



**REPORT TO THE
 BOARD OF MUSEUMS AND HISTORY
 SEPTEMBER 27, 2018**

I. Private Funds Budget Summary

| Private Funds Budget Summary B/A #5035 | | | | |
|---|----------------|---------------------|-----------------------------|--------------------------------|
| State Fiscal Year 2018 | | | | |
| | GL/Cat# | Total Budget | Year to Date Actuals | Percentage Year to Date |
| Cash From Prev Fiscal Year Unrestricted | 2511 | 137,965 | 137,965 | 100.00% |
| Cash From Prev Fiscal Year Restricted | 2511 | 1,100,920 | 1,100,920 | 100.00% |
| Cash Bal Fwd New Fiscal Year Unrestricted | 2512 | -171,807 | -171,807 | 100.00% |
| Cash Bal Fwd New Fiscal Year Restricted | 2512 | -711,637 | -711,637 | 100.00% |
| <u>Comparison of Revenues Budgeted/ Received:</u> | | | | |
| Memberships* | 4008 | 17,111 | 25,010 | 146.16% |
| Photograph Sales | 4010 | 8,902 | 8,989 | 100.97% |
| Printing Sales | 4011 | 1,512 | 1,265 | 83.69% |
| Merchandise Sales* | 4025 | 15,476 | 14,907 | 96.32% |
| Gifts & Donations | 4251 | 3,278 | 1,745 | 53.24% |
| Private Grants | 4265 | 1,074,764 | 22,224 | 2.07% |
| Treasurer's Interest | 4326 | 1,663 | 12,082 | 726.52% |
| Trans From Museums (Quarterly Fees) | 4665 | 28,260 | 19,440 | 68.79% |
| Total Revenues Received: | | \$1,150,966 | \$105,662 | 9.18% |
| <u>Comparison of Expenditures Budgeted/Expended:</u> | | | | |
| Administration | 35 | 45,108 | 24,205 | 53.66% |
| NHS Quarterly | 37 | 14,337 | 9,495 | 66.23% |
| Museum Store* | 41 | 12,991 | 12,961 | 99.77% |
| Collection Storage Project | 45 | 27,937 | 2,642 | 9.46% |
| Board Appr Special Projects | 48 | 111,852 | 431 | 0.39% |
| Photo | 49 | 1,942 | 527 | 27.15% |
| Special Projects (Restricted) | 55 | 2,175,684 | 401,685 | 18.46% |
| Total Expenditures: | | \$2,389,851 | \$451,946 | 18.91% |

A large donation from the Tacchino Trust, anticipated in SFY 2018 will be received in SFY 2019. The above figures reflect the fourth quarter of fiscal year 2018 revenues and expenditures as of June 30, 2018.

* Further detail available in the below identified sections.

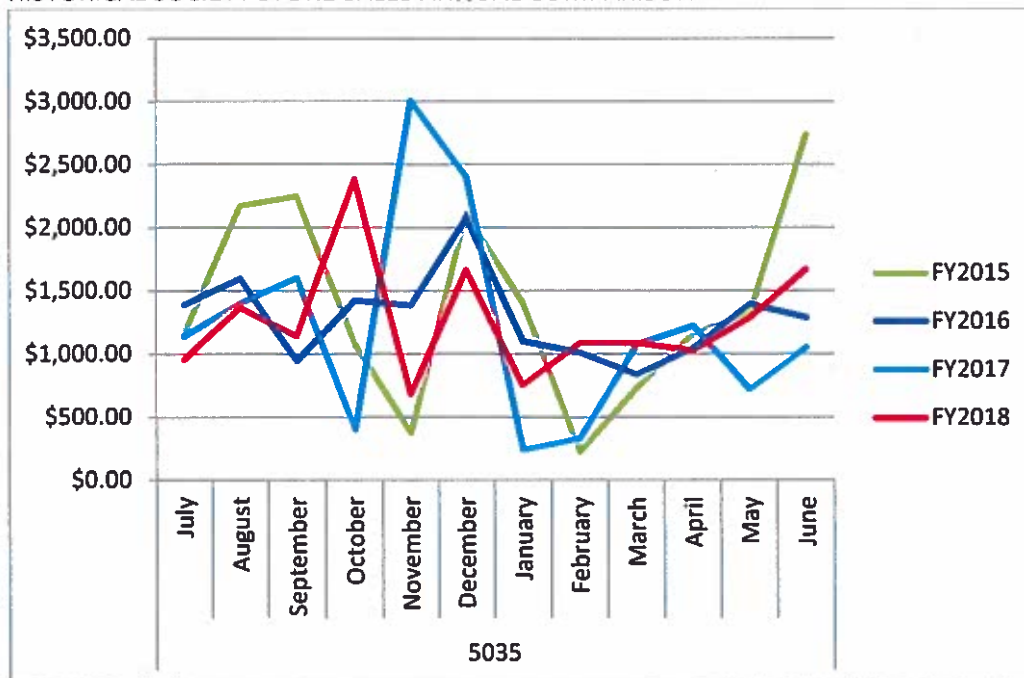
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II. Museum Store Sales

| | | | | | | | | | | | | | |
|--------------|-------|-------|-------|--------|-------|-------|--------|--------|--------|--------|--------|--------|--------|
| FY 18 | 956 | 1,368 | 1,143 | 2,382 | 682 | 1,661 | 752 | 1,085 | 1,087 | 1,026 | 1,283 | 1,671 | 15,096 |
| FY 17 | 1,138 | 1,398 | 1,602 | 401 | 3,004 | 2,398 | 239 | 330 | 1,074 | 1,220 | 717 | 1,050 | 14,570 |
| FY 16 | 1,388 | 1,596 | 944 | 1,425 | 1,383 | 2,074 | 1,099 | 1,007 | 835 | 1,044 | 1,394 | 1,287 | 15,476 |
| FY 15 | 1,194 | 1,938 | 2,578 | 934 | 373 | 2,104 | 2,072 | 1,509 | -912 | 1,123 | 1,158 | 2,621 | 16,693 |
| 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 |
| YTD | 956 | 2,324 | 3,467 | 5,849 | 6,531 | 8,192 | 8,945 | 10,029 | 11,116 | 12,142 | 13,425 | 15,096 | 15,096 |
| YTD Comp | 84.0% | 91.7% | 83.8% | 128.9% | 86.6% | 82.4% | 87.9% | 95.4% | 96.0% | 94.8% | 99.3% | 103.6% | |
| Monthly Comp | 84.0% | 97.9% | 71.3% | 593.7% | 22.7% | 69.3% | 314.5% | 328.8% | 101.2% | 84.1% | 179.0% | 159.1% | |

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.

