19,097	-12,822	-1,648	-7,711	4,656	2,003	0	0	14,954

Museum Store Revenue and Expenditure Narrative:

Store profit at the end of April totaled \$14,954.

IV. Membership Figures

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

Membership Categories	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
Individual	11	6	4	1	6	2	4	3	3	12			52
Family	12	10	6	3	4	4	5	5	6	11			66
Sustaining	4	2	1	1	1	1	2	3		7			22
Contributing						2				1			3
Patron										1			1
Benefactor					1								1
Senior	22	20	7	6	5	6	7	9	29	21			132
FY 15	49	38	18	11	17	15	18	20	38	53	0	0	277
FY 14	17	22	28	105	70	22	28	20	17	18	13	14	374
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
YTD	49	87	105	116	133	148	166	166	224	277	0	0	277
YTD Comparison	288.24%	223.08%	156.72%	67.44%	54.96%	56.06%	56.85%	59.62%	68.09%	79.83%	0.00%	0.00%	
Monthly Comparison	288.24%	172.73%	64.29%	10.46%	24.29%	66.18%	64.29%	100.00%	223.53%	294.44%	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.

Membership Figures Narrative:

Memberships (new and renewals) at the end of April totaled 277, which is 80% compared to last year. A high number of renewals and new members were received in May (not shown) as a result of a mailing. The end-of-year total is expected to finish similar to last year.

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 15	4,388	4,550	2,860	4,004	2,751	1,695	2,351	2,219	2,902	3,837			31,557
FY 14	5,746	4,234	2,599	4,600	2,628	1,536	2,114	1,835	2,744	3,259	4,214	3,458	38,967
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
YTD	4,388	8,938	11,798	15,802	18,553	20,248	22,599	24,818	27,720	31,557	0	0	31,557
YTD Comparison	76.4%	89.6%	93.8%	92.0%	122.8%	119.3%	124.5%	126.3%	130.0%	132.5%	0.0%	0.0%	
Monthly Comparison	76.4%	107.5%	110.0%	87.0%	104.7%	110.4%	111.2%	120.9%	105.8%	117.7%	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:

Attendance at the end of April totaled 31,557, which is 133% 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 15	18,061	20,706	20,225	14,467	8,538	9,336	8,915	8,319	10,971	13,802			133,340
FY 14	18,320	18,497	19,750	14,308	8,882	7,301	9,553	7,326	10,144	16,152	14,472	21,736	166,441
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
YTD	18,061	38,767	58,992	73,459	81,997	91,333	100,248	108,567	119,538	133,340	0	0	133,340
YTD Comparison	98.6%	105.3%	104.3%	103.6%	102.8%	104.9%	103.8%	104.5%	104.8%	102.4%	0.0%	0.0%	
Monthly Comparison	98.6%	111.9%	102.4%	101.1%	96.1%	127.9%	93.3%	113.6%	108.2%	85.5%	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 April totaled \$133,340, which is 102% compared to last year.

VII. Fundraising Activities

- The museum received the following restricted donations:
\$1,000 from Hazel Woodgate for the Hazel Woodgate History Fund
\$3,500 from ASM Affiliates for the Anthropology Collection Care Fund
\$1,000 from Cora Johnson for the Education Fund
- The museum finalized an order with the New York Mint for 6,000 silver and 500 gold medallions, estimated to net over \$240,000 by next October.

VIII. General Museum Activities

- Preparations continued for removing at-risk history collections from the NDOT warehouse. The lower middle gallery was closed. A contract for removing out-dated track lighting and installing fluorescent lights in three collection galleries was finalized. Metal shelves were delivered. Safety conditions at the warehouse were evaluated. Staff access was restricted pending training and cleaning by specialists.
- The museum held the annual Volunteer Appreciation Luncheon and Friends Annual Meeting May 8 at the San Marcos Grill. Over fifty attended. Volunteers enjoyed lunch and cake. They received certificates and pins. Pete Dube thanked volunteers on behalf of the Board of Museums and History.
- The museum's traveling exhibit, Finding Frémont: Pathfinder of the West opened May 1 at the Des Chutes Historical Museum in Bend, Oregon.
- The museum hosted a well-attended reception April 9 honoring the life and accomplishments of the late Senator William J. Raggio (1926—2012).
- The museum held the following Frances Humphrey lectures. Attendance was consistently high.

March 26: Military Convoy the U.S. in 1919 by Jim Bonar.

April 23: Geothermal Features of Yellowstone, Iceland, and Nevada by Chip Carroon, PhD., retired geologist, photographer, and world traveler.

May 28: Andean Prehistory: The Archaeology of Ancient Civilizations in Peru by Hal Starratt, PhD, Anthropology Professor at Western Nevada College. The program was presented in celebration of Archaeological Awareness and Historic Preservation Month in partnership with Western Nevada College and the State Historic Preservation Office.

- The museum held the following well-attended Family Fun Saturday Workshops:

March 14: Desert Adaptations, a new science program introduced the masters of survival: Kangaroo Rat, Burrowing Owl, Desert Tortoise, Antelope Squirrel, Creosote Bush, cacti, and succulents.

April 11: Nevada Wildflowers, a new science program introduced colorful flowers: Desert Peach, Bitterbrush, Lupine, Indian Paintbrush, Woolly Mule Ears, Arrow-Leaf Balsamroot, Globemallow, Penstemon, Phlox, and more. Families learned the parts of a flower and how to press plants, make a 3-D flower in a frame, sketch or paint your favorite flowers, and get maps for local wildflower walks.

May 2: Young Chautauqua. Young performers brought historical characters to life: Osa Johnson, Robert Baden-Powell, John Muir, Amelia Earhart, Anne Frank, and Coco Chanel. The program was provided in partnership with Nevada Humanities, which receives funding from the National Endowment for the Humanities, NV Energy, the Robert Z. Hawkins Foundation, individual donors, parent and community volunteers, and many other community partners.

- Capitol tours were cancelled and then temporarily reopened due to construction in the capitol. School tours were fully booked at the museum.
- The museum assisted installation of exhibits at the Legislature for the Nevada Museum's Association's Museum Day April 9.
- The Reno Coin Club provided exhibits and activities April 24-25 in celebration of National Coin Week.
- Using a \$5,000 donation from the Friends of NSM, the museum installed an 80-inch LED monitor for programs in the south gallery, eliminating the need for a projector and improving clarity.
- Staff produced the spring issue of the Mint Edition newsletter, focusing on collection preservation responsibilities.
- Staff and volunteers organized and rehoused faunal and paleontological collections at Indian Hills Curatorial Center. They prepared BIA collections for repatriation per NAGPRA.
- The museum was voted best museum outside Reno and Las Vegas by Nevada Magazine readers. A half-page ad will appear in the issue announcing the award.
- The museum received a 2015 Certificate of Excellence from Tripadvisor, the world's largest travel website, for consistently great reviews.

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.



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
 June 19, 2015

Greg Corbin
 Museum Director

I. Status of Private Funds Budget

Status of Private Funds Budget B/A #5037 CC				Status	
State Fiscal Year 2015				Year to Date	Percentage
	GL #	Approved Budget	Approved Changes	Total Budget	Actuals Year to Date
Revenues:					
Balance Forw from Prior FY (restricted)	2511r	44,988		44,988	44,988 100.00%
Balance Forw from Prior FY (unrestricted)	2511	60,100		60,100	60,100 100.00%
Facilities Charge	3801	1,500		1,500	500 33.33%
Volunteer Registration Fees	3810	100		100	0 0.00%
Memberships	4008	0		0	0 0.00%
Photograph Sales	4010	0		0	0 0.00%
Merchandise Sales	4025	88,491		88,491	79,535 89.88%
Publication Sales	4027	0		0	0 0.00%
Gifts & Donations	4251	3,000		3,000	2,115 70.51%
Miscellaneous Revenue	4254	0		0	0 0.00%
Private Grants (Restricted)	4265	30,000		30,000	300 1.00%
Private Grants - Friends of the Railroad	4266	7,800		7,800	2,191 28.09%
Treasurer's Interest	4326	646		646	345 53.35%
Withdrawals from Trust	4454	0		0	0 0.00%
Total Revenue:		\$236,625	\$0	\$236,625	\$190,073 80.33%
Expenditures:					
	Category				
Administration	35	20,644		20,644	6,586 31.90%
Publications	36	0		0	0 0.00%
Exhibits	37	16,895		16,895	18 0.10%
Blank	41	0		0	0 0.00%
Docent	43	3,784		3,784	1,976 52.21%
Museum Store	45	100,528		100,528	76,364 75.96%
Special Projects (Restricted) CC	55	74,988		74,988	34,702 46.28%
Reserve	86	19,786		19,786	0 0.00%
Total Expenditures:		\$236,625	\$0	\$236,625	\$119,646 50.56%
Revenues Over (Under) Expenditures:		\$0	\$0	\$0	\$70,427 29.76%

Budget Status Narrative: The above figures reflect actual totals as reflected through the State accounting system (DAWN) through April 30, 2015 and reveal a typical revenue/expense pattern for this point in the fiscal year.

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 15	12,334	7,922	10,854	9,063	6,290	11,427	4,964	4,540	5,691	6,450			79,535
FY 14	12,859	8,294	5,165	10,815	4,882	7,444	4,522	3,258	6,234	6,705	8,033	13,003	91,213
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
YTD	12,334	20,256	31,110	40,173	46,463	57,890	62,854	67,394	73,085	79,535	0	0	79,535
YTD Comparison	95.92%	95.76%	118.21%	108.19%	110.59%	117.05%	116.44%	117.74%	115.14%	113.33%	0.00%	0.00%	
Monthly Comparison	95.92%	95.51%	210.15%	83.80%	128.85%	153.52%	109.78%	139.35%	91.29%	96.20%	0.00%	0.00%	

Museum Store Sales Narrative: Overall, store sales for SFY 2015 are slightly higher than the previous fiscal year, showing continued growth due to the additional day of service and increased visitation. Report is through April 30, 2015.

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>
Revenues													
Store Sales	12,334	7,922	10,854	9,063	6,290	11,427	4,964	4,540	5,691	6,450			79,535
Expenditures													
Merchandise	0	7,290	4,897	7,962	2,366	9,777	1,572	0	3,207	1,541			38,611
Personnel	1,297	5,215	3,770	3,574	3,772	3,897	5,405	3,833	3,754	3,693			38,210
Operating/Other	196	766	191	-102	199	177	220	522	77	132			2,378
Total													
Expenditures	1,493	13,271	8,858	11,434	6,337	13,851	7,197	4,355	7,038	5,366	0	0	79,199
Net Profit	10,841	-5,349	1,996	-2,371	-47	-2,424	-2,233	185	-1,347	1,084	0	0	336

Museum Store Revenue and Expenditure Chart Narrative: For year to date, the store is operating with a net profit margin; merchandise procurements were delayed due to the change in fiscal year's. Report is through April 30, 2015.

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
FY 15 Total													
FY 14	0	0	0	0	0	0	0	0	0	0	0	0	0
FY 13	0	0	0	0	0	0	0	0	0	0	0	0	0
FY 12	0	0	0	0	0	0	0	0	0	0	0	0	0
YTD	0												0
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 this date, the current total of memberships stands at 574.

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 15	3,441	2,433	1,581	1,614	1,254	1,481	1,010	897	1,228	1,394			16,333
FY 14	2,884	1,727	1,148	1,132	1,147	1,236	609	647	1,110	1,133	1,953	2,011	16,737
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	1,067	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
YTD	3,441	5,874	7,455	9,069	10,323	11,804	12,814	13,711	14,939	16,333	0	0	16,333
YTD Comparison	119.31%	127.39%	129.45%	131.61%	128.43%	127.28%	129.66%	130.21%	128.34%	127.87%	0.00%	0.00%	
Monthly Comparison	119.31%	140.88%	137.72%	142.58%	109.33%	119.82%	165.85%	138.64%	110.63%	123.04%	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 SFY 2015 has continued to exceed the previous fiscal year believed to be due in part by increased tourism activity and enhanced marketing of the museum through social media channels, plus a favorable spring season. Report is through April 30, 2015.

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 15	12,568	8,106	7,562	5,911	2,624	6,112	3,660	3,405	3,686	6,021			59,654
FY 14	7,607	6,922	6,121	8,150	1,912	6,971	3,341	1,370	4,341	3,183	6,642	10,439	66,999
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
YTD	12,568	20,673	28,235	34,146	36,770	42,882	46,542	49,947	53,633	59,654	0	0	59,654
YTD Comparison	165.22%	142.29%	136.74%	118.56%	119.73%	113.80%	113.45%	117.82%	114.76%	119.50%	0.00%	0.00%	
Monthly Comparison	165.22%	117.10%	123.55%	72.52%	137.25%	87.67%	109.55%	248.54%	84.91%	189.16%	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: Continued increases have been seen within the first three quarters of FY15 due to increased tourism activity. Report is through April 30, 2015.

VII. Train Ride Receipts

Train Ride 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 15	10,086	807	6,760	1,856	1,329	9,039	-106	0	0	0			29,771
FY 14	9,754	0	0	994	1,362	6,718	0	0	0	0	5,215	617	24,660
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
YTD	10,086	10,893	17,653	19,509	20,838	29,877	29,771	0	0	0	0	0	29,771
YTD Comparison	103.4%	111.7%	181.0%	181.5%	172.1%	158.7%	158.1%	0.0%	0.0%	0.0%	0.0%	0.0%	
Monthly Comparison	103.4%	#DIV/0!	#DIV/0!	186.8%	97.5%	134.5%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/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.