HISTORICAL SOCIETY STORE SALES ANNUAL COMPARISON



Museum Store Sales Narrative:

Sales in the museum store reflect five days of operation, Tuesday through Saturday. Our store is primarily staffed by docents with Dorothy Nell Barry's duties split between the store, admissions, memberships, and administrative duties. Our store foot traffic is augmented during our special exhibits and programs. The store is the main location for our public lectures, and it is open after hours during our American Gaming Archive lecture series and

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Writers' Wednesday lecture series, and where appropriate, the store sells the featured authors' books.

The store's focus is primarily books, as we are known for our outstanding Nevada related book selection. Another top seller is jewelry made from Nevada stones. The Fenwick photographs and gaming materials for sale are donated by our supporters and benefit the NHS operations. Report reflects activity through June 30, 2018.

III. Museum Revenue and Expenditure Chart

Museum Store Profit and Loss Chart

| FY2018 | Revenues | | Expenditures | | Total Expenditure | Net Profit (Loss) | % Net Profit (Loss) |
|-------------------|---------------|---------------|--------------|--------------|-------------------|-------------------|---------------------|
| | | Merchandise | Personnel | Oper/Other | | | |
| July | 956 | - | - | - | - | 956 | 100.0% |
| August | 1,368 | 730 | - | 223 | 953 | 415 | 30.3% |
| September | 1,143 | 992 | - | 1,636 | 2,628 | (1,485) | (129.9%) |
| October | 2,382 | 529 | - | 44 | 573 | 1,809 | 75.9% |
| November | 682 | 375 | - | 800 | 1,175 | (493) | (72.2%) |
| December | 1,661 | 1,741 | - | 113 | 1,854 | (193) | (11.6%) |
| January | 752 | 2,665 | - | 92 | 2,757 | (2,005) | (266.6%) |
| February | 1,085 | 485 | - | 41 | 527 | 558 | 51.4% |
| March | 1,087 | 861 | - | 159 | 1,020 | 67 | 6.1% |
| April | 1,026 | - | - | 39 | 39 | 987 | 96.2% |
| May | 1,283 | 205 | - | 40 | 245 | 1,038 | 80.9% |
| June | 1,671 | 1,052 | - | 139 | 1,191 | 480 | 28.7% |
| FY18 Total | 15,096 | 9,635 | - | 3,326 | 12,961 | 2,135 | 14.1% |
| FY17 Total | 14,570 | 5,271 | - | 2,584 | 7,856 | 6,715 | 46.1% |
| FY16 Total | 15,476 | 10,389 | - | 2,367 | 12,756 | 2,720 | 17.6% |
| FY15 Total | 16,693 | 4,439 | 765 | 2,650 | 7,854 | 8,839 | 53.0% |
| FY14 Total | 22,092 | 12,375 | - | 1,847 | 14,222 | 7,870 | 35.6% |

Museum Store Revenue and Expenditure Narrative:

This section accounts for revenues and expenditures through June 30, 2018, with a comfortable profit margin of 14%. We continue to evaluate store sales and will only purchase top sellers, primarily books.

Dorothy Barry began an Author Meet and Greet evening event to promote the NHS Museum Store book selections. She is now scheduling the Writers' Wednesday Series authors to better coordinate new book sales with their authors.

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IV. Membership Program

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

| Membership | <u>July - Sep</u> | | <u>Oct - Dec</u> | | <u>Jan - Mar</u> | | <u>April - June</u> | | <u>TOTAL</u> | |
|----------------------|-------------------|--------------|------------------|--------------|------------------|--------------|---------------------|--------------|--------------|--------------|
| Categories | <u>New</u> | <u>Renew</u> | <u>New</u> | <u>Renew</u> | <u>New</u> | <u>Renew</u> | <u>New</u> | <u>Renew</u> | <u>New</u> | <u>Renew</u> |
| Individual | 46 | 0 | 6 | 77 | 3 | 65 | 11 | 38 | 66 | 312 |
| Family | 20 | 0 | 4 | 23 | 3 | 23 | 5 | 17 | 32 | 127 |
| Sustaining | 6 | 0 | 1 | 14 | 1 | 9 | 1 | 9 | 9 | 50 |
| Contributing | 6 | 0 | 0 | 0 | 0 | 1 | 0 | 1 | 6 | 14 |
| Patron | 1 | 0 | 0 | 0 | 0 | 2 | 0 | 1 | 1 | 5 |
| Benefactor | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 1 |
| Senior | 16 | 0 | 3 | 18 | 5 | 5 | 13 | 12 | 37 | 109 |
| FY 18 | 95 | 0 | 14 | 132 | 12 | 105 | 30 | 79 | 151 | 316 |
| FY 17 | 147 | 0 | 178 | 0 | 128 | 0 | 128 | 0 | 581 | 0 |
| FY 16 | 99 | 0 | 188 | 0 | 159 | 0 | 52 | 0 | 498 | 0 |
| FY 15 | 86 | 0 | 175 | 0 | 97 | 0 | 133 | 0 | 491 | 0 |
| FY 14 | 67 | 0 | 143 | 0 | 122 | 0 | 89 | 0 | 421 | 0 |
| YTD | 95 | 0 | 14 | 132 | 12 | 105 | 30 | 79 | 151 | 316 |
| YTD Comparison | 64.63% | #DIV/0! | 33.54% | 0.00% | 26.71% | #DIV/0! | 25.99% | 23725.00% | | |
| Quarterly Comparison | 64.63% | 0.00% | 7.87% | #DIV/0! | 9.38% | #DIV/0! | 23.44% | #DIV/0! | | |

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

Quarterly Comparison compares the current quarter of the current year against the same quarter in the previous year.

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Membership Sales

Membership sales 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 18 | 640 | 2,595 | 910 | 2,100 | 1,885 | 3,940 | 1,610 | 3,215 | 2,395 | 1,215 | 2,550 | 1,955 | 25,010 |
| FY 17 | 750 | 2,520 | 1,081 | 2,535 | 1,345 | 3,925 | 2,225 | 2,420 | 2,955 | 2,360 | 770 | 1,700 | 24,586 |
| FY 16 | 950 | 1,315 | 910 | 1,155 | 3,925 | 3,775 | 2,110 | 3,410 | 1,725 | 2,260 | 940 | 1,625 | 24,100 |
| FY 15 | 1,020 | 1,505 | 1,410 | 2,180 | 765 | 5,535 | 1,660 | 1,245 | 1,235 | 2,715 | 2,780 | 1,655 | 23,705 |
| FY 14 | 840 | 1,605 | 630 | 2,175 | 1,735 | 2,634 | 1,785 | 1,580 | 2,110 | 2,705 | 2,030 | 1,145 | 20,974 |
| YTD | 640 | 3,235 | 4,145 | 6,245 | 8,130 | 12,070 | 13,680 | 16,895 | 19,290 | 20,505 | 23,055 | 25,010 | 25,010 |
| YTD Comparison | 85.33% | 98.93% | 95.27% | 90.69% | 98.77% | 99.29% | 95.13% | 100.56% | 97.64% | 92.72% | 100.74% | 101.72% | |
| Monthly Comparison | 85.33% | 102.98% | 84.18% | 82.84% | 140.15% | 100.38% | 72.36% | 132.85% | 81.05% | 51.48% | 331.17% | 115.00% | |

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 Program Narrative:

In addition to the above categories we also have Institutional members (3 renewals no new). This reflects memberships through June 30, 2018.

V. Museum Attendance Figures

Attendance chart comparison against four previous fiscal years.

| | <u>July</u> | <u>Aug</u> | <u>Sept</u> | <u>Oct</u> | <u>Nov</u> | <u>Dec</u> | <u>Jan</u> | <u>Feb</u> | <u>Mar</u> | <u>Apr</u> | <u>May</u> | <u>June</u> | <u>TOTAL</u> |
|---------------------------|-------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| FY 18 | 640 | 2,765 | 740 | 440 | 331 | 462 | 382 | 743 | 666 | 520 | 764 | 298 | 8,751 |
| FY 17 | 2,244 | 1,459 | 1,240 | 1,555 | 1,992 | 1,660 | 257 | 220 | 587 | 578 | 693 | 718 | 13,203 |
| FY 16 | 1,994 | 1,507 | 1,620 | 1,791 | 1,659 | 1,531 | 1,492 | 1,637 | 1,337 | 1,785 | 2,091 | 1,551 | 19,995 |
| FY 15 | 2,352 | 1,432 | 1,597 | 1,928 | 1,554 | 1,698 | 1,642 | 1,774 | 1,734 | 1,746 | 1,889 | 1,910 | 21,256 |
| 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 |
| YTD | 640 | 3,405 | 4,145 | 4,585 | 4,916 | 5,378 | 5,760 | 6,503 | 7,169 | 7,689 | 8,453 | 8,751 | 8,751 |
| YTD Comparison | 28.5% | 92% | 84% | 71% | 58% | 53% | 55% | 61% | 64% | 65% | 68% | 66% | |
| Monthly Comparison | 28.5% | 189.5% | 59.7% | 28.3% | 16.6% | 27.8% | 148.6% | 337.7% | 113.5% | 90.0% | 110.2% | 41.5% | |

Museum Attendance Narrative:

The NHS continues to evaluate attendance figures more accurately using the POS system instead of the door counter, including 2 fields to better track our school tour numbers. Dorothy Barry created barcodes that are scanned with a \$0 charge to ensure we are capturing data only. Visitor signifies the person is not a member of any of the DMH museums. The barcodes are: visitor adult, visitor child, member adult, member child, library member, library visitor, store member, store visitor, tour chaperon, tour children, student

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(college). We captured data for school tour visits as tour child and tour chaperone- these are separate from adult and children visitors outside of school tours.

The breakdown of visitors to NHS in April is: 87 visitor adult, 17 visitor child, 59 member adult, 0 member child, 28 library member, 61 library visitor, 0 store member, 2 store visitor, 40 tour chaperone, 166 tour children, and 60 college students.

The breakdown of visitors to NHS in May is: 271 visitor adult, 55 visitor child, 27 member adult, 0 member child, 38 library member, 83 library visitor, 0 store member, 4 store visitor, 30 tour chaperone, 236 tour children, and 20 college students.

The breakdown of visitors to NHS in June is: 150 visitor adult, 9 visitor child, 24 member adult, 0 member child, 32 library member, 64 library visitor, 3 store member, 14 store visitor, 0 tour chaperone, 0 tour children, and 2 college students.

This reflects attendance through June 30, 2018.

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 18 | 616 | 660 | 460 | 515 | 635 | 340 | 365 | 475 | 520 | 545 | 655 | 740 | 6,526 |
| FY 17 | 810 | 710 | 655 | 400 | 357 | 375 | 400 | 285 | 735 | 495 | 710 | 625 | 6,557 |
| FY 16 | 467 | 509 | 469 | 470 | 811 | 330 | 905 | 640 | 655 | 610 | 415 | 695 | 6,976 |
| FY 15 | 571 | 694 | 674 | 680 | 357 | 281 | 606 | 496 | 509 | 750 | 481 | 883 | 6,983 |
| FY 14 | 347 | 652 | 310 | 400 | 444 | 240 | 528 | 483 | 537 | 524 | 648.19 | 648.39 | 5,762 |
| YTD | 616 | 1,276 | 1,736 | 2,251 | 2,886 | 3,226 | 3,591 | 4,066 | 4,586 | 5,131 | 5,786 | 6,526 | 6,526 |
| YTD Comparison | 76.05% | 83.9% | 79.8% | 87.4% | 98.4% | 97.6% | 96.9% | 101.9% | 97.0% | 98.3% | 97.5% | 99.5% | |
| Monthly Comparison | 76.05% | 92.96% | 70.23% | 128.75% | 177.87% | 90.67% | 91.25% | 166.67% | 70.75% | 110.10% | 92.25% | 118.40% | |

Museum Receipts Figures Narrative:

During this quarter our special exhibit *Nevada Families in Focus: the Currys and the Mayers* was taken down, and parts of the Reno Gallery were deinstalled in anticipation of the Reno Gallery Reinstallation and the Reno Philharmonic Exhibit. We installed a Hans Meyer-Kassel exhibit of archival material from our Hans Meyer-Kassel collection donated by Bill Brooks and six Native American Paintings and Pastels lent to the NHS by an anonymous benefactor. This reflects attendance receipts through June 30, 2018.

VII. Fundraising Activities

- Staff and docents participated in the three Reno Aces Education Days held at the Greater Nevada Field. We set up a tent, NHS handouts, Nevada baseball related history photos and quizzes. We received the proceeds from a Reno Aces jersey auction, and the Aces donated a Reno 150 Aces jersey to the collections.

We had a PR event at the NHS when the Aces and the mascot Archie present the check for \$3822.45.