Train Ride Receipts Narrative: Note: No train operations during the report period. There are no train operations scheduled until May, due to the slower winter/early spring season. Report runs through April 30, 2015.

VIII. Fundraising Activities:

- None this report.

IX. General Museum Activities

- Lara Brown was hired as the new Museum Attendant II on March 2. She previously worked with the State of Alaska's Department of Commerce as a publications specialist. Lara was responsible for creating publications for the Division of Corporations, Business and Professional Licensing, as well as managing the Division's website. Lara has previous experience working in local Juneau, Alaska, art galleries where she scheduled and guided tours, arranged exhibits, and assisted customers in gallery sales.
- A "Nevada State Railroad Museum" sign was installed on the Jacobsen Interpretive Center in March. It is visible from Carson Street and is quickly becoming a favorite spot for visitors to pose for photos.
- Volunteers participated in a work party on March 21 to clean the coaches and locomotive No. 25 for the upcoming operating season.
- On April 14 the locomotive Glenbrook operated under its own power for the first time since 1926. The Glenbrook ran back and forth on the "A" Line for much of the day to work out the kinks in order to have it ready for the public unveiling on May 23.
- A group of volunteers from NSRM visited the Nevada State Museum for the History, Mint, and Mines tour in mid-April. Docents Janice Hoke and Keith Roman guided the tours for our group. The tour was well-received and the group enjoyed their visit to the museum. Also, thank you to Deborah Stevenson and Reece Wade for coordinating the tour of the Nevada State Museum for NSRM's volunteers.
- In April, the old and tired blue panels on the sign in front of the museum were replaced with new ones. Volunteer John Hoepfer designed the new sign and VitalSigns installed it.
- The museum continues to get rave reviews on the travel website Tripadvisor.com. Since November 2014 all reviewers have rated the museum four or five stars. Many reviewers had positive comments about encountering friendly and informative staff and volunteers. Many considered the museum a fun place to visit and a great destination for families, as well.
- The NSRM Facebook page continues to see growth in followers with an 11 percent increase from March 1 to April 30. Much of the increase can be contributed to interest in the restoration of the Glenbrook. On March 24, a post with a photo of the completed Glenbrook reached over 17,000 users, a new record for the museum. A new record was reached a few weeks later when a video of the Glenbrook operating for the first time on April 14 reached over 44,000 users, had over 17,000 views, and gained the museum over 100 new followers within a week.

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 4:30p.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

June 19, 2015

I. Status of Private Funds Budget

Status of Private Funds Budget B/A #5037 BC State Fiscal Year 2015					Status	
	GL #	Approved Budget	Approved Changes	Total Budget	Year to Date Actuals	Percentage Year to Date
Revenues:						
Balance Forw from Prior FY (Unrestricted)	2511	4,000		4,000	4,000	100.00%
Balance Forw from Prior FY (Restricted)	2511r	1,833		1,833	1,833	100.00%
Facilities Charges	3801	1,500		1,500	0	0.00%
Merchandise Sales	4025	42,520		42,520	38,596	90.77%
Gifts & Donations	4251	1,993		1,993	553	27.74%
Restr Special Projects	4265	2,000		2,000	0	0.00%
Friends of NSRMBC	4266	5,200		5,200	0	0.00%
Total Revenue:		\$59,046	\$0	\$59,046	\$44,982	76.18%
Expenditures:						
	Category					
Boulder City Railroad	52	55,213		55,213	32,746	59.31%
Boulder City Railroad Restricted	55	3,833		3,833	300	7.83%
Total Expenditures:		\$59,046	\$0	\$59,046	\$33,046	51.14%

Budget Status Narrative: Since the last report to the Board there have been the normal expenditures charged to the private budget, which includes store merchandise. The above figures reflect actual totals as reflected through the State accounting system (DAWN) through April 30, 2015.

II. Museum Store Sales

Store sales 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 15	2,606	2,999	2,706	3,839	2,909	10,160	0	3,194	5,045	4,832			38,291
FY 14	2,973	3,370	3,356	3,559	3,083	8,219	515	3,158	3,663	4,281	3,354	3,218	42,749
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
YTD	2,606	5,605	8,311	12,151	15,060	25,220	0	28,414	33,459	38,291	0	0	38,291
YTD Comparison	87.7%	88.4%	85.7%	91.6%	92.2%	102.7%	0.0%	100.6%	104.9%	105.8%	0.0%	0.0%	
Monthly Comparison	87.7%	89.0%	80.6%	107.9%	94.4%	123.6%	0.0%	101.1%	137.7%	112.9%	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: 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. Store sales are reported through April 30, 2015.

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>
Revenues													
Store Sales	2,606	2,999	2,706	3,839	2,909	10,160	0	3,194	5,045	4,832			38,291
Expenditures													
Merchandise	0	1,536	1,809	2,434	1,636	6,113	225	0	3,058	2,715			19,525
Personnel	696	696	410	749	696	1,364	268	709	821	931			7,340
Operating/Other	33	26	36	390	37	41	152	0	277	54			1,046
Total Expenditures	729	2,257	2,255	3,573	2,369	7,518	645	709	4,156	3,700	0	0	27,911
Net Profit	1,878	741	451	266	540	2,642	-645	2,485	889	1,132	0	0	10,379

Museum Store Revenue and Expenditure Narrative: The store is presently showing a modest gross profit. This report covers store/sales activity through April 30, 2015.

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
FY 15	0	0	0	0	0	0	0	0	0	0	0	0	0
FY 14	0	0	0	0	0	0	0	0	0	0	0	0	0
FY 13	0	0	0	0	0	0	0	0	0	0	0	0	0
FY 12	0	0	0	0	0	0	0	0	0	0	0	0	0
YTD	0												0
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 476 memberships (Individual, Senior & Family level).

V. Museum Attendance Figures (Train Ridership Only)

Attendance chart comparison against four previous fiscal years.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 15	1,372	1,731	1,338	2,429	2,172	12,151	0	1,993	2,720	2,228			28,134
FY 14	1,437	1,525	1,739	2,672	3,623	9,551	0	1,552	2,320	1,728	1,804	1,346	29,297
FY 13	1,519	1,318	1,705	2,728	1,323	11,407	0	1,604	2,998	12,085	2,100	1,735	40,522
FY 12	2,130	1,521	1,542	2,944	1,574	9,459	0	1,930	3,210	11,311	2,754	1,415	39,790
FY 11	1,348	1,306	2,308	2,693	1,428	9,330	124	1,432	3,458	3,463	3,227	1,697	31,814
YTD	1,372	3,103	4,441	6,870	9,042	21,193	0	23,186	25,906	28,134	0	0	28,134
YTD Comparison	95.5%	104.8%	94.5%	93.2%	82.2%	103.1%	0.0%	104.9%	106.1%	107.6%	0.0%	0.0%	
Monthly Comparison	95.5%	113.5%	76.9%	90.9%	60.0%	127.2%	#DIV/0!	128.4%	117.2%	128.9%	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:

Attendance (train riders) in SFY 2014 were fewer than the previous year; reflecting the importance of continued special train events to draw riders. Please note that attendance (train riders) is less in November of SFY2015 due to advance ticket sales of Santa Train no longer being reflected in the train ridership numbers. This report covers the period through April 30, 2015.

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 15	150	419	230	169	316	244	272	267	342	404			2,813
FY 14	235	234	366	350	300	175	255	241	230	207	246	255	3,094
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
YTD	150	569	799	968	1,284	1,528	1,800	2,067	2,409	2,813	0	0	2,813
YTD Comparison	63.8%	121.3%	95.7%	81.7%	86.5%	92.0%	94.0%	95.9%	101.0%	108.5%	0.0%	0.0%	
Monthly Comparison	63.8%	179.1%	62.8%	48.3%	105.3%	139.4%	106.7%	110.8%	148.7%	195.2%	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 Monday through Friday only (or as staffing allows).

VII. Train Ride Receipts

Train Ride 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 15	7,833	9,051	9,834	18,476	20,909	55,582		13,469	16,973	14,606			166,734
FY 14	8,595	9,248	12,259	18,082	23,421	46,148	0	9,824	13,050	16,432	10,931	10,351	178,341
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
YTD	7,833	16,884	26,718	45,195	66,104	121,686	0	135,155	152,128	166,734	0	0	166,734
YTD Comparison	91.1%	94.6%	88.8%	93.8%	92.3%	103.3%	0.0%	105.9%	108.2%	106.2%	0.0%	0.0%	
Monthly Comparison	91.1%	97.9%	80.2%	102.2%	89.3%	120.4%	#DIV/0!	137.1%	130.1%	88.9%	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: While revenue is still not back to SFY 20013 levels due to the lack of a major spring special train event, we have been increasing smaller events to increase ridership. This report is through April 30, 2015.

VIII. Fundraising Activities N/A

IX. General Museum Activities

- During this report period (March & April), the NSRM-BC accommodated seven school runs, including two Title 1 school groups, for a total participation of 413 students and teachers. In addition, we had one senior group run and had one TV show filming for PBS' Outdoor Nevada, a local travel show, which featured a tour of the museum and the host experiencing Engineer for an Hour. The show is scheduled to air fall '15.
- With the support of the museum's Friends, the museum hosted its first spring event, The Egg Express, March 28th & 29th. This was a fun filled weekend for families to come out and experience the museum. We had an egg hunt in the boneyard as well as games and giant wooden maze. We also had story time and crafts on the train in addition to the model railroad displays and Live Steamers running. The event was very successful, we had 862 riders and over \$6,000 in revenue for the weekend. We are looking at ways to expand this event next year.
- As part of our on-going community outreach, this April the museum participated in the spring Mega Scout Expo for the Boy Scouts. The museum's participation in the expo showed our support of BSA, provided public education of the NSRR and its role in local history, increased the public awareness of the NSRR, and to promote the museum's Railroad Merit Badge class that was held on May 16th, 2015, at the museum. The Friend's group put together displays for the expo including a Time Saver in O scale, O HO N scale ovals, G Scale loop, 12 O scale cars, rail road hand tools, and a stationery G scale steam engine.
- We continued to host our monthly story time and crafts for our youngest riders. It is growing and popular monthly event as well as an excellent driver for museum memberships.
- Conversations with Boulder City & City of Henderson's Economic Development teams are continuing the dialogue on the potential opportunities with the US 93/I-11 Hwy Railroad Bridge; in addition we have begun investigating alternative funding sources for a potential museum visitor's center. The current targeted completion date for the Railroad Bridge is fall 2017.

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.



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
June 19, 2015

Sean Pitts
Museum Director

I. Status of Private Funds Budget

Status of Private Funds Budget B/A #5037 EE
 State Fiscal Year 2015

	<u>GL #</u>	<u>Approved Budget</u>	<u>Approved Changes</u>	<u>Total Budget</u>	<u>Year to Date Actuals</u>	<u>Status Percentage Year to Date</u>
Revenues:						
Balance Forward from Prior Fiscal Year	2511	17,900		17,900	17,900	100.00%
Facilities Charges	3801	500		500	1,900	380.00%
Gifts & Donations	4251	60		60	208	345.83%
Total Revenue:		\$18,460	\$0	\$18,460	\$20,008	108.38%
Expenditures:						
	<u>Category</u>					
East Ely Railroad Museum	51	18,460		18,460	1,240	6.72%
Total Expenditures:		\$18,460	\$0	\$18,460	\$1,240	6.72%
Revenues Over (Under) Expenditures:		\$0	\$0	\$0	\$18,768	101.67%

Budget Status Narrative: Our Interlocal agreement has been signed with the White Pine Historical Railroad Foundation. We are assisting with a simplified ticket and directional signage. Payment for SFY 2014 revenue/admission share has been received and posted.

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

Store sales chart comparison against two 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 13	0	0	0	0	0	0	0	0	0	0	0	0	0
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
YTD	0												0
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 Store Sales Narrative: The museum does not presently operate an independent museum store.

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>
Revenues													
Store Sales	0	0	0	0	0	0	0	0	0	0	0	0	0
Expenditures													
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
Total Expenditures	0	0	0	0	0	0	0	0	0	0	0	0	0
Net Profit	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
FY 15 Total	0	0	0	0	0	0	0	0	0	0	0	0	0
FY 14	0	0	0	0	0	0	0	0	0	0	0	0	0
FY 13	0	0	0	0	0	0	0	0	0	0	0	0	0
FY 12	0	0	0	0	0	0	0	0	0	0	0	0	0
YTD	0												0
YTD Comparison	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!
Monthly Comparison	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 15	404	316	324	260	82	70	39	95	165	385			2,140
FY 14	50	51	67	85	33	30	39	56	67	110	262	719	1,569
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
YTD	404	720	1,044	1,304	1,386	1,456	1,495	1,590	1,755	2,140	0	0	2,140
YTD Comparison	808.0%	712.9%	621.4%	515.4%	484.6%	460.8%	421.1%	386.9%	367.2%	363.9%	0.0%	0.0%	
Monthly Comparison	808.0%	619.6%	483.6%	305.9%	248.5%	233.3%	100.0%	169.6%	246.3%	350.0%	0.0%	0.0%	

Museum Attendance Figures Narrative:

Visitation continues to show improvement over last year. There seem to be more people traveling and the joint ticketing is working. We are owed the entire year's worth of visitation from the White Pine Historical Railroad Foundation in the month of June. As of this writing that amount will be over \$6300. We strive to maintain a positive relationship with staff members of the Railroad Foundation that makes this system work.