VIII. General Activities

New and upcoming Events

- We installed a Hans Meyer-Kassel exhibit of archival material from our Hans Meyer-Kassel collection donated by Bill Brooks and six Native American Paintings and Pastels lent to the NHS by an anonymous benefactor. The anonymous benefactor refused to have the pieces shown in the NMA Meyer-Kassel exhibit, so this was quite an honor for the NHS.
- We have an NMH major donor opening event for the NHS Meyer-Kassel exhibit.
- We had our second American Gaming Archives (AGA) occasional lecture series with Neal Cobb hosted by Dr. Michael Fischer. We ask people with relevance to Gaming History, local and nationwide, to have an informal "fireside" chat. We digitally recorded the event and archived it as part of our AGA collections. This evening lecture was extremely well attended and received.
- We had our third of four Reno Living History project days, funded in part by a Nevada Humanities Grant.
- NHS is continued its work on the Reno Philharmonic exhibit to celebrate Reno Phil's 50th anniversary.
- Guy Clifton recorded a live Reno History Facebook event hosted by our dedicated UNR History major volunteer Lauren Voorhies. Lauren volunteers every Wednesday for 3 hours doing research for the Reno Room and Reno Philharmonic exhibits.
- We hosted the Discover Your Nevada press conference in the Reno Room.
 - The Nevada Division of Tourism (Travel Nevada) and the Nevada Department of Education announced the winner of the Discover Your Nevada student essay contest for Nevada eighth-graders, Nadia Hill from Eagle Valley Middle School in Carson City.
 - Attendees also had the opportunity to "Discover Your Nevada" by taking a virtual reality tour of the Silver State through an immersive, 360-degree video before and after the press conference.
 - Attendees and the press learned how the Division of Museums is making it easier for students to discover Nevada through the school transportation reimbursement program.
- We hosted our Annual Chip Dig, a gaming collector's event with vendors and gaming enthusiasts.
- We participated in UNR's Day at the Museum Event.

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- Shery had a radio interview hosted by the Senior Spectrum magazine.
- Shery, Howard Herz, and Catherine were interviewed for a feature article in the *Reno News and Review*.
- Catherine participated in a Digital Humanities workshop at UNR.

Daily Operations

- We interview candidates for the Education Curator position (Curator 2).
- Research questions
 - Library Staff responded to 3 mail requests, 78 email requests and 100 phone requests. Each request averages between 15 minutes to 2 hours. There were a total of 323 in person researchers.
 - Catherine responded directly to 10 email research requests and 4 telephone requests, and 3 in person requests.
 - Christine responded to 45 email research requests and 40 telephone requests, and 13 in person requests.
 - Shery responded to 13 in requests.
- Photo requests and cataloging
 - Catherine, Shery, Michael and Karalea (the Library Staff), and docents process the photo requests, research, and orders.
 - During this quarter we processed 39 photo orders.
 - Catherine and Shery primarily respond to email and phone inquiries for photos.
 - Catherine continues to work with Team Photo to catalog, scan, and organize the photo collections. This quarter 407 photos have been cataloged and entered into PastPerfect.
- Tours and events
 - Shery continues to oversee docents work schedules for daily work, events and tours.
 - Shery schedules school tours including working with DMH staff for funded school bussing.
 - This quarter we had 402 students and 70 adult chaperons
 - The docents continue with their excellent support of NHS daily operations in particular manning the store, providing tours to the public, special groups, and school groups.
 - The Docent and High Noon lecture series are our continuing monthly programs.
 - We continued our Writers' Wednesday lecture series: authors Cheryll Glotfelty, James Hulse, Rod Haulenbeek talked about their book, *Guide to the University of Nevada, Reno Arboretum*, and gave a walking tour after the program. Nancy

Raven spoke about her book, *A Postal Journey*, and Rich Mitchell spoke about his book, *Strawberry: Valley of Legends*.

- Collections
 - Christine continues to work to our to ensure compliance with all state policies, NAGPRA and the new bill SB244 for research requests, exhibits and collections.
 - Karalea continues to troubleshoot and clean up the PastPerfect database.
 - We have 12 new accessioned collections this quarter.
 - Most collections are processed by docents under the supervision of the corresponding curator.
 - For the AGA collections we continue to have Howard Herz as our AGA contract curator, and Deborah Brastoff as a temporary employee as the AGA collections cataloger, along with 3 docents.

Building Improvements

- The outdated infrastructure continues to hamper NHS efficient operations.
 - Our phone system continues to have failures: scratchy messages, fails to ring on occasion on several extensions, and staff's lack of access to change intuitional-wide outgoing messages.
- Parking continues to be an issue. We get almost daily complaints from visitors and docents.
 - NHS has to close to the public during all home football games because the tailgaters park in NHS parking spots, and drunken tailgaters use NHS as their public toilet.
 - We cannot host our 3rd annual Nevada Day celebration (Saturday, October 27, 2018) because it is a UNR home football game.
 - UNR parking was going to charge NHS visitors \$3.00 per car to park in the adjacent lot from 4-5 pm during the opening event for the Reno Philharmonic Exhibit (August 3, 2018) Crescendo Club members. Catherine came up with a one-time solution to prevent the guests from receiving parking tickets.
 - Now NHS cannot hold public events before 5:00 PM, which seriously and possibly catastrophically impedes NHS public programming, outreach, and events held onsite.
 - NHS has had to change the time for Reno Philharmonic programming due to the parking timing.
 - When UNR is in session, the adjacent parking lot is sold to UNR students as overflow parking for the dorms. Therefore, when UNR is in session, there are few (2-5, if any) parking spots in the lot adjacent to NHS.
 - This means during regular hours and any public event, parking near NHS is almost impossible.

- Catherine is encouraging docents working at NHS to park behind/ block in NHS staff vehicles so our 15 visitor spots remain open for public parking-especially during special events.
- The CIP project to repair and update the compact shelving was completed during this quarter.

NHS Quarterly

Overview

The Nevada Historical Society has published the *Nevada Historical Society Quarterly (NHSQ)* since 1957. Prior to this the NHS had yearly publications including the *NHS Papers* from 1913- 1924, and reports.

When the NHS had 13 staff members, the *NHSQ* publication was undertaken by 2 to 4 NHS staff members, with one staff member having the main responsibility of overseeing the *NHSQ* publication. Other staff members solicited articles, book reviews, provided or obtained editorial oversight, production, and distribution.

At some point prior to 2004, the Board of Museums and History made the Nevada Historical Society Quarterly a member benefit for all seven Nevada State Museum members which brought additional funds to pay for the publication costs.

- **Benefits:** allowed access to additional funds to pay for the production of the *Nevada Historical Society Quarterly* including, design, layout, editing, copyright, indexing, distribution, and mailing services. No funds go to pay for any NHS staff's salary.
- **Problems:** reduced NHS staff 6, soon to be 7, (reduced from original 13 staff members) continue to have all the responsibilities for producing the *NHSQ* while maintaining all their other duties.

Recommendations

If the production of the *NHSQ* remains solely the responsibility of the NHS, we recommend changing the publication to a once yearly, hard copy journal with a new title (the *NHS Journal*). This is based on information gathered by a *NHSQ* survey, NHS staff availability, editorial commitment timing, content gathering, and DMH Board input.