A limited staff remains our biggest sticking point. With less than 2 FTE employees, we simply cannot match the open hours of the Foundation with their five gift shop staff. While we come close and are open parts of 7 days a week, we lack the staff to be open every hour the Foundation is. We are seeking long term volunteers that will help our staff shortage. This becomes most evident during an employee's illness or annual leave.

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 15													0
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
YTD	0	0	0	0	0	0	0	0	0	0	0	0	0
YTD Comparison	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Monthly Comparison	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.

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. The due date for payment is mid June

VII. Fundraising Activities

No Action in this area.

VIII. General Museum Activities

- We were pleased to host the Sandy Searles Miller Elementary School from Las Vegas. We have become a regular stop on their eastern Nevada tour which includes State and National Parks. Our contribution is to provide the dining place for the group who seem to arrive during cold snaps. This year we were able to provide some additional heat in the form of patio heaters which were donated to the Museum. They were grateful for the warmth.
- The Freight Building is becoming a popular place and we continue to get reservations for this summer. We will be the venue for the Antique Chevrolet Car Club later this summer. We have requests for thirteen of seventeen summer weekends. We have formalized our contract with those who rent the facility for better protection of the Museum.
- We scored a significant donation from our local power company. They will be sending a check totaling \$4,600 to purchase new tables in the Freight Building. These will be a welcome addition replacing the hand-me-down tables we have been using. Our new tables are industrial grade injection molded plastic that weigh half of what our existing tables do. This will allow easier and safer set up.
- As mentioned above, the agreement with the White Pine Historical Railroad Foundation is working. The amount owed for this fiscal year will be well over \$6,300. It remains a better experience for visitors.
- Sean was the keynote speaker for the Ely Branch of Great Basin College's graduation ceremony. College leadership, staff, and students seemed appreciative.

Mission Statement

The Nevada State Railroad Museum-Ely 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 25th, 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
 Governor

Peter Barton
 Administrator

Claudia Vecchio
 Director

Report to the
 Board of Museums and History
 June 19, 2015

Jerrie Clarke
 Museum Director

I. Status of Private Funds Budget

Status of Private Funds Budget B/A #5038					Status	
State Fiscal Year 2015		Approved	Approved	Total	Year to Date	Percentage
	<u>GL #</u>	<u>Budget</u>	<u>Changes</u>	<u>Budget</u>	<u>Actuals</u>	<u>Year to Date</u>
Revenues:						
Balance Forw from Prior FY	2511	27,495		27,495	27,495	100.00%
Charges for Services	3871			0		0.00%
Memberships	4008	3,330		3,330	2,240	67.27%
Photograph Sales	4010			0		0.00%
Merchandise Sales	4025	94,509		94,509	73,121	77.37%
Book & Pamphlet Sales	4052					0.00%
Gifts & Donations	4251	1,490		1,490	1,421	95.34%
Treasurer's Interest	4326	66		66	56	84.38%
Investment Income	4328			0		0.00%
Private Grants	4265	500		500		0.00%
Outside Bank Account	4454					0.00%
Total Revenue:		\$127,390	\$0	\$127,390	\$104,332	81.90%
Expenditures:						
	<u>Category</u>					
Administration	35	7,063		7,063	2,887	40.87%
Buildings & Grounds	37	4,165		4,165	1,390	33.36%
Docent	39	613		613	498	81.21%
Museum Store	41	96,164		96,164	59,803	62.19%
Special Projects	42	3,585		3,585	3,149	87.84%
Special Projects (Restricted)	55	3,495		3,495	0	0.00%
Reserve	86	12,305		12,305	0	0.00%
Total Expenditures:		\$127,390	\$0	\$127,390	\$67,726	53.16%
Revenues Over (Under) Expenditures:		\$0	\$0	\$0	\$36,606	28.74%

Budget Status Narrative:

The above figures reflect actual totals as reflected through the State accounting system (DAWN) through April 30, 2015 and reveal a typical revenue/expense pattern for this point in the fiscal year.

Lost City Museum
Report to Board
June 19, 2015

II. Museum Store Sales

Store sales chart comparison against four previous fiscal years.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 15	2,659	4,847	6,008	8,569	8,071	8,055	6,393	8,279	9,723	12,233	0	0	74,836
FY 14	4,570	4,408	7,204	11,181	7,925	5,894	7,748	6,600	11,151	8,269	5,433	5,420	85,803
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
YTD	2,659	7,506	13,514	22,083	30,154	38,208	44,601	52,880	62,603	74,836	0	0	85,803
YTD Comparison	58.19%	83.60%	83.51%	80.70%	85.45%	92.78%	91.15%	95.23%	93.88%	99.85%	0.00%	0.00%	
Monthly Comparison	58.19%	109.95%	83.40%	76.64%	101.84%	136.66%	82.51%	125.43%	87.19%	147.94%	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 Store Sales Narrative: We had a good spring with good store sales. If this continues, we will easily exceed last year's sales. Because we stop submitting POs a month before the end of the year and there is at least a month in the new year before we can submit POs, we have decided, instead of letting inventory decrease before the end of year inventory, we would do a good order near the end of the year so that we begin the new year with more items to sell. It will probably affect the store's profit negatively this year but it should show higher profits in the following years. The penny press is still very popular with children and adults.

III. Museum Revenue and Expenditure Chart

Museum Store Profit and Loss Chart

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
Revenues													
Store Sales	2,659	4,847	6,008	8,569	8,071	8,055	6,393	8,279	9,723	12,233			74,836
Expenditures													
Merchandise	0	11,636	3,147	5,936	3,032	2,054	2,476	2,317	2,830	3,689			37,117
Personnel	3	1,891	1,842	1,791		5,424	1,776	2,686	1,840	1,646			18,899
Operating/Other	99	357	108	4,280	175	190	144	151	578	187			6,268
Total Expenditures	102	13,884	5,097	12,007	3,207	7,667	4,396	5,154	5,248	5,522	0	0	62,285
Net Profit	2,557	-9,038	911	-3,438	4,864	387	1,997	3,125	4,475	6,711	0	0	12,552

Museum Store Revenue and Expenditure Narrative:
See above.

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	1	2	1	2	1				1	2			10
Family	2	1		1	2				1	2			9
Sustaining			1	1	1		1		1				5
Contributing													0
Patron													0
Benefactor													0
Senior	7	7	5	2	4	3	5		3	5			41
FY 15	10	10	7	6	8	3	6	0	6	9	0	0	65
FY 14	12	7	7	5	9	3	9	4	7	8	7	4	82
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
YTD	10	20	27	33	41	44	50	0	56	65	0	0	65
YTD Comparison	83.33%	105.26%	103.85%	106.45%	102.50%	102.33%	96.15%	0.00%	88.89%	91.55%	0.00%	0.00%	
Monthly Comparison	83.33%	142.86%	100.00%	120.00%	88.89%	100.00%	66.67%	0.00%	85.71%	112.50%	0.00%	0.00%	

Membership Figures Narrative: New memberships and renewals seem to be stable. We have lost some and gained some.

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 15	738	872	785	1,368	1,348	837	1,026	1,195	1,650	1,533	0	0	11,352
FY 14	930	763	1,321	1,331	1,504	1,111	1,137	1,225	1,670	1,576	1,122	770	14,460
FY 13	634	532	861	720	728	782	563	724	1,265	1,027	702	479	9,017
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
YTD	738	1,610	2,395	3,763	5,111	5,948	6,974	8,169	9,819	11,352	0	0	11,352
YTD Comparison	79.35%	95.10%	79.46%	86.61%	87.38%	85.46%	86.13%	87.63%	89.33%	90.32%	0.00%	0.00%	
Monthly Comparison	79.35%	114.29%	59.42%	102.78%	89.63%	75.34%	90.24%	97.55%	98.80%	97.27%	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: We started slow but have picked up some. Although the total number is down this year (at the end of April last year we there were 12,568 visitors), we have had more paying adults and fewer children. Earlier in the year, we had to contend with construction at the Interstate exits. More recently events seem to have brought us more attention: the sign installed at the exits indicating Valley of Fire

can be accessed, more advertising in Mesquite, 2 'best of' awards for the museum (see the narrative for details, the new street fair Moapa Valley Days, and, more promotions for the entire community by Moapa Valley Chamber and Moapa Valley Revitalization Project.

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 15	2,220	3,005	3,614	4,296	4,349	4,725	3,929	4,771	5,386	6,881			43,175
FY 14	2,119	2,969	4,114	5,828	5,128	2,427	6,022	5,264	6,683	6,376	5,061	3,150	55,140
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
YTD	2,220	5,225	8,838	13,134	17,483	22,208	26,137	30,908	36,294	43,175	0	0	43,175
YTD Comparison	100.00%	102.70%	96.05%	87.39%	86.73%	98.33%	91.37%	91.25%	89.50%	92.00%	0.00%	0.00%	
Monthly Comparison	104.78%	101.21%	87.84%	73.71%	84.81%	194.69%	65.24%	90.63%	80.60%	107.92%	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 Receipts Figures Narrative: See above.

VI. Fundraising Activities:

- We seem to be doing well with our donation boxes. We are a little ahead of projections.
- We were awarded \$3,874 of the \$4,966.71 requested in a Nevada Humanities grant application to fund artifact storage supplies and to pay a stipend for an archaeology-trained volunteer from Nevada to cover travel and food. Molly and Jerrie will discuss how best to distribute the smaller award.
- Risk Management was encouraging when asked about the dog runs in which patrons can place their dogs. Wording was provided for a liability waiver that the patrons will have to sign, and a recommendation was given to contact the Reno/Tahoe Airport that has covered dog areas and the Deputy Attorney General assigned to our Division. With that information, LCM's Docent Council agreed to host the fund-raising campaign to purchase the dog runs. If our DAG has no reservations, we'll proceed. Because the funds will be donated specifically to protect pets, any funds remaining after the run purchase and a small fund is created for repairs and incidentals, those extra funds will be donated to We Care for Pets in Mesquite; there is no humane shelter in Moapa Valley.

VII. General Museum Activities

- The big news is that we now have a new, level, smooth, ADA compliant sidewalk from the front around the building to a fork that leads to the pueblos on the right and the monument to the pioneers who settled the valley on the left. There are short spurs to the doorway of the first room so those in wheelchairs can

see inside a pueblo, and to the nearby picnic table for wheelchair parking. There is also a pad so that Oscar and Jesse won't have to haul out the 2x4s and sheets of plywood to rebuild the stage every Native American Day. Perhaps we can create other programs now that we have an outdoor stage.

- On March 11th, Molly spoke to a group at Dixie State College in St. George, Utah. On the 14th, she attended a meeting in Las Vegas for SHPO site stewards. On May 2nd, she did a slideshow presentation for the Virgin Valley Art Guild. She will help teach a 3-day class for Site Stewards near Tonopah in early June, and in late June will participate in an excavation with UNLV's Dr. Karen Harry on the Shivwitz Plateau in Utah. This field project is one of the very few excavations of Virgin Branch Anasazi Pueblo sites that are currently going on.
- 23 Kids attended the Spring Kids' Day on April 25th.
- Five school groups in March - early May visited with a total of 156 children plus their adult chaperones.
- Denise has almost finished creating two face-hole boards for photo ops. She painted desert animals with removable faces. The boards, with their stands, will be easy to move around and can be placed outside during the day in a visible but unobtrusive spot.
- It appears that the new directional signs that were installed in March near our freeway exits on I-15 are sending more people into the Valley, and the additional advertising that we have done, some jointly with other Moapa Valley organizations and businesses, is bringing more attention. Our two awards: Las Vegas Review Journal Best Of Staff Pick for Best Museum in Las Vegas and the RVWest Readers' Choice Gold Award (second place) for best historical place in Nevada may also have helped.
- 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 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
June 19, 2015

I. Status of Private Funds Budget

Status of Private Funds Budget B/A #5039
State Fiscal Year 2015

Status of Private Funds Budget B/A #5039					Status	
State Fiscal Year 2015					Year to Date	Percentage
	GL #	Approved Budget	Approved Changes	Total Budget	Actuals	Year to Date
Revenues:						
Balance Forw from Prior FY (restricted)	A2511	22,224	0	22,224	22,224	100.00%
Balance Forw from Prior FY (unrestricted)	2511	3,500	34	3,534	3,534	100.00%
Facilities Charge	3801	20,748	0	20,748	7,250	34.94%
Charges for Services	3871	0	0	0	0	0.00%
Memberships	4008	12,834	0	12,834	9,580	74.65%
Photograph Sales	4010	1,350	0	1,350	680	50.37%
Merchandise Sales	4025	57,845	0	57,845	30,564	52.84%
Book & Pamphlet Sales	4052	0	0	0	0	0.00%
Gifts & Donations	4251	5,590	0	5,590	6	0.11%
Private Grant	4265	10,000	-34	9,966	7,138	71.62%
Treasurer's Interest	4326	259	0	259	80	31.06%
Investment Income	4328	0	0	0	0	0.00%
Withdrawals from Trust (restricted)	4454	0	0	0	0	0.00%
Total Revenue:		\$134,350	0	\$134,350	\$81,056	60.33%
Expenditures:						
	Category					
Administration	35	40,417	0	40,417	28,091	69.50%
Collections	39	1,500	0	1,500	0	0.00%
Education	41	0	0	0	0	0.00%
Natural History	47	1,500	0	1,500	221	14.73%
Museum Store	49	35,370	0	35,370	10,402	29.41%
Special Projects (Restricted)	55	32,224	0	32,224	4,834	15.00%
Reserve	86	23,339	0	23,339	0	0.00%
Total Expenditures:		\$134,350	\$0	\$134,350	\$43,547	32.41%
Revenues Over (Under) Expenditures:		\$0	\$0	\$0	\$37,509	27.92%

Budget Status

The above figures reflect actual totals as reflected through the State accounting system (DAWN) through April 30, 2015.