- The 2018 *NHSQ* publication will be a single publication.
- We hope to move to the new *NHS Journal* for 2019.
- Spread the responsibility of the *NHSQ* publication to include all other Nevada State Museums. Recommend a name change to the *Nevada State Museums Quarterly*.

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- Remove *NHSQ* as an all 7 state museum member benefit. NHS would then produce an occasional paper series as a NHS member benefit only.

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 NHS 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.

Current Operations

The NHS is open to the public Tuesday- Saturday from 10:00 AM to 4:30 PM. The Research Library is open to the public Tuesday- Saturday from 12:00 PM to 4:00 PM. The staff hours are from 7:30 AM to 5:00 PM.

Catherine Magee, Director
22 August 2018



NEVADA MUSEUMS & HISTORY

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I. Private Funds Budget Summary

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State Fiscal Year 2018

| | <u>GL/Cat#</u> | <u>Total Budget</u> | <u>Year to Date Actuals</u> | <u>Percentage Year to Date</u> |
|---|----------------|---------------------|-----------------------------|--------------------------------|
| Cash From Prev Fiscal Year Unrestricted | 2511 | 123,661 | 123,661 | 100.00% |
| Cash From Prev Fiscal Year Restricted | 2511 | 888,561 | 888,561 | 100.00% |
| Cash Bal Fwd New Fiscal Year Unrestricted | 2512 | -35,248 | -35,248 | 100.00% |
| Cash Bal Fwd New Fiscal Year Restricted | 2512 | -716,542 | -716,542 | 100.00% |
| | | | <u>260,432</u> | |

Comparison of Revenues Budgeted/ Received:

| | | | | |
|---------------------------------|------|------------------|------------------|---------------|
| BLM Cooperative Agreement | 3578 | 162,714 | 47,003 | 28.89% |
| Facility Rentals | 3801 | 1,085 | 550 | 50.69% |
| Charges for Services - Anthro | 3871 | 37,859 | 39,237 | 103.64% |
| Coin Press Sales | 3872 | 148,244 | 20,579 | 13.88% |
| Memberships* | 4008 | 20,919 | 29,995 | 143.39% |
| Photograph Sales | 4010 | 2,109 | 120 | 5.69% |
| Merchandise Sales* | 4025 | 132,000 | 127,063 | 96.26% |
| Book & Pamphlet Sales | 4052 | 66 | 18 | 26.52% |
| Gifts & Donations | 4251 | 3,067 | 3,874 | 126.32% |
| Private Grants | 4265 | 9,266 | 22,096 | 238.46% |
| Treasurer's Interest | 4326 | 1,777 | 12,784 | 719.40% |
| Outside Bank Account | 4454 | 10,000 | 10,000 | 100.00% |
| Total Revenues Received: | | \$529,106 | \$313,318 | 59.22% |

Comparison of Expenditures Budgeted/Expended:

| | | | | |
|---|----|--------------------|------------------|---------------|
| BLM Cooperative Agreement | 20 | 162,714 | 48,528 | 29.82% |
| Anthropology | 37 | 3,000 | 2,475 | 82.49% |
| Natural History | 39 | 17,094 | 4,594 | 26.87% |
| Administration | 41 | 59,376 | 59,192 | 99.69% |
| Education | 42 | 18,621 | 18,238 | 97.94% |
| Exhibits | 43 | 22,645 | 13,307 | 58.76% |
| History | 45 | 9,654 | 8,209 | 85.03% |
| Board Appr Special Projects | 48 | 125,241 | 5,646 | 4.51% |
| Museum Store* | 49 | 139,456 | 136,427 | 97.83% |
| Coin Press | 50 | 45,700 | 27,606 | 60.41% |
| Special Projects (Restricted) | 55 | 829,918 | 222,740 | 26.84% |
| Restricted Collection Storage Maintenance | 56 | 107,909 | 0 | 0.00% |
| Total Expenditures: | | \$1,541,328 | \$546,961 | 35.49% |

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FY 2018 included conditions that negatively impacted revenues received. The biggest impact resulted from Coin Press Sales, and accounts for more than 50% of the shortfall. However, the Coin Press had spotty operation, or was entirely out of commission since the previous FY. Starting in April 2017, a concerted effort was made to make repairs and the press was up and running in the fall. New operating guidelines were also put in place to protect the artifact and insure its continued use. Regular Coin Press programming began in December utilizing a newly trained pool of volunteer operators. By spring of 2018, sales for medallions began to increase, particularly in June when we implemented additional minting days and associated promotions.

The other large shortfall shows up under BLM. In 2017, the BLM was directed to eliminate all assistance agreements and to handle small expenditures (<\$10,000) with specific task orders on an "as needed basis." For NSM, our current assistance agreement ends in July 2019, but BLM might issue us task orders outside of the assistance agreement during this transition period. The current balance of BLM assistance agreement funds at the end of FY18 will be expended before July 2019 on a variety of needs, including opening a basketry gallery on the second level of the North building, above Under One Sky. We have not received any task orders to date, and we might receive fewer funds as the BLM's FY 2019 cultural budget has been reduced. FYI, BLM was informed that Secretary Zinke is asking BLM for a 20% budget cut for FY 2020.

The above figures reflect the fourth quarter of fiscal year 2018 revenues and expenditures as of June 30, 2018. * Further detail available in the below identified sections.

II. Museum Store Sales

Store sales chart comparison against four previous fiscal years.

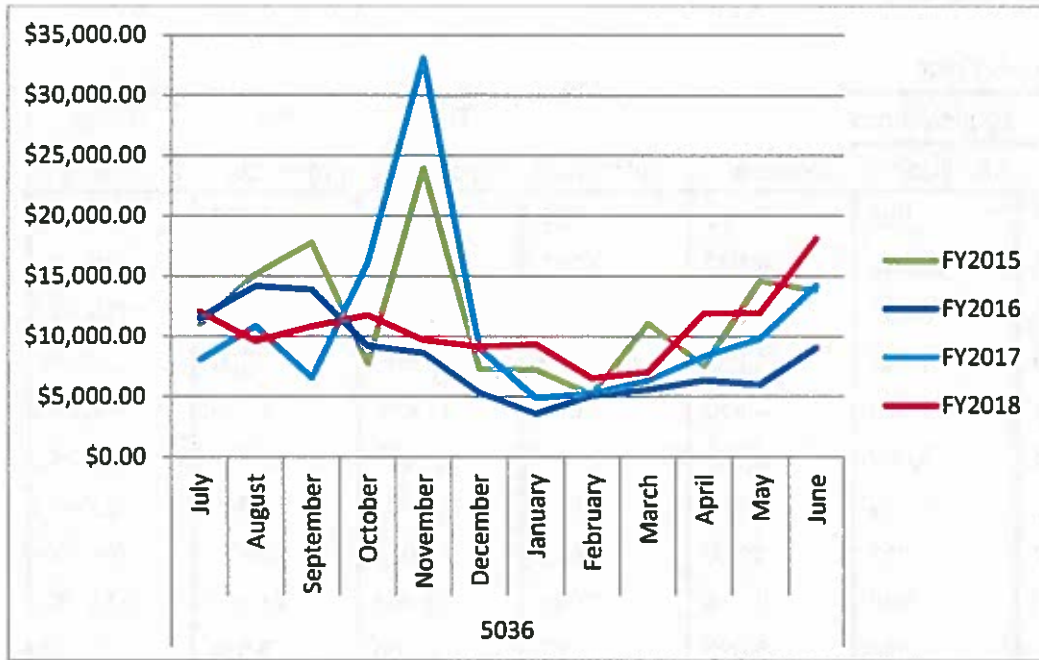
| | <u>Jul</u> | <u>Aug</u> | <u>Sep</u> | <u>Oct</u> | <u>Nov</u> | <u>Dec</u> | <u>Jan</u> | <u>Feb</u> | <u>Mar</u> | <u>Apr</u> | <u>May</u> | <u>Jun</u> | <u>TOTAL</u> |
|--------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|--------------|
| FY 18 | 12,046 | 9,604 | 10,825 | 11,769 | 9,704 | 9,147 | 9,333 | 6,544 | 7,032 | 11,900 | 11,962 | 18,084 | 127,949 |
| FY 17 | 7,865 | 10,832 | 6,554 | 16,123 | 33,059 | 8,973 | 4,913 | 5,215 | 6,334 | 8,343 | 9,785 | 14,373 | 132,370 |
| FY 16 | 11,512 | 14,171 | 13,869 | 9,202 | 8,618 | 5,319 | 3,559 | 5,098 | 5,579 | 6,333 | 6,005 | 9,042 | 98,307 |
| FY 15 | 11,208 | 14,131 | 18,193 | 7,776 | 23,288 | 8,263 | 6,963 | 5,206 | 10,470 | 8,447 | 14,532 | 13,707 | 142,184 |
| 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 |
| YTD | 12,046 | 21,650 | 32,474 | 44,243 | 53,947 | 63,094 | 72,427 | 78,971 | 86,003 | 97,903 | 109,865 | 127,949 | 127,949 |
| YTD Comparison | 153.16% | 115.79% | 128.60% | 106.93% | 72.48% | 75.65% | 82.01% | 84.43% | 86.12% | 90.47% | 93.11% | 96.66% | |
| Monthly Comparison | 153.16% | 88.66% | 165.16% | 72.99% | 29.35% | 101.93% | 189.97% | 125.49% | 111.02% | 142.64% | 122.25% | 125.82% | |

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.

Nevada State Museum
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NEVADA STATE MUSEUM STORE SALES ANNUAL COMPARISON



III. Museum Store Revenue and Expenditure Chart

Museum Store Profit and Loss Chart

| FY2018 | Revenues | | Expenditures | | Total | Net | % Net |
|-------------------|----------------|---------------|---------------|---------------|----------------|-----------------|----------------|
| | | Merchandise | Personnel | Oper/Other | Expenditure | Profit (Loss) | Profit (Loss) |
| July | 12,046 | 995 | 3,212 | 327 | 4,534 | 7,512 | 62.4% |
| August | 9,604 | 10,688 | 4,922 | 2,261 | 17,871 | (8,267) | (86.1%) |
| September | 10,825 | 6,153 | 4,857 | 932 | 11,942 | (1,117) | (10.3%) |
| October | 11,769 | 3,645 | 4,857 | 559 | 9,061 | 2,707 | 23.0% |
| November | 9,704 | 5,563 | 4,870 | 1,005 | 11,438 | (1,734) | (17.9%) |
| December | 9,147 | 3,602 | 6,793 | 2,061 | 12,457 | (3,310) | (36.2%) |
| January | 9,333 | 5,729 | 4,924 | 1,048 | 11,702 | (2,369) | (25.4%) |
| February | 6,514 | 5,563 | 4,860 | 642 | 11,065 | (4,551) | (69.9%) |
| March | 7,032 | 4,645 | 4,988 | 1,076 | 10,709 | (3,677) | (52.3%) |
| April | 11,900 | 2,554 | 5,095 | 717 | 8,366 | 3,534 | 29.7% |
| May | 11,962 | 5,585 | 5,030 | 837 | 11,452 | 511 | 4.3% |
| June | 18,084 | 4,107 | 9,027 | 1,461 | 14,595 | 3,489 | 19.3% |
| FY18 Total | 127,919 | 58,831 | 63,434 | 12,926 | 135,191 | (7,272) | (5.7%) |
| FY17 Total | 132,370 | 48,681 | 58,272 | 16,004 | 122,957 | 9,412 | 7.1% |
| FY16 Total | 98,307 | 63,703 | 57,265 | 8,437 | 129,405 | (31,098) | (31.6%) |
| FY15 Total | 142,184 | 70,935 | 52,871 | 5,369 | 129,175 | 13,009 | 9.1% |
| FY14 Total | 132,988 | 63,238 | 52,966 | 4,567 | 120,770 | 12,218 | 9.2% |

Museum Store Revenue and Expenditure Narrative:

Museum Store revenues are down 3.5% from FY17, up significantly from FY16, and down considerably from the banner years of FY14 and FY15 when the 150th anniversary brought in great sales at the end of October. During that same period in FY 2018 the Coin Press was down. Also there was an increase in the use of Manpower hours for FY 2018 vs FY2017 due to the loss of key volunteer hours. Other areas impacting expenses was a salary increase and voluminous credit card merchant fees. Expenses in Personnel and Operating continue to be high for these reasons, though new volunteers are now in the ranks and we hope to keep several of them busy working in the store and bring down those costs. Overall the store operated at a small loss in SFY 2018.

As demonstrated in the Annual Comparison chart, sales picked up considerably at the end of the year, achieving the strongest performance in that quarter in several years. This can be attributed in part to a robust summer minting program that got under way in June. Plans are in place to continue minting at least 2 days a month beginning in September and with special medallion promotions.

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A suggestion from the Store Manager to further reduce expenses is to no longer accept Credit Cards on transactions under \$3.00, as the merchant fees on such low amounts add up. Report is through June 30, 2018.