Nevada State Museum-Las Vegas
Report to Board
June 19, 2015

II. Museum Store Sales

Store sales 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 15	1,742	1,447	3,226	3,509	4,761	2,403	2,908	2,817	2,734	5,150			30,698
FY 14	4,518	4,088	2,646	6,737	3,993	3,350	3,643	2,036	2,757	2,179	2,468	1,801	40,215
FY 13	3,251	2,786	2,992	4,852	4,112	3,060	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
YTD	1,742	3,189	6,416	9,925	14,686	17,089	19,997	22,814	25,548	30,698	0	0	30,698
YTD Comparison	38.6%	37.1%	57.0%	55.2%	66.8%	67.5%	69.0%	73.6%	75.7%	85.4%	0.0%	0.0%	
Monthly Comparison	38.6%	35.4%	121.9%	52.1%	119.2%	71.7%	79.8%	138.4%	99.2%	236.3%	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 March-April 2015 [\$7,884] were higher than the same as the same period in 2014 [\$4,936].

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	1,742	1,447	3,226	3,509	4,761	2,403	2,908	2,817	2,734	5,150			30,698
<u>Expenditures</u>													
Merchandise	0	1,442	82	1,699	0	1,187	1,563	1,023	0	882			7,878
Personnel	0	0	0	0	0	0	0	0	0	0			0
Operating/Other	25	25	95	107	48	123	100	94	104	37			758
Total Expenditures	25	1,468	177	1,805	48	1,310	1,663	1,117	104	919	0	0	8,636
Net Profit	1,717	-20	3,050	1,704	4,713	1,093	1,245	1,700	2,630	4,231	0	0	22,062

Museum Store Revenue and Expenditures

The museum store no longer employs a Retail Storekeeper, but does employ a part-time Museum Attendant, and additional staffing provided by the Las Vegas Springs Preserve. The store no longer has any personnel liabilities. The part-time museum attendant is supported through other MDTF revenue sources.

Nevada State Museum-Las Vegas
Report to Board
June 19, 2015

IV. Membership

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

Membership Categories	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
Individual	2	0	3	4	3	13	2	1	4	2			34
Family	8	5	2	9	15	12	2	4	6	7			70
Sustaining	1	0	0	4	0	5	2	0	0	0			12
Contributing	0	0	0	0	0	0	0	1	0	0			1
Patron	0	0	0	0	0	0	0	0	0	0			0
Benefactor	0	0	0	0	1	1	0	0	0	0			2
Senior	3	2	1	13	2	16	3	2	6	5			53
FY 15	14	7	6	30	21	47	9	8	16	14	0	0	172
FY 14 Total	9	21	18	11	14	33	11	4	15	6	19	17	178
FY 13	26	2	14	33	33	29	13	31	41	27	26	20	295
FY 12	13	5	1	32	43	47	14	23	32	67	34	12	172
FY 11	20	7	4	7	19	12	13	27	10	11	24	3	157
YTD	14	21	27	57	78	125	134	142	158	172	0	0	178
YTD Comparison	53.8%	75.0%	64.3%	76.0%	72.2%	91.2%	89.3%	78.5%	71.2%	69.1%	0.0%	0.0%	
Monthly Comparison	155.6%	33.3%	33.3%	272.7%	150.0%	142.4%	81.8%	200.0%	106.7%	233.3%	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

The Museum's monthly membership numbers in March-April 2015 are higher than what they were during the same period in 2014.

June 19, 2015

V. Museum Attendance

Attendance chart comparison against four previous fiscal years.

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
FY 15	3,058	2,771	2,609	4,372	3,731	3,080	2,815	3,609	4,925	5,542			36,512
FY 14	4,490	3,423	2,565	4,461	3,568	3,337	3,771	3,553	4,486	3,687	3,680	3,206	44,227
FY 13	3,974	3,070	3,116	3,603	3,221	2,650	2,381	3,230	4,185	3,773	3,676	3,019	39,898
FY 12	678	0	0	2,088	5,946	4,731	5,136	4,985	4,043	4,983	4,857	3,334	40,781
FY 11	1,237	1,119	674	1,477	1,286	1,749	881	838	1,029	1,166	750	1,063	13,269
YTD	3,058	5,829	8,438	12,810	16,541	19,621	22,436	26,045	30,970	36,512	0	0	36,512
YTD Comparison	76.95%	82.75%	83.05%	93.08%	97.39%	99.93%	101.91%	103.17%	105.23%	109.97%	0.00%	0.00%	
Monthly Comparison	68.11%	80.95%	101.72%	98.00%	104.57%	92.30%	74.65%	101.58%	109.79%	150.31%	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

Museum attendance for March-April 2015 is higher than the same period in 2014.

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>
FY 15	0	0	0	0	0	0	106,344	0	0	0			106,344
FY 14	0	0	0	0	0	0	0	0	0	0	0	0	0
FY 13	53,172	0	0	0	0	0	0	0	0	0	0	0	53,172
FY 12	0	0	0	n/a	n/a	53,172	n/a	n/a	n/a	n/a	n/a	n/a	53,172
FY 11	436	344	496	526	394	344	364	490	44	0	0	0	3,438
YTD	0	0	0	0	0	0	106,344	106,344	106,344	106,344	106,344	106,344	0
YTD Comparison	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%
Monthly Comparison	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 interlocal contract 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 Valley Water District is received in July of the fiscal year.

VII. Fundraising

We continue raising funds by renting storage space to other museums; and renting our special events room, orientation room, and downstairs meeting room for events and organizational meetings. However, non-mission-related paid events have been curtailed due to limited staff to work them, as well as to avoid wear-and-tear on the facility and kitchen equipment whose repair and maintenance are paid from the private budget.

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, a programming fund, a children's programming fund, and a costume and textiles fund.

VIII. Museum Activities

- **statistics** [March-April 2015]

- school groups: 1,485 children
- trunks: 684 children's use
- volunteer hours: 878
- research requests: 185
- collections: ±100,184 items added to the collections
- Past Perfect catalog: 2,711 records added/updated
- Facebook: 4,160 fans [as of April 2015]
- Twitter: 679 followers [as of April 2015]

- **events** [March-April 2015]

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 and underserved communities. These have included the Red Rock Audubon Society; the Nevada Council for History Education; Nevada Society of Professional Journalists; Art Institute of Las Vegas; Protectors of Tule Springs; Women of Diversity; Nevada Indian Commission; the Society for Creative Anachronism; Preserve Nevada; among others. The Las Vegas Tourist Guide Guild uses 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; educational lectures and workshops, panel discussions, performances, and events from Nevada state divisions, commissions, and institutions. In the period March-April 2015 these special events attracted more than 700 participants.

- **staff activities** [March-April 2015]

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, and have included joint projects with the University of Nevada, Las Vegas; the Junior League of Las Vegas; Zappos; and the Charleston Heights Arts Center. 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

The Museum itself is open Thursday through Monday, 10:00 a.m. to 6:00 p.m. The Interlocal Agreement with the Las Vegas Valley Water District/Springs Preserve, which in large part determines Museum operations, policies, and procedures was finalized and signed in January 2015.

Dennis McBride, Director
May 18, 2015

CONTRACT FOR SERVICES OF INDEPENDENT CONTRACTOR

A Contract Between the State of Nevada
Acting By and Through Its

NEVADA DEPARTMENT OF TOURISM AND CULTURAL AFFAIRS, DIVISION OF MUSEUMS AND HISTORY

Board of Museums & History
401 N. Carson Street
Carson City, NV 89701
Phone (775) 687-0630 Fax (775) 687-6159
(Henceforth known as "the State")

and

OnCell Systems Inc
1160 D Pittsford-Victor Rd
Pittsford, NY 14534
(585) 419-9844 (o) (585) 419-9843 (f)
(Henceforth known as "OnCell Systems")

WHEREAS, NRS 333.700 authorizes elective officers, heads of departments, boards, commissions or institutions to engage, subject to the approval of the Board of Museums and History, services of persons as independent contractors; and

WHEREAS, it is deemed that the service of Contractor is both necessary and in the best interests of the State of Nevada;

NOW, THEREFORE, in consideration of the aforesaid premises, the parties mutually agree as follows:

1. **REQUIRED APPROVAL.** This Contract shall not become effective until and unless approved by the Nevada State Board of Museums and History.

2. **DEFINITIONS.** "State" means the State of Nevada and any state agency identified herein, its officers, employees and immune contractors as defined in NRS 41.0307. "Independent Contractor" means a person or entity that performs services and/or provides goods for the State under the terms and conditions set forth in this Contract. "Fiscal Year" is defined as the period beginning July 1 and ending June 30 of the following year. "Current State Employee" means a person who is an employee of an agency of the State. "Former State Employee" means a person who was an employee of any agency of the State at any time within the preceding 24 months.

3. **CONTRACT TERM.** This Contract shall be effective upon approval by the State of Nevada Board of Museums and History' approval (anticipated to be June 19, 2015) to June 30, 2017, unless sooner terminated by either party as specified in paragraph ten (10).

4. **NOTICE.** Unless otherwise specified, termination shall not be effective until 30 calendar days after a party has served written notice of termination for default, or notice of termination without cause upon the other party. All notices or other communications required or permitted to be given under this Contract shall be in writing and shall be deemed to have been duly given if delivered personally in hand, by telephonic facsimile with simultaneous regular mail, or mailed certified mail, return receipt requested, postage prepaid on the date posted, and addressed to the other party at the address specified above.

5. INCORPORATED DOCUMENTS. The parties agree that this Contract, inclusive of the following attachments, specifically describes the scope of work. This Contract incorporates the following attachments in descending order of constructive precedence:

ATTACHMENT AA: STATE SOLICITATION
ATTACHMENT BB: INSURANCE SCHEDULE: And
ATTACHMENT CC: CONTRACTOR'S QUOTE – Item numbers 1, 3, and 4

A Contractor's Attachment shall not contradict or supersede any State specifications, terms or conditions without written evidence of mutual assent to such change appearing in this Contract.

6. CONSIDERATION. The parties agree that Contractor will provide the services specified in paragraph five (5) at a cost of \$14,288 (Fourteen Thousand Two Hundred Eighty Eight Dollars) for year one ending June 30, 2016 and \$4,788 (Four Thousand Seven Hundred and Eighty Eight Dollars) for year two ending June 30, 2017 with the total Contract not to exceed \$19,076 (Nineteen Thousand Seventy Six Dollars). Payments will be made within thirty (30) days of presentation of an invoice for work completed and materials purchased and stored for the work. Final payment is contingent of acceptance of the work by the State's designated Administrator, Peter Barton. The State does not agree to reimburse Contractor for expenses unless otherwise specified in the incorporated attachments. Any intervening end to a biennial appropriation period shall be deemed an automatic renewal (not changing the overall Contract term) or a termination as the results of legislative appropriation may require.

7. ASSENT. The parties agree that the terms and conditions listed on incorporated attachments of this Contract are also specifically a part of this Contract and are limited only by their respective order of precedence and any limitations specified.

8. BILLING SUBMISSION: TIMELINESS. The parties agree that timeliness of billing is of the essence to the contract and recognize that the State is on a fiscal year. All billings for dates of service prior to July 1 must be submitted to the State no later than the first Friday in August of the same calendar year. A billing submitted after the first Friday in August, which forces the State to process the billing as a stale claim pursuant to NRS 353.097, will subject the Contractor to an administrative fee not to exceed one hundred dollars (\$100.00). The parties hereby agree this is a reasonable estimate of the additional costs to the State of processing the billing as a stale claim and that this amount will be deducted from the stale claim payment due to the Contractor.

9. INSPECTION & AUDIT.

a. Books and Records. Contractor agrees to keep and maintain under generally accepted accounting principles (GAAP) full, true and complete records, contracts, books, and documents as are necessary to fully disclose to the State or United States Government, or their authorized representatives, upon audits or reviews, sufficient information to determine compliance with all state and federal regulations and statutes.

b. Inspection & Audit. Contractor agrees that the relevant books, records (written, electronic, computer related or otherwise), including, without limitation, relevant accounting procedures and practices of Contractor or its subcontractors, financial statements and supporting documentation, and documentation related to the work product shall be subject, at any reasonable time, to inspection, examination, review, audit, and copying at any office or location of Contractor where such records may be found, with or without notice by the State Auditor, the relevant state agency or its contracted examiners, the Department of Administration, Budget Division, the Nevada State Attorney General's Office or its Fraud Control Units, the State Legislative Auditor, and with regard to any federal funding, the relevant federal agency, the Comptroller General, the General Accounting Office, the Office of the Inspector General, or any of their authorized representatives. All subcontracts shall reflect requirements of this paragraph.

c. Period of Retention. All books, records, reports, and statements relevant to this Contract must be retained a minimum three (3) years, and for five (5) years if any federal funds are used pursuant to the Contract. The retention period runs from the date of payment for the relevant goods or services by the State, or from the date of termination of the Contract, whichever is later. Retention time shall be extended when an audit is scheduled or in progress for a period reasonably necessary to complete an audit and/or to complete any administrative and judicial litigation which may ensue.

10. CONTRACT TERMINATION.

a. Termination Without Cause. Any discretionary or vested right of renewal notwithstanding, this Contract may be terminated upon written notice by mutual consent of both parties, or unilaterally by either party without cause.

b. State Termination for Non-appropriation. The continuation of this Contract beyond the current biennium is subject to and contingent upon sufficient funds being appropriated, budgeted, and otherwise made available by the State Legislature and/or federal sources. The State may terminate this Contract, and Contractor waives any and all claim(s) for damages, effective immediately upon receipt of written notice (or any date specified therein) if for any reason the Contracting Agency's funding from State and/or federal sources is not appropriated or is withdrawn, limited, or impaired.

c. Cause Termination for Default or Breach. A default or breach may be declared with or without termination. This Contract may be terminated by either party upon written notice of default or breach to the other party as follows:

- i. If Contractor fails to provide or satisfactorily perform any of the conditions, work, deliverables, goods, or services called for by this Contract within the time requirements specified in this Contract or within any granted extension of those time requirements; or
- ii. If any state, county, city or federal license, authorization, waiver, permit, qualification or certification required by statute, ordinance, law, or regulation to be held by Contractor to provide the goods or services required by this Contract is for any reason denied, revoked, debarred, excluded, terminated, suspended, lapsed, or not renewed; or
- iii. If Contractor becomes insolvent, subject to receivership, or becomes voluntarily or involuntarily subject to the jurisdiction of the bankruptcy court; or
- iv. If the State materially breaches any material duty under this Contract and any such breach impairs Contractor's ability to perform; or
- v. If it is found by the State that any quid pro quo or gratuities in the form of money, services, entertainment, gifts, or otherwise were offered or given by Contractor, or any agent or representative of Contractor, to any officer or employee of the State of Nevada with a view toward securing a contract or securing favorable treatment with respect to awarding, extending, amending, or making any determination with respect to the performing of such contract; or
- vi. If it is found by the State that Contractor has failed to disclose any material conflict of interest relative to the performance of this Contract.

d. Time to Correct. Termination upon a declared default or breach may be exercised only after service of formal written notice as specified in paragraph four (4), and the subsequent failure of the defaulting party within fifteen (15) calendar days of receipt of that notice to provide evidence, satisfactory to the aggrieved party, showing that the declared default or breach has been corrected.

e. Winding Up Affairs Upon Termination. In the event of termination of this Contract for any reason, the parties agree that the provisions of this paragraph survive termination:

- i. The parties shall account for and properly present to each other all claims for fees and expenses and pay those which are undisputed and otherwise not subject to set off under this Contract. Neither party may withhold performance of winding up provisions solely based on nonpayment of fees or expenses accrued up to the time of termination;
- ii. Contractor shall satisfactorily complete work in progress at the agreed rate (or a pro rata basis if necessary) if so requested by the Contracting Agency;
- iii. Contractor shall execute any documents and take any actions necessary to effectuate an assignment of this Contract if so requested by the Contracting Agency;
- iv. Contractor shall preserve, protect and promptly deliver into State possession all proprietary information in accordance with paragraph twenty-one (21).

11. REMEDIES. Except as otherwise provided for by law or this Contract, the rights and remedies of the parties shall not be exclusive and are in addition to any other rights and remedies provided by law or equity, including, without limitation, actual damages, and to a prevailing party reasonable attorneys' fees and costs. It is specifically agreed that reasonable attorneys' fees shall include, without limitation, one hundred and twenty-five dollars (\$125.00) per hour for State-employed attorneys. The State may set off consideration against any unpaid obligation of Contractor to any State agency in accordance with NRS 353C.190. In the event that the Contractor voluntarily or involuntarily becomes subject to the jurisdiction of the Bankruptcy Court, the State may set off consideration against any unpaid obligation of Contractor to the State or its agencies, to the extent allowed by bankruptcy law, without regard to whether the procedures of NRS 353C.190 have been utilized.

12. LIMITED LIABILITY. The State will not waive and intends to assert available NRS chapter 41 liability limitations in all cases. Contract liability of both parties shall not be subject to punitive damages. Liquidated damages shall not apply unless otherwise specified in the incorporated attachments. Damages for any State breach shall never exceed the amount of funds appropriated for payment under this Contract, but not yet paid to Contractor, for the fiscal year budget in existence at the time of the breach. Damages for any Contractor breach shall not exceed one hundred and fifty percent (150%) of the contract maximum "not to exceed" value. Contractor's tort liability shall not be limited.

13. **FORCE MAJEURE.** Neither party shall be deemed to be in violation of this Contract if it is prevented from performing any of its obligations hereunder due to strikes, failure of public transportation, civil or military authority, act of public enemy, accidents, fires, explosions, or acts of God, including without limitation, earthquakes, floods, winds, or storms. In such an event the intervening cause must not be through the fault of the party asserting such an excuse, and the excused party is obligated to promptly perform in accordance with the terms of the Contract after the intervening cause ceases.

14. **INDEMNIFICATION.** To the fullest extent permitted by law Contractor shall indemnify, hold harmless and defend, not excluding the State's right to participate, the State from and against all liability, claims, actions, damages, losses, and expenses, including, without limitation, reasonable attorneys' fees and costs, arising out of any alleged negligent or willful acts or omissions of Contractor, its officers, employees and agents.

15. **INDEPENDENT CONTRACTOR.** Contractor is associated with the State only for the purposes and to the extent specified in this Contract, and in respect to performance of the contracted services pursuant to this Contract, Contractor is and shall be an independent contractor and, subject only to the terms of this Contract, shall have the sole right to supervise, manage, operate, control, and direct performance of the details incident to its duties under this Contract. Nothing contained in this Contract shall be deemed or construed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, or to otherwise create any liability for the State whatsoever with respect to the indebtedness, liabilities, and obligations of Contractor or any other party. Contractor shall be solely responsible for, and the State shall have no obligation with respect to: (1) withholding of income taxes, FICA or any other taxes or fees; (2) industrial insurance coverage; (3) participation in any group insurance plans available to employees of the State; (4) participation or contributions by either Contractor or the State to the Public Employees Retirement System; (5) accumulation of vacation leave or sick leave; or (6) unemployment compensation coverage provided by the State. Contractor shall indemnify and hold State harmless from, and defend State against, any and all losses, damages, claims, costs, penalties, liabilities, and expenses arising or incurred because of, incident to, or otherwise with respect to any such taxes or fees. Neither Contractor nor its employees, agents, nor representatives shall be considered employees, agents, or representatives of the State. The State and Contractor shall evaluate the nature of services and the term of the Contract negotiated in order to determine "independent contractor" status, and shall monitor the work relationship throughout the term of the Contract to ensure that the independent contractor relationship remains as such. To assist in determining the appropriate status (employee or independent contractor), Contractor represents as follows:

		<u>Contractor's Initials</u>	
		YES	NO
1.	Does the Contracting Agency have the right to require control of when, where and how the independent contractor is to work?	_____	_____
2.	Will the Contracting Agency be providing training to the independent contractor?	_____	_____
3.	Will the Contracting Agency be furnishing the independent contractor with worker's space, equipment, tools, supplies or travel expenses?	_____	_____
4.	Are any of the workers who assist the independent contractor in performance of his/her duties employees of the State of Nevada?	_____	_____
5.	Does the arrangement with the independent contractor contemplate continuing or recurring work (even if the services are seasonal, parttime, or of short duration)?	_____	_____
6.	Will the State of Nevada incur an employment liability if the independent contractor is terminated for failure to perform?	_____	_____
7.	Is the independent contractor restricted from offering his/her		

services to the general public while engaged in this work
relationship with the State? _____

16. INSURANCE SCHEDULE. Unless expressly waived in writing by the State, Contractor, as an independent contractor and not an employee of the State, must carry policies of insurance and pay all taxes and fees incident hereunto. Policies shall meet the terms and conditions as specified within this Contract along with the additional limits and provisions as described in Attachment BB, incorporated hereto by attachment. The State shall have no liability except as specifically provided in the Contract.

The Contractor shall not commence work before:

- 1) Contractor has provided the required evidence of insurance to the Contracting Agency of the State, and
- 2) The State has approved the insurance policies provided by the Contractor.

Prior approval of the insurance policies by the State shall be a condition precedent to any payment of consideration under this Contract and the State's approval of any changes to insurance coverage during the course of performance shall constitute an ongoing condition subsequent this Contract. Any failure of the State to timely approve shall not constitute a waiver of the condition.

Insurance Coverage: The Contractor shall, at the Contractor's sole expense, procure, maintain and keep in force for the duration of the Contract insurance conforming to the minimum limits as specified in Attachment BB, incorporated hereto by attachment. Unless specifically stated herein or otherwise agreed to by the State, the required insurance shall be in effect prior to the commencement of work by the Contractor and shall continue in force as appropriate until:

1. Final acceptance by the State of the completion of this Contract; or
2. Such time as the insurance is no longer required by the State under the terms of this Contract;

Whichever occurs later.

Any insurance or self-insurance available to the State shall be in excess of, and non-contributing with, any insurance required from Contractor. Contractor's insurance policies shall apply on a primary basis. Until such time as the insurance is no longer required by the State, Contractor shall provide the State with renewal or replacement evidence of insurance no less than thirty (30) days before the expiration or replacement of the required insurance. If at any time during the period when insurance is required by the Contract, an insurer or surety shall fail to comply with the requirements of this Contract, as soon as Contractor has knowledge of any such failure, Contractor shall immediately notify the State and immediately replace such insurance or bond with an insurer meeting the requirements.

General Requirements:

- a. **Additional Insured:** By endorsement to Contractor's general liability insurance policy, the State of Nevada, its officers, employees and immune contractors as defined in NRS 41.0307 shall be named as additional insureds for all liability arising from the Contract.
- b. **Waiver of Subrogation:** Each insurance policy shall provide for a waiver of subrogation against the State of Nevada, its officers, employees and immune contractors as defined in NRS 41.0307, for losses arising from work/materials/equipment performed or provided by or on behalf of the Contractor.
- c. **Cross-Liability:** All required liability policies shall provide cross-liability coverage as would be achieved under the standard ISO separation of insureds clause.
- d. **Deductibles and Self-Insured Retentions:** Insurance maintained by Contractor shall apply on a first dollar basis without application of a deductible or self-insured retention unless otherwise specifically agreed to by the State. Such approval shall not relieve Contractor from the obligation to pay any deductible or self-insured retention. Any deductible or self-insured retention shall not exceed fifty thousand dollars (\$50,000.00) per occurrence, unless otherwise approved by the Risk Management Division.
- e. **Policy Cancellation:** Except for ten (10) days notice for non-payment of premium, each insurance policy shall be endorsed to state that without thirty (30) days prior written notice to the State of Nevada, c/o Contracting Agency, the policy shall not be canceled, non-renewed or coverage and /or limits reduced or materially altered, and shall provide that notices required by this paragraph shall be sent by certified mailed to the address shown on page one (1) of this contract:
- f. **Approved Insurer:** Each insurance policy shall be:
 - 1) Issued by insurance companies authorized to do business in the State of Nevada or eligible surplus lines insurers acceptable to the State and having agents in Nevada upon whom service of process may be made; and
 - 2) Currently rated by A.M. Best as "A-VII" or better.

Evidence of Insurance:

Prior to the start of any Work, Contractor must provide the following documents to the contracting State agency:

1) Certificate of Insurance: The Acord 25 Certificate of Insurance form or a form substantially similar must be submitted to the State to evidence the insurance policies and coverages required of Contractor. The certificate must name the State of Nevada, its officers, employees and immune contractors as defined in NRS 41.0307 as the certificate holder. The certificate should be signed by a person authorized by the insurer to bind coverage on its behalf. The state project/contract number; description and contract effective dates shall be noted on the certificate, and upon renewal of the policies listed Contractor shall furnish the State with replacement certificates as described within Insurance Coverage, section noted above.

Mail all required insurance documents to the State Contracting Agency identified on page one of the contract.

2) Additional Insured Endorsement: An Additional Insured Endorsement (CG 20 10 11 85 or CG 20 26 11 85) , signed by an authorized insurance company representative, must be submitted to the State to evidence the endorsement of the State as an additional insured per General Requirements, subsection a above.

3) Schedule of Underlying Insurance Policies: If Umbrella or Excess policy is evidenced to comply with minimum limits, a copy of the underlying Schedule from the Umbrella or Excess insurance policy may be required.

Review and Approval: Documents specified above must be submitted for review and approval by the State prior to the commencement of work by Contractor. Neither approval by the State nor failure to disapprove the insurance furnished by Contractor shall relieve Contractor of Contractor's full responsibility to provide the insurance required by this Contract. Compliance with the insurance requirements of this Contract shall not limit the liability of Contractor or its sub-contractors, employees or agents to the State or others, and shall be in addition to and not in lieu of any other remedy available to the State under this Contract or otherwise. The State reserves the right to request and review a copy of any required insurance policy or endorsement to assure compliance with these requirements.

17. COMPLIANCE WITH LEGAL OBLIGATIONS. Contractor shall procure and maintain for the duration of this Contract any state, county, city or federal license, authorization, waiver, permit, qualification or certification required by statute, ordinance, law, or regulation to be held by Contractor to provide the goods or services required by this Contract. Contractor will be responsible to pay all taxes, assessments, fees, premiums, permits, and licenses required by law. Real property and personal property taxes are the responsibility of Contractor in accordance with NRS 361.157 and NRS 361.159. Contractor agrees to be responsible for payment of any such government obligations not paid by its subcontractors during performance of this Contract. The State may set-off against consideration due any delinquent government obligation in accordance with NRS 353C.190.

18. WAIVER OF BREACH. Failure to declare a breach or the actual waiver of any particular breach of the Contract or its material or nonmaterial terms by either party shall not operate as a waiver by such party of any of its rights or remedies as to any other breach.