IV. Membership Figures

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

| Membership Categories | July - Sep | | Oct - Dec | | Jan - Mar | | April - June | | TOTAL | |
|---------------------------|------------|------------|------------|-----------|------------|------------|--------------|------------|------------|------------|
| | New | Renew | New | Renew | New | Renew | New | Renew | New | Renew |
| Individual | 8 | 18 | 4 | 18 | 7 | 28 | 11 | 28 | 30 | 92 |
| Family | 13 | 19 | 7 | 11 | 13 | 18 | 11 | 41 | 44 | 89 |
| Sustaining | 1 | 11 | | 7 | 2 | 13 | 4 | 20 | 7 | 51 |
| Contributing | | | | | 1 | 3 | 0 | 5 | 1 | 8 |
| Patron | | | | | | | 0 | 0 | 0 | 0 |
| Benefactor | | | | 1 | | | 0 | 2 | 0 | 3 |
| Senior | 34 | 64 | 12 | 28 | 36 | 45 | 27 | 82 | 109 | 219 |
| FY 18 | 56 | 112 | 23 | 65 | 59 | 107 | 53 | 178 | 191 | 462 |
| FY 17 | 92 | | 85 | | 197 | | 179 | | 553 | 0 |
| FY 16 | 75 | | 43 | | 170 | | 179 | | 467 | 0 |
| FY 15 | 105 | | 43 | | 76 | | 183 | | 407 | 0 |
| FY 14 | 67 | | 197 | | 65 | | 45 | | 374 | 0 |
| YTD | 56 | 112 | 79 | 65 | 194 | 107 | 53 | 178 | 191 | 462 |
| <i>YTD Comparison*</i> | 182.61% | N/A | 107.91% | N/A | 214.21% | N/A | 364.80% | N/A | | |
| <i>Monthly Comparison</i> | 60.87% | N/A | 27.06% | N/A | 29.95% | N/A | 29.61% | N/A | | |

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

Quarterly Comparison compares the current quarter of the current year against the same quarter in the previous year.

*YTD Comparison includes both New and Renewals due to lack of prior year renewal data.

Membership Figures Narrative:

Total memberships in the last quarter were the highest for the year. This included many renewals, partly due to notices going out earlier than normal. This will undoubtedly result in a drop in renewals in the first quarter of FY19. 20 renewals in the Sustaining category is a great number in the higher dollar category. The yearly total of 462 is solid compared to previous years, though FY17 still has the highest total. That was the year the Membership Coordinator took over and instituted regular service and communication with our members. Report reflects activity through June 30, 2018.

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Membership Sales

Membership sales 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 18 | 1,115 | 2,330 | 1,535 | 2,000 | 1,970 | 1,050 | 3,065 | 2,335 | 1,270 | 7,800 | 3,865 | 1,240 | 29,575 |
| FY 17 | 770 | 1,470 | 1,490 | 1,045 | 1,100 | 1,875 | 3,470 | 3,390 | 2,615 | 3,335 | 4,240 | 1,620 | 26,420 |
| FY 16 | 395 | 915 | 700 | 505 | 1,635 | 535 | 1,750 | 4,009 | 2,550 | 1,805 | 3,755 | 2,365 | 20,919 |
| FY 15 | 1,165 | 995 | 945 | 395 | 1,760 | 1,050 | 795 | 870 | 1,065 | 590 | 5,965 | 2,930 | 18,525 |
| FY 14 | 360 | 665 | 1,350 | 580 | 7,740 | 1,675 | 1,430 | 845 | 670 | 485 | 675 | 1,200 | 17,675 |
| YTD | 1,115 | 3,445 | 4,980 | 6,980 | 8,950 | 10,000 | 13,065 | 15,400 | 16,670 | 24,470 | 28,335 | 29,575 | 29,575 |
| YTD Comparison | 144.81% | 153.79% | 133.51% | 146.18% | 152.34% | 129.03% | 116.44% | 105.41% | 96.78% | 119.02% | 114.25% | 111.94% | |
| Monthly Comparison | 144.81% | 158.50% | 103.02% | 191.39% | 179.09% | 56.00% | 88.33% | 68.88% | 48.57% | 233.88% | 91.16% | 76.54% | |

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 Program Narrative:

Membership sales are at a 5 year high this FY. Our current membership is stable, active, responsive, and they attend our events and lectures in increasing numbers, often resulting in encore dates to accommodate as many as possible. Dips and swells in month to month sales is often due to some months having a higher rate of renewal dates, as we see in April. Report through June 30, 2018.

V. Museum Attendance Figures

Attendance chart comparison against four previous fiscal years.

| | <u>July</u> | <u>Aug</u> | <u>Sept</u> | <u>Oct</u> | <u>Nov</u> | <u>Dec</u> | <u>Jan</u> | <u>Feb</u> | <u>Mar</u> | <u>Apr</u> | <u>May</u> | <u>June</u> | <u>TOTAL</u> |
|--------------------|-------------|------------|-------------|------------|------------|------------|------------|------------|------------|------------|------------|-------------|--------------|
| FY 18 | 3,698 | 3,318 | 2,716 | 5,046 | 3,414 | 2,020 | 2,029 | 1,437 | 1,989 | 3,110 | 4,293 | 3,632 | 36,702 |
| FY 17 | 3,565 | 2,936 | 2,385 | 4,154 | 2,143 | 2,073 | 1,363 | 1,696 | 2,613 | 3,495 | 3,658 | 3,413 | 33,494 |
| FY 16 | 4,292 | 3,927 | 2,946 | 4,666 | 2,292 | 1,217 | 1,475 | 1,935 | 2,438 | 2,425 | 3,617 | 3,073 | 34,303 |
| FY 15 | 4,388 | 4,550 | 2,860 | 4,004 | 2,751 | 1,695 | 2,351 | 2,219 | 2,902 | 3,837 | 4,029 | 3,397 | 38,983 |
| 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 |
| YTD | 3,698 | 7,016 | 9,732 | 14,778 | 18,192 | 20,212 | 22,241 | 23,678 | 25,667 | 28,777 | 33,070 | 36,702 | 36,702 |
| YTD Comparison | 103.7% | 107.9% | 109.5% | 113.3% | 119.8% | 117.1% | 119.5% | 116.6% | 111.9% | 108.9% | 109.9% | 109.6% | |
| Monthly Comparison | 103.7% | 113.0% | 113.9% | 121.5% | 159.3% | 97.4% | 148.9% | 84.7% | 76.1% | 89.0% | 117.4% | 106.4% | |

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

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

Museum Attendance Figures Narrative:

Attendance for the year was up 10% compared to last year, resulting in the strongest attendance since FY15, which included NV150 related programs, and stronger attendance than FY16 which included the NSM Sesquicentennial. Concerted effort to include more robust and diverse programming explains part of the increase, this included a record attendance at a revised Day of the Dead celebration, and additional cultural programs and partnerships for Chinese New Year, the

Nevada State Museum
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Big Read and Lei Day, which was in the last quarter and attended by hundreds. A new Education Curator and the state bus program also worked to boost school tour numbers. New minting days were also strongly attended. The Frances Humphrey Lecture Series has experienced sell-out crowds due to effective communication with our Membership, and encore presentations were often scheduled the following Saturday increasing the number of attendees. The encore presentations are now routinely requested of each speaker in advance, as we know the initial program will reach capacity due to limited space in the South Gallery. Report through June 30, 2018.