19. SEVERABILITY. If any provision contained in this Contract is held to be unenforceable by a court of law or equity, this Contract shall be construed as if such provision did not exist and the non-enforceability of such provision shall not be held to render any other provision or provisions of this Contract unenforceable.

20. ASSIGNMENT/DELEGATION. To the extent that any assignment of any right under this Contract changes the duty of either party, increases the burden or risk involved, impairs the chances of obtaining the performance of this Contract, attempts to operate as a novation, or includes a waiver or abrogation of any defense to payment by State, such offending portion of the assignment shall be void, and shall be a breach of this Contract. Contractor shall neither assign, transfer nor delegate any rights, obligations or duties under this Contract without the prior written consent of the State.

21. STATE OWNERSHIP OF PROPRIETARY INFORMATION. Any reports, histories, studies, tests, manuals, instructions, photographs, negatives, blue prints, plans, maps, data, system designs, computer code (which is intended to be consideration under the Contract), or any other documents or drawings, prepared or in the course of preparation by Contractor (or its subcontractors) in performance of its obligations under this Contract shall be the exclusive property of the State and all such materials shall be delivered into State possession by Contractor upon completion, termination, or cancellation of this Contract. Contractor shall not use, willingly allow, or cause to have such materials used for any purpose other than performance of Contractor's obligations under this Contract without the prior written consent of the State. Notwithstanding the foregoing, the State shall have no proprietary interest in any materials licensed for use by the State that are subject to patent, trademark or copyright protection.

22. **PUBLIC RECORDS.** Pursuant to NRS 239.010, information or documents received from Contractor may be open to public inspection and copying. The State has a legal obligation to disclose such information unless a particular record is made confidential by law or a common law balancing of interests. Contractor may label specific parts of an individual document as a "trade secret" or "confidential" in accordance with NRS 333.333, provided that Contractor thereby agrees to indemnify and defend the State for honoring such a designation. The failure to so label any document that is released by the State shall constitute a complete waiver of any and all claims for damages caused by any release of the records.

23. **CONFIDENTIALITY.** Contractor shall keep confidential all information, in whatever form, produced, prepared, observed or received by Contractor to the extent that such information is confidential by law or otherwise required by this Contract

24. **FEDERAL FUNDING.** In the event federal funds are used for payment of all or part of this Contract:

- a. Contractor certifies, by signing this Contract, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency. This certification is made pursuant to the regulations implementing Executive Order 12549, Debarment and Suspension, 28 C.F.R. pt. 67, § 67.510, as published as pt. VII of the May 26, 1988, Federal Register (pp. 19160-19211), and any relevant program-specific regulations. This provision shall be required of every subcontractor receiving any payment in whole or in part from federal funds.
- b. Contractor and its subcontractors shall comply with all terms, conditions, and requirements of the Americans with Disabilities Act of 1990 (P.L. 101-136), 42 U.S.C. 12101, as amended, and regulations adopted thereunder contained in 28 C.F.R. 26.101-36.999, inclusive, and any relevant program-specific regulations.
- c. Contractor and its subcontractors shall comply with the requirements of the Civil Rights Act of 1964, as amended, the Rehabilitation Act of 1973, P.L. 93-112, as amended, and any relevant program-specific regulations, and shall not discriminate against any employee or offeror for employment because of race, national origin, creed, color, sex, religion, age, disability or handicap condition (including AIDS and AIDS-related conditions.)

25. **LOBBYING.** The parties agree, whether expressly prohibited by federal law, or otherwise, that no funding associated with this contract will be used for any purpose associated with or related to lobbying or influencing or attempting to lobby or influence for any purpose the following:

- a. Any federal, state, county or local agency, legislature, commission, counsel or board;
- b. Any federal, state, county or local legislator, commission member, counsel member, board member, or other elected official; or
- c. Any officer or employee of any federal, state, county or local agency; legislature, commission, counsel or board.

26. **WARRANTIES.**

- a. **General Warranty.** Contractor warrants that all services, deliverables, and/or work product under this Contract shall be completed in a workmanlike manner consistent with standards in the trade, profession, or industry; shall conform to or exceed the specifications set forth in the incorporated attachments; and shall be fit for ordinary use, of good quality, with no material defects.
- b. **System Compliance.** Contractor warrants that any information system application(s) shall not experience abnormally ending and/or invalid and/or incorrect results from the application(s) in the operating and testing of the business of the State.

27. **PROPER AUTHORITY.** The parties hereto represent and warrant that the person executing this Contract on behalf of each party has full power and authority to enter into this Contract. Contractor acknowledges that as required by statute or regulation this Contract is effective only after approval by the State Board of Museums and History and only for the period of time specified in the Contract. Any services performed by Contractor before this Contract is effective or after it ceases to be effective are performed at the sole risk of Contractor.

28. **NOTIFICATION OF UTILIZATION OF CURRENT OR FORMER STATE EMPLOYEES.** Contractor has disclosed to the State all persons that the Contractor will utilize to perform services under this Contract who are Current State Employees or Former State Employees. Contractor will not utilize any of its employees who are Current State Employees or Former State Employees to perform services under this contract without first notifying the Contracting Agency of the identity of such persons and the services that each such person will perform, and receiving from the Contracting Agency approval for the use of such persons.

29. **ASSIGNMENT OF ANTITRUST CLAIMS.** Contractor irrevocably assigns to the State any claim for relief or cause of action which the Contractor now has or which may accrue to the Contractor in the future by reason of any violation of State of Nevada or federal antitrust laws in connection with any goods or services provided to the Contractor for the purpose of carrying out the Contractor's obligations under this Contract, including, at the State's option, the right to control any such litigation on such claim for relief or cause of action. Contractor shall require any subcontractors hired to perform any of Contractor's obligations under this Contract to irrevocably assign to the State, as third party beneficiary, any right, title or interest that has accrued or which may accrue in the future by reason of any violation of state of Nevada or federal antitrust laws in connection with any goods or services provided to the subcontractor for the purpose of carrying out the subcontractor's obligations to the Contractor in pursuance of this Contract, including, at the State's option, the right to control any such litigation on such claim or relief or cause of action.

30. **GOVERNING LAW; JURISDICTION.** This Contract and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada, without giving effect to any principle of conflict of laws that would require the application of the law of any other jurisdiction. The parties consent to the exclusive jurisdiction of the First Judicial District Court, Carson City, Nevada for enforcement of this Contract.

31. **ENTIRE CONTRACT AND MODIFICATION.** This Contract and its integrated attachment(s) constitute the entire agreement of the parties and as such are intended to be the complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Unless an integrated attachment to this Contract specifically displays a mutual intent to amend a particular part of this Contract, general conflicts in language between any such attachment and this Contract shall be construed consistent with the terms of this Contract. Unless otherwise expressly authorized by the terms of this Contract, no modification or amendment to this Contract shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto and approved by the Office of the Attorney General and the State Board of Museums and History.

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be signed and intend to be legally bound thereby.

Authorized Representative, OnCell Systems Inc

Date

Title

Peter Barton, Division of Museums and History

Date

Title

Signature -- Chairman/Board of Museums and History

APPROVED BY BOARD OF MUSEUMS AND HISTORY

Approved as to form by:

On _____
(Date)

Deputy Attorney General for Attorney General

On _____
(Date)



Brian Sandoval
Governor

Claudia Vecchio
Director

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

**Paul Laxalt State Building
401 North Carson Street
Carson City, Nevada 89701
(775) 687-0630 Fax (775) 687-6159**

Peter Barton
Administrator

**SCOPE OF WORK
DIVISION OF MUSEUMS AND HISTORY
VIRTUAL TOURS &
DESCRIPTIVE SMART PHONE "APPS"**

The Division of Museums and History seeks the services of a qualified and experienced vendor who can provide the following services:

- Design, develop, publish, host and support applications for mobile devices either used for download as Native phone applications for Apple and Android platforms or as mobile web apps for multiple platforms.
- These "apps" will be used as enhanced means of visitor engagement (educational tours) at the seven State museums.
- Construction will include a Division overarching site with individual museum choices.
- Individual sites will include virtual tours of exhibit galleries and may be supplemented with additional technology such as incorporation of QR codes or localized "beacons" at specific points of interest. Apps must have the ability to layer content.
- Ability to incorporate "best practices" in the proliferation of tours that address special needs visitors (e.g. hearing or visually impaired) in an effort to improve ADA program compliance.
- Ability to provide real-time "back-end" data analytics in terms of who is using the application and how it is being used.
- Ability to provide and support on-site mobile devices such as iPod touches, pre-loaded with app software for use by special need users.

ATTACHMENT BB
INSURANCE SCHEDULE

INDEMNIFICATION CLAUSE:

Contractor shall indemnify, hold harmless and, not excluding the State's right to participate, defend the State, its officers, officials, agents, and employees (hereinafter referred to as "Indemnatee") from and against all liabilities, claims, actions, damages, losses, and expenses including without limitation reasonable attorneys' fees and costs, (hereinafter referred to collectively as "claims") for bodily injury or personal injury including death, or loss or damage to tangible or intangible property caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of Contractor or any of its owners, officers, directors, agents, employees or subcontractors. This indemnity includes any claim or amount arising out of or recovered under the Workers' Compensation Law or arising out of the failure of such contractor to conform to any federal, state or local law, statute, ordinance, rule, regulation or court decree. It is the specific intention of the parties that the Indemnatee shall, in all instances, except for claims arising solely from the negligent or willful acts or omissions of the Indemnatee, be indemnified by Contractor from and against any and all claims. It is agreed that Contractor will be responsible for primary loss investigation, defense and judgment costs where this indemnification is applicable. In consideration of the award of this contract, the Contractor agrees to waive all rights of subrogation against the State, its officers, officials, agents and employees for losses arising from the work performed by the Contractor for the State.

INSURANCE REQUIREMENTS:

Contractor and subcontractors shall procure and maintain until all of their obligations have been discharged, including any warranty periods under this Contract are satisfied, insurance against claims for injury to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, employees or subcontractors.

The insurance requirements herein are minimum requirements for this Contract and in no way limit the indemnity covenants contained in this Contract. The State in no way warrants that the minimum limits contained herein are sufficient to protect the Contractor from liabilities that might arise out of the performance of the work under this contract by the Contractor, his agents, representatives, employees or subcontractors and Contractor is free to purchase additional insurance as may be determined necessary.

A. **MINIMUM SCOPE AND LIMITS OF INSURANCE:** Contractor shall provide coverage with limits of liability not less than those stated below. An excess liability policy or umbrella liability policy may be used to meet the minimum liability requirements provided that the coverage is written on a "following form" basis.

1. Commercial General Liability – Occurrence Form

Policy shall include bodily injury, property damage and broad form contractual liability coverage.

• General Aggregate	\$2,000,000
• Products – Completed Operations Aggregate	\$1,000,000
• Personal and Advertising Injury	\$1,000,000
• Each Occurrence	\$1,000,000

a. The policy shall be endorsed to include the following additional insured language: "The State of Nevada shall be named as an additional insured with respect to liability arising out of the activities performed by, or on behalf of the Contractor".

2. Automobile Liability - can be waived if contract does not involve use of motor vehicle.

Bodily Injury and Property Damage for any owned, hired, and non-owned vehicles used in the performance of this Contract.

Combined Single Limit (CSL) WAIVED

a. The policy shall be endorsed to include the following additional insured language: "The State of Nevada shall be named as an additional insured with respect to liability arising out of the activities performed by, or on behalf of the Contractor, including automobiles owned, leased, hired or borrowed by the Contractor".

3. Worker's Compensation and Employers' Liability

Workers' Compensation	Statutory
Employers' Liability	
Each Accident	\$100,000
Disease – Each Employee	\$100,000
Disease – Policy Limit	\$500,000

- a. Policy shall contain a waiver of subrogation against the State of Nevada.
- b. This requirement shall not apply when a contractor or subcontractor is exempt under N.R.S., **AND** when such contractor or subcontractor executes the appropriate sole proprietor waiver form.

4. Professional Liability (Errors and Omissions Liability) – service contracts over \$500 thousand and above.

The policy shall cover professional misconduct or lack of ordinary skill for those positions defined in the Scope of Services of this contract.

Each Claim	\$1,000,000
Annual Aggregate	\$2,000,000

- a. In the event that the professional liability insurance required by this Contract is written on a claims-made basis, Contractor warrants that any retroactive date

under the policy shall precede the effective date of this Contract; and that either continuous coverage will be maintained or an extended discovery period will be exercised for a period of two (2) years beginning at the time work under this Contract is completed.

5. Fidelity Bond or Crime Insurance

Bond or Policy Limit

\$WAIVED

- a. The bond or policy shall be issued with limits of 50% of the contract value or \$50,000 - whichever amount is greater.
- b. The bond or policy shall include coverage for all directors, officers, agents and employees of the Contractor.
- c. The bond or policy shall include coverage for third party fidelity and name the State of Nevada as loss payee.
- d. The bond or policy shall include coverage for extended theft and mysterious disappearance.
- e. The bond or policy shall not contain a condition requiring an arrest and conviction.
- f. Policies shall be endorsed to provide coverage for computer crime/fraud.

B. ADDITIONAL INSURANCE REQUIREMENTS: The policies shall include, or be endorsed to include, the following provisions:

1. On insurance policies where the State of Nevada is named as an additional insured, the State of Nevada shall be an additional insured to the full limits of liability purchased by the Contractor even if those limits of liability are in excess of those required by this Contract.
2. The Contractor's insurance coverage shall be primary insurance and non-contributory with respect to all other available sources.

C. NOTICE OF CANCELLATION: Each insurance policy required by the insurance provisions of this Contract shall provide the required coverage and shall not be suspended, voided or canceled except after thirty (30) days prior written notice has been given to the State, except when cancellation is for non-payment of premium, then ten (10) days prior notice may be given. Such notice shall be sent directly to **(State of Nevada Department Representative's Name & Address)**.

D. ACCEPTABILITY OF INSURERS: Insurance is to be placed with insurers duly licensed or authorized to do business in the state of Nevada and with an "A.M. Best" rating of not less than A- VII. The State in no way warrants that the above-required minimum insurer rating is sufficient to protect the Contractor from potential insurer insolvency.

E. VERIFICATION OF COVERAGE: Contractor shall furnish the State with certificates of insurance (ACORD form or equivalent approved by the State) as required by this

Contract. The certificates for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf.

All certificates and any required endorsements are to be received and approved by the State before work commences. Each insurance policy required by this Contract must be in effect at or prior to commencement of work under this Contract and remain in effect for the duration of the project. Failure to maintain the insurance policies as required by this Contract or to provide evidence of renewal is a material breach of contract.

All certificates required by this Contract shall be sent directly to **(State Department Representative's Name and Address)**. The State project/contract number and project description shall be noted on the certificate of insurance. The State reserves the right to require complete, certified copies of all insurance policies required by this Contract at any time. **DO NOT SEND CERTIFICATES OF INSURANCE TO THE STATES RISK MANAGEMENT DIVISION.**

- F. **SUBCONTRACTORS:** Contractors' certificate(s) shall include all subcontractors as additional insureds under its policies or Contractor shall furnish to the State separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to the minimum requirements identified above.
- G. **APPROVAL:** Any modification or variation from the insurance requirements in this Contract shall be made by the Attorney General's Office or the Risk Manager, whose decision shall be final. Such action will not require a formal Contract amendment, but may be made by administrative action.

Independent Contractor's Signature

Date

Title

Signature – State of Nevada

Date

Title



OnCell-TourSphere

1160-D Pittsford-Victor Rd
Pittsford, NY 14534
United States

General
info@oncell.com

<http://www.oncell.com>
<http://www.toursphere.com>

Peter Barton
Nevada State Museum
pbarton@nevadaculture.org
775-687-0626

May 20, 2015

Price Quote – Nevada State Museum

Dear Peter,

Thank you very much for your interest in our products. Based on your discussed needs, we would like to offer the following services and products:

Item #	Item Description	Setup Fee/One-Time Charge	Annual Recurring Cost
1	Web App Pro Includes text, audio, video, images, gallery, Google map, geo alert, image map, list, button, social media, survey, RSS, and mobile giving for creation of mobile web app	\$0	\$4788
2	Native App Bundle Converts your app in the TourSphere Builder to a native app in both Apple's App Store and Google Play.	\$600	\$4,500



OnCell-TourSphere
1160D Pittsford-Victor Rd.
Pittsford, NY 14534
United States

Item #	Item Description	Setup Fee/One-Time Charge	Annual Recurring Cost
3	Custom Design Includes a custom look designed for you reflecting your brand and colors with an initial mockup and 2 changes	\$5,000	\$0
4	QuickStart One of our mobile experts takes your provided content and builds up to a 50 page app for you based on approved mockups with 2 rounds of changes. Additional QuickStart Pages can be added if needed-see pricing schedule in separate email	4500	0
5***	Equipment-Onsite Device Package Estimate Includes 50 iPod touches, charger/sync dock, iPod cases, headphones, branded lanyards, device training-we will provide up to 2-hour training session via phone and or webinar to staff, about how to use the app, the devices and charging stations. (Shipping will be billed separately at cost) Appicare and dedicated MacBook Air to manage devices.	25,578	

Program Totals without Equipment

One Year Total: \$19,388

Two-Year Total: \$27,747.20*

Three-Year Total: \$35,177.60**

Program Totals with Equipment***

One Year Total: \$44,966

Two-Year Total: \$53,325.20*

Three-Year Total: \$60,755.60**

*Two Year Total includes a 5% savings off the Annual Recurring Services with making an upfront lump sum payment.

** Three Year Total includes a 10% savings off the Annual Recurring Services with making an upfront lump sum payment

This price quote is valid until 06-30-15.



OnCell-TourSphere
1160D Pittsford-Victor Rd.
Pittsford, NY 14534
United States

Thank you again for giving us the opportunity for your business. We have been a trusted provider of app solutions for museums, cities, and cultural institutions since 2005 and have established a reputation for quality. We look forward to showing you that it is well deserved.

Sincerely yours,

Melissa Carlisle

Territory Manager

585-419-9844 x118

mcarlisle@toursphere.com

Refers to Agenda item 10A

Division of Museums & History
Fiscal Year 2015
Morgan Stanley Investment Accounts
Summary For Month Ending March 31, 2015

DATE	ACCOUNT	Monthly Statement				Disbursement to Museums								TOTAL
		CASH	MMF	STOCKS	TOTAL	Board Use	NSMHS-LV	NHS	LCM	NSM	Bretzloff Endowment	NSRM	EERDM	
Mar-15	107-101258-040 (BRANDES)	0.00	24,706.15	270,722.58	295,428.73	-104,358.00	18,599.22	67,458.16	109,275.87	45,715.03	0.00	49,917.94	8,462.51	295,428.73
Mar-15	107-044095-040 (AAA)	42,898.79	7,914.07	0.00	50,812.86	-8,009.10	948.09	2,004.24	13,438.53	3,773.42	0.00	19,141.91	4,639.38	50,812.87
Mar-15	107-046543-040 (AAA-WHIV)	0.00	12,592.81	559,916.03	572,508.84	-888.00	40,671.36	74,063.63	137,351.34	25,487.25	229,393.62	39,304.56	19,104.83	572,508.84
Mar-15	107-101258-040 (BSA)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Mar-15	107-101259-040 (BSA-URAA)	0.00	16,283.37	493,632.75	509,916.12	-140,855.61	23,078.07	112,237.16	230,252.54	38,840.74	0.00	87,541.99	19,965.62	509,916.12
Total		\$42,898.79	\$61,496.40	\$1,324,271.36	\$1,428,666.55	-\$254,110.71	\$81,296.73	\$255,763.18	\$490,318.29	\$111,816.44	\$229,393.62	\$195,906.41	\$50,172.34	\$1,428,666.55

Division of Museums & History
Fiscal Year 2015
Morgan Stanley Investment Accounts
Summary For Month Ending April 30, 2015

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
Apr-15	107-101258-040 (BRANDES)	0.00	6,877.03	296,472.92	303,349.95	-104,358.00	17,125.77	69,598.01	112,742.23	45,715.03	0.00	51,501.40	6,687.51	0.00	303,349.95
Apr-15	107-044095-040 (AAA)	42,899.20	7,914.07	0.00	50,813.27	-8,009.10	948.09	2,004.25	13,438.64	3,773.45	0.00	19,142.07	4,639.42	6,867.34	50,813.28
Apr-15	107-046543-040 (AAA-WHIV)	0.00	12,889.11	570,154.04	583,043.15	-888.00	41,419.72	75,428.42	139,878.64	25,956.22	233,614.52	40,027.78	19,456.36	7,263.49	583,043.15
Apr-15	107-101258-040 (BSA)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Apr-15	107-101259-040 (BSA-UMMA)	0.00	20,629.27	483,949.53	504,578.80	-140,855.81	22,836.51	111,062.38	227,842.48	36,455.13	0.00	86,625.69	19,756.64	0.00	504,578.80
Total		\$42,899.20	\$48,309.48	\$1,350,576.49	\$1,441,785.17	-\$254,110.71	\$82,330.09	\$258,091.05	\$493,902.00	\$111,899.83	\$233,614.52	\$197,296.93	\$50,519.92	\$14,130.83	\$1,441,785.17

BERTRAND & ASSOCIATES, LLC
CERTIFIED PUBLIC ACCOUNTANTS
Members American Institute of Certified Public Accountants

777 E. William St Suite 206
Carson City, NV 89701
Tel 775.882.8892
Fax 775.562.2667

October 27, 2014

Division of Museums & History
708 North Curry Street
Carson City, NV 89703

RE: Management and Board recommendations

Dear Board Members:

The following summarizes the audit findings and provides recommendations resulting from the audit of Division of Museums & History (division) for the year ended June 30, 2014.

It is our responsibility to report on the fair presentation of the financial statements in all material respects. Management is responsible for developing and maintaining an effective system of internal accounting controls, keeping the accounting records in good order and for all amounts including the estimates that are presented in the financial statements. Our responsibility as the auditor is to examine, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit involved judgment about the number of transactions to be examined and tested. Because of the concept of reasonable assurance and because we will not perform a detailed examination of all transactions, there is a risk that material errors, fraud, or other illegal acts may exist and not be detected by us.

1 - Communication of control deficiencies or material weakness. - Statement on Auditing Standards (SAS) 112.

Our consideration of internal controls was for the limited purpose of conducting our audit and these limited procedures would not necessarily identify all deficiencies in internal controls that might be significant or material weaknesses.

A control deficiency exists when the design or operation of a control does not allow management or employees in the normal course of performing their assigned duties to prevent or detect misstatements on a timely basis. A *significant deficiency* is a control deficiency or combination of control deficiencies that adversely effects the entity's ability to initiate, authorize, record, process or report financial data reliably in accordance with accounting principles such that there is more than a remote likelihood that a misstatement of the entity's financial statements, that is more than inconsequential, will not be prevented or detected by the entity's internal controls.

A *material weakness* is a significant deficiency or combination of significant deficiencies that results in more than a remote likelihood that a material misstatement of the financial statement will not be detected by the entity's internal controls.

It is important to note that control deficiencies are not necessarily problems you will choose to address. However, they do represent potential risks. Our job as your auditor is to ensure that you understand where deficiencies or weaknesses exist so that you can make informed business decisions on how best to respond to these risks. We did identify certain deficiencies in internal controls that we consider to be significant, though not material, and are discussed below.

2 - Disbursement testing

As part of our procedures, we performed various tests on the expense accounts. As part of our detail transaction testing, we verified that the amounts posted to the financial statements are in agreement with the supporting documentation for selected expenses and the appropriateness of charges to the general ledger accounts. Analytical procedures were also performed on expense accounts to determine if balances were reasonably stated. No exceptions were noted.

3 – Gross profit variances for some museum stores

It was noted that the gross profit percentages for the Nevada Historical Society, Boulder City Railroad Museum and Lost City Museum were unusually high at 96%, 60% and 68% respectively. Based on our analysis and looking at historical inventory levels it appears last year's ending inventory amounts were inaccurate. The affect of that misstatement is reflected in the income statement this year.

4 – Inventory point of sale system

We noted that the point of system is a very sophisticated program and is not user friendly. Support from the vendor was not readily available when we were experiencing problems in generating the needed reports at one of the locations. With recent upgrades in Windows operating systems it appears an upgrade in the Retail Star inventory program will eventually need to be obtained. It appears that the point of sale system is costly to maintain and requires staff and volunteers to have a significant amount of training. Several of the store managers are not comfortable in their knowledge and use of the system.

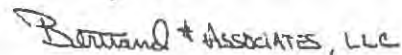
We recommend that the adequacy of the current inventory system to meet the needs of the Division be evaluated. We also recommend that all store managers be trained in the use of the system or any future system that is used and that all stores use the same system and generate the same reports for analysis. It may be helpful to designate one individual who is familiar with the system to oversee that all store managers are trained and have a high level of comfort in using the system.

The annual financial reports and understanding for management is that the system reports inventory on the first in first out (FIFO) basis, however, it appears reports are calculated using the average cost basis. Average cost basis is more complex and more difficult to test the calculation. It is a system more common to very large retail enterprises but not smaller enterprises such as the museum stores. We assessed that for purposes of the financial statements that there would not be material differences if FIFO was in fact used. However, we recommend that the inventory system provide FIFO reports as has been the policy of management.

Summary

The only significant recommendation was the result of a faulty long standing procedure. Management has performed well in its oversight of the reporting of the accounting results. Accounting records appeared to be in very good order and the staff was very helpful throughout the audit. If you have any questions, please do not hesitate to contact me.

Sincerely,



Bertrand & Associates, LLC

**DIVISION OF MUSEUMS AND HISTORY
BOARD PROPOSED ADMISSION FEES AND FREE ADMISSION DAYS
SFY 2016**

6/1/2015

refers to Agenda item 11

Museums

	BOARD APPROVED SFY 2015	BOARD PROPOSED SFY 2016	SFY 2016 Children
	Adults (18 and over)	Adults (18 and older)	(17 and under) ¹
Nevada State Museum - Carson City ⁷	\$8.00	\$8.00	Free
Nevada State Railroad Museum - Carson City	\$6.00	\$6.00	Free
Nevada State Railroad Museum - EERDM	See Note 3	See Note 3	Free
Nevada Historical Society: Exhibit Galleries	\$5.00	\$5.00	Free
Nevada State Museum - Las Vegas ²	See Note 2	See Note 2	Free
Lost City Museum	\$5.00	\$5.00	Free

Museums are open a minimum of five days per week; the schedule varies by location. Days of service were chosen so as to respect historical trends for best attendance days with available staff.

FREE ADMISSION DAYS

	<u>May</u>		<u>July</u>	<u>September</u>	<u>October</u>		<u>December</u>	
	International Museum Day	Archaeological Week (1 day)	Family Fun Day	Smithsonian Day ⁵	Nevada Day ⁴	Santa Train Weekend	History for the Holidays	Holiday Open House
Nevada State Museum - Carson City	X	N/A	N/A	X	X	N/A	N/A	N/A
Nevada State Railroad Museum - Carson City ⁶	X	N/A	N/A	X	X	N/A	N/A	N/A
Nevada State Railroad Museum, Boulder City ⁶	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Nevada State Railroad Museum - EERDM	N/A	N/A	N/A	N/A	X	N/A	N/A	N/A
Nevada Historical Society	X	N/A	N/A	N/A	X	N/A	X	N/A
Nevada State Museum, Las Vegas	X	N/A	N/A	N/A	X	N/A	N/A	N/A
Lost City Museum	X	N/A	N/A	X	X	N/A	N/A	X

Schedule effective July 1, 2015

NOTES

¹ Children under the age of 18 must be admitted to museums without charge per NRS 381.0045(2).

² Fees are collected by LVSP with revenue transfer based on 10% of the sale of adult admissions sold by the LVSP on days the State museum is open with a guarantee of \$53,172 annually. Visitation in excess of the base guarantee of \$53,172 will result in the transfer of an additional 10% of all such admissions.

³ Fees are collected by the White Pine Historical Railroad Foundation per terms of a contract negotiated by the parties and approved by the Nevada Board of Examiners. The contract guarantees payment of \$3,500 per year with an additional \$2.00 per person over a base number of 700 paid admissions.

⁴ Nevada Day is celebrated in 2015 on Friday, October 30th. Museums statewide will offer FREE admission on Friday the 30th. On account of the Nevada Day parade in Carson City on Saturday, October 31st, the Nevada State Museum, Carson City, and the Nevada State Railroad Museum, Carson City, will offer two free admission days; October 30th and 31st.

⁵ FREE admission only with coupon from Smithsonian magazine at participating museums.

⁶ Train Rides fares are not offered "FREE."

⁷ Reduced 1/2 price (\$4.00) adult admission for annual Coin Show; August 21-22, 2015.

**NEVADA STATE RAILROAD MUSEUMS
BOARD PROPOSED TRAIN RIDE AND RELATED FEES
SFY 2016**

Refers to Agenda item 12

6/1/2015

Rate Category	NSRM-CC: 2015	BOARD PROPOSED SFY 2016	NSRM - BC: 2015	BOARD PROPOSED SFY 2016
Museum Admission				
Adult	\$6.00	\$6.00	N/A	N/A
Children (under 18) (NRS 381.0045(2))	No Charge	No Charge	N/A	N/A
Steam Train				
Adult (age 12 and older)	\$8.00	\$8.00	N/A	N/A
Children (4-11)	\$4.00	\$4.00	N/A	N/A
Children (3 and younger)	No Charge	No Charge	N/A	N/A
Steam Train 2-hour rental when open	\$1,800.00	\$1,800.00	N/A	N/A
Steam Train 2-hour rental when closed	\$3,000.00	\$3,000.00	N/A	N/A
Edwards Motor Car				
Adult (age 12 and older)	\$4.00	\$4.00	N/A	N/A
Children (4-11)	\$2.00	\$2.00	N/A	N/A
Children (3 and younger)	No Charge	No Charge	N/A	N/A
School Groups (Adult Chaperones)	\$2.00	\$2.00	N/A	N/A
School Groups (Students)	\$1.00	\$1.00	N/A	N/A
Edwards motor car 2-hr rental when open (excludes McKeen car)	\$300.00	\$300.00	N/A	N/A
Edwards motor car 2-hr rental when closed (excludes McKeen car)	\$400.00	\$400.00	N/A	N/A
McKeen Motor Car				
Adult (age 12 and older)	\$8.00	\$8.00	N/A	N/A
Children (4-11)	\$4.00	\$4.00	N/A	N/A
Children (3 and younger)	No Charge	No Charge	N/A	N/A
McKeen motor car 2-hr rental	\$1,800.00	\$1,800.00	N/A	N/A
Hand Car (off-site for up to 4 hours)				
For-profit	\$75.00	\$75.00	N/A	N/A
Non-profit	\$45.00	\$45.00	N/A	N/A
Nevada Southern Railway				
Adults (age 12 and older)	N/A	N/A	\$10.00	\$10.00
Children (4-11)	N/A	N/A	\$5.00	\$5.00
Children (3 and younger)	N/A	N/A	No Charge	No Charge
Military	N/A	N/A	\$10.00	\$10.00
School Field Trips (Mon-Fri) (per person)	N/A	N/A	\$5.00 student & teacher/adult	\$5.00 student & teacher/adult
Groups	N/A	N/A	\$7.00 (15 or more)	\$7.00 (15 or more)
"Engineer for an Hour" (CC-steam only program - 2 hours min)	\$500.00	\$500.00	\$250.00	\$250.00
Locomotive Cab Rides	\$25.00	\$25.00	\$35.00	\$35.00
Dining Car Rental	N/A	N/A	\$500.00	\$500.00
Special Events				
Santa Train - December	\$3.00 per seat	\$5.00 per seat	\$5.00 per seat	\$6.00 per seat
Armed Forces Day - May	N/A	N/A	N/A	N/A
Memorial Day - May	N/A	N/A	N/A	N/A
Mother's Day/Father's Day Discount	N/A	N/A	N/A	N/A

Rates effective July 1, 2015



BRIAN SANDOVAL
Governor

Claudia Vecchio
Director

STATE OF NEVADA
DEPARTMENT OF TOURISM
& CULTURAL AFFAIRS
Division of Museums & History

NEVADA STATE MUSEUM

600 North Carson Street
Carson City, Nevada 89701-4004
(775) 687-4810 Fax (775) 687-4168
www.nevadaculture.org

Peter Barton
Administrator

Jim Barmore
Museum Director

Refers to Agenda item
15C1

Memo

Date: May 22, 2015

To: Robert Stoldal, Chairman
Board of Museums & History

From: Jim Barmore, Director
Nevada State Museum – Carson City

A handwritten signature in black ink, appearing to read "Jim Barmore".

Re: New Restricted Donation

The Nevada State Museum, Carson City, has received \$3,500.00 from ASM Affiliates for the museum's Collection Care Fund. These funds will be held in the State Treasurer's Office and expended out of B/A 5036, Category 55.

Approval: _____
Chairman, Board of Museums & History

_____ Date



STATE OF NEVADA
DEPARTMENT OF CULTURAL AFFAIRS
Division of Museums & History
NEVADA STATE MUSEUM

BRIAN SANDOVAL
Governor

Claudia Vecchio
Director

600 North Carson Street
Carson City, Nevada 89701-4004
(775) 687-4810 Fax (775) 687-4168
www.nevadaculture.org

Peter Barton
Administrator

Jim Barmore
Museum Director

March 24, 2015

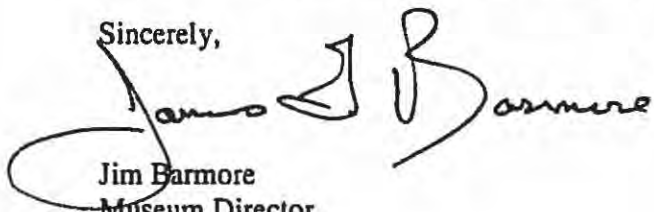
Ms. Dayna Giambastiani
ASM Affiliates
10 State St.
Reno, NV 89501

Dear Ms. Giambastiani:

On behalf of the Nevada State Museum and the Board of Museums and History I wish to thank ASM Affiliates for the generous donation of \$3,500.00 made to the Nevada State Museum's Collection Care Fund.

This gift supports the museum's role in preserving and celebrating Nevada's natural and cultural heritage and will serve to enrich the lives of many. Thank you again.

Sincerely,


Jim Barmore
Museum Director

Thanks for your support!



**STATE OF NEVADA
DEPARTMENT OF TOURISM
& CULTURAL AFFAIRS
Division of Museums & History**

NEVADA STATE MUSEUM

BRIAN SANDOVAL
Governor

Claudia Vecchio
Director

600 North Carson Street
Carson City, Nevada 89701-4004
(775) 687-4810 Fax (775) 687-4168
www.nevadaculture.org

Peter Barton
Administrator

Jim Barmore
Museum Director

Memo

March 24, 2015

To: Dayna Giambastiani
From: Jim Barmore, Museum Director, Nevada State Museum
Re: \$3,500.00 Donation

ASM Affiliates donates \$3,500.00 for the Nevada State Museum's Collections Care Fund.

The Nevada State Museum gratefully acknowledges receipt of this gift for the purposes stated above. Thank you for your support!

A handwritten signature in black ink, appearing to read "Dayna Giambastiani", written over a horizontal line.

Dayna Giambastiani

3-25-15

Date

A handwritten signature in black ink, appearing to read "Jim Barmore", written over a horizontal line. The signature is circled in blue ink.

Jim Barmore, Museum Director, Nevada State Museum

3-24-15

Date

Please return one copy to the Nevada State Museum and retain the other copy for your records.



STATE OF NEVADA
DEPARTMENT OF TOURISM
& CULTURAL AFFAIRS
Division of Museums & History

Refers to Agenda
item 15C2

NEVADA STATE MUSEUM

BRIAN SANDOVAL
Governor

Claudia Vecchio
Director

600 North Carson Street
Carson City, Nevada 89701-4004
(775) 687-4810 Fax (775) 687-4168
www.nevadaculture.org

Peter Barton
Administrator

Jim Barmore
Museum Director

Memo

Date: May 22, 2015

To: Robert Stoldal, Chairman
Board of Museums & History

From: Jim Barmore, Director
Nevada State Museum – Carson City

A handwritten signature in black ink that reads "Jim Barmore".

Re: New Restricted Donation

The Nevada State Museum, Carson City, has received \$1,000.00 from Cora Johnson for the museum's Education Fund. These funds will be held in the State Treasurer's Office and expended out of B/A 5036, Category 55.

Approval: _____
Chairman, Board of Museums & History

_____ Date



STATE OF NEVADA
DEPARTMENT OF CULTURAL AFFAIRS
Division of Museums & History
NEVADA STATE MUSEUM

BRIAN SANDOVAL
Governor

Claudia Vecchio
Director

600 North Carson Street
Carson City, Nevada 89701-4004
(775) 687-4810 Fax (775) 687-4168
www.nevadaculture.org

Peter Barton
Administrator

Jim Barmore
Museum Director

March 18, 2015

Cora Johnson
1175 Agua Caliente Ct.
Minden, NV 89423-8865

Dear Cora:

On behalf of the Nevada State Museum and the Board of Museums and History I wish to thank you for the generous donation of \$1,000.00 made to the Nevada State Museum's Education Fund.

This gift supports the museum's role in preserving and celebrating Nevada's natural and cultural heritage and will serve to enrich the lives of many. Thank you again.

Sincerely,

A handwritten signature in black ink, appearing to read "Jim Barmore", written over a large, stylized circular flourish.

Jim Barmore
Museum Director



**STATE OF NEVADA
DEPARTMENT OF TOURISM
& CULTURAL AFFAIRS**

Division of Museums & History

NEVADA STATE MUSEUM

BRIAN SANDOVAL
Governor

Claudia Vecchio
Director

600 North Carson Street
Carson City, Nevada 89701-4004
(775) 687-4810 Fax (775) 687-4168
www.nevadaculture.org

Peter Barton
Administrator

Jim Barmore
Museum Director

Memo

March 18, 2015

To: Cora Johnson
From: Jim Barmore, Museum Director, Nevada State Museum
Re: \$1,000 Donation

Cora Johnson donates \$1,000 for the Nevada State Museum's Education Fund.

The Nevada State Museum gratefully acknowledges receipt of this gift for the purposes stated above. Thank you for your support!


Cora Johnson

3-27-15
Date


Jim Barmore, Museum Director, Nevada State Museum

3-20-15
Date

Please return one copy to the Nevada State Museum and retain the other copy for your records.



**STATE OF NEVADA
DEPARTMENT OF TOURISM
& CULTURAL AFFAIRS
Division of Museums & History**

refers to Agenda item
15C3

BRIAN SANDOVAL
Governor

Claudia Vecchio
Director

NEVADA STATE MUSEUM

600 North Carson Street
Carson City, Nevada 89701-4004
(775) 687-4810 Fax (775) 687-4168
www.nevadaculture.org

Peter Barton
Administrator

Jim Barmore
Museum Director

Memo

Date: May 22, 2015
To: Robert Stoldal, Chairman
Board of Museums & History
From: Jim Barmore, Director
Nevada State Museum – Carson City
Re: New Restricted Donation

A handwritten signature in cursive script, appearing to read "Jim Barmore".

The Nevada State Museum, Carson City, has received \$1,000.00 from Hazel Woodgate for the museum's Hazel Woodgate History Fund. These funds will be held in the State Treasurer's Office and expended out of B/A 5036, Category 55.

Approval: _____
Chairman, Board of Museums & History

_____ Date



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Peter Barton
Administrator

Jim Barmore
Museum Director

May 20, 2015


Hazel Woodgate
1111 W. College Pkwy #227
Carson City, NV 89703

Dear Ms. Woodgate:

On behalf of the Nevada State Museum and the Board of Museums and History I wish to thank you for the generous donation of \$1,000 made to the Nevada State Museum's Hazel Woodgate History Fund.

This gift supports the museum's role in preserving and celebrating Nevada's natural and cultural heritage and will serve to enrich the lives of many. Thank you again.

Sincerely,


Jim Barmore
Museum Director

*Thanks for your
continuing support!*