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 18 | 20,978 | 19,220 | 16,464 | 15,742 | 9,704 | 5,984 | 13,248 | 8,742 | 8,536 | 12,928 | 16,779 | 20,336 | 168,661 |
| FY 17 | 14,697 | 20,336 | 14,990 | 14,986 | 8,464 | 4,984 | 7,886 | 7,778 | 10,164 | 13,316 | 15,843 | 19,179 | 152,623 |
| FY 16 | 17,227 | 21,480 | 18,023 | 15,064 | 9,384 | 4,551 | 7,287 | 8,692 | 9,211 | 10,336 | 11,351 | 18,737 | 151,342 |
| FY 15 | 17,725 | 20,898 | 17,048 | 17,532 | 7,598 | 8,656 | 10,591 | 8,423 | 8,855 | 15,806 | 14,683 | 23,686 | 171,502 |
| 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 |
| YTD | <u>20,978</u> | <u>40,198</u> | <u>56,662</u> | <u>72,404</u> | <u>82,108</u> | <u>88,092</u> | <u>101,340</u> | <u>110,082</u> | <u>118,618</u> | <u>131,546</u> | <u>148,325</u> | <u>168,661</u> | <u>168,661</u> |
| YTD Comparison | 142.7% | 114.7% | 113.3% | 111.4% | 111.8% | 112.3% | 117.4% | 117.0% | 113.7% | 111.9% | 111.2% | 110.5% | |
| Monthly Comparison | 142.7% | 94.5% | 109.8% | 105.0% | 114.7% | 120.1% | 168.0% | 112.4% | 84.0% | 97.1% | 105.9% | 106.0% | |

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 for the year was up 10% compared to last year, resulting in the strongest attendance since FY15 which included NV150 related programs, and stronger attendance than FY16 which included the NSM Sesquicentennial. Cultural programming and Coin press minting days encouraged paid admissions as well, though access to the concourse may have been free on some of those days, such as Coin Week, Gearing Up for the Great War (WWI period uniforms and gear) and World Doll Day. Report through June 30, 2018.

VII. Fundraising Activities

Jan Loverin submitted a request and received a \$7,000 donation from the John and Grace Nauman Foundation that arrived in the last quarter, for the purchase of new cabinets. The director solicited support of \$700 for Lei Day from the Carson Cultural Commission.

VIII. General Museum Activities

Personnel: Major change in staff with the retirement of long-time curator/registrar Sue Ann Monteleone. A search is being conducted for her replacement. Anthropology Curator II hired per

SB244 legislation. The director assisted the Nevada Historical Society interviewing candidates for new Education Curator.

Significant time on the part of the director and curatorial staff were taken up by planning for the new exhibit in Battle Born Hall, and implementation of new legislation resulting from Senate Bill 244.

Trailblazing Nevada, the new exhibit slated to open in the Capitol's Battle Born Hall in October of 2018. Working with exhibit design contractor, Aldrich Pears, there were continual, and highly time-consuming reviews and revisions to designs, labels, graphics and artifact lists, along with a June working meeting in Carson City with Pacific Studio, the exhibit fabricator, as the process evolved from planning and design to actual construction. A July trip is planned to Seattle for a survey of their progress. Work from staff and contractor proceeded apace and, at this writing, we look forward to a timely opening in October.

The director and history staff also continued to assist Dale Raggio and Dan Klaich in the development of the Raggio Memorial display at UNR, slated to open during the summer.

Exhibits worked with Peter Barton and Alicia Barber to develop a small exhibit on the submarine, *USS Corvina*, to open in August. Also, Exhibits arranged for a temporary exhibit on minerals from the National Museum of Forest Service, and worked with Jan Loverin to change out two cases in the Nevada Stories gallery, featuring a quilt and a wedding dress. The *Finding Fremont* exhibit opened in Las Vegas, and was attended by Dr. Gene Hattori.

All curation departments provided monthly behind-the-scenes tours, and responded to dozens of information inquiries.

Minting Activities

Worked with the Churchill County Museum in minting special anniversary medallion, and held a minting party for them on June 27th. 100 medallions.

Worked with the members of the Genoa Candy Dance committee assisting in the design of a medallion for the 100th anniversary of the dance next year in 2019.

Continued to mint medallions for the Reno Rodeo. The total so far is 360.

Worked with Nevada Sagebrush Alumni to mint a commemorative medallion. Minting party in September.

New medallions created in the 30 mm size commemorate the Mint and the V&T RR. In June we began minting every Friday, the new schedule for the summer.

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Bob Nysten assisted Megg Mueller, editor of Nevada Magazine, with her article on the Carson U.S. Mint. The article appears in the June edition of the magazine. And Bob was interviewed by Ryan Currans, Reno TV reporter, on the history of early baseball in Carson City and Virginia City.

Marjorie Russell Clothing and Textile Center

PUBLIC PROGRAMS

Douglas Co Historical Society - First Ladies program

BEHIND THE SCENES, TOURS AND PROGRAMS

Nevada Museum of Art – 23 people

Center for Spiritual Living women's group – 10 people

Lutheran Church group – 13 people

Nevada Museum of Art – 9 people

True Grit – Two costume programs

CONSULTATIONS

Judy Miller – men's frock coat costume research

Jay Lee – cigar pillow

Anthony Seaman – brothel attire

Lauren Stowell – calash

Rick Stiver – restoration of lamp shade

Carole Brown – 19th c dress

Sue Henderson – camisoles

Anthropology

The search for a new curator, per SB-244, was completed in May. Anna Camp started work (May 24th) as Curator II to handle Permitting and NAGPRA.

Anna, Rachel Delovio, Gene Hattori are writing SB-244 regulations per NRS-381. Six "working meetings" soliciting input for regulations were conducted by Anna with tribes and interested parties. The Nevada Indian Commission, Yerington Paiute Tribe, Pyramid Lake Paiute Tribe, Reno-Sparks Indian Colony, Yomba Tribe, Las Vegas Valley Water District and Nevada Historical Society participated in meetings and discussions. Myron Freedman and Gene also accompanied Anna to several of these meetings.

Curator Rachel Delovio led the development of a new cultural program held in April: Lei Day, a celebration of Hawaiian culture in Northern Nevada.

Julien Pellegrini continuing processing of older Susanville-BLM collections in NSM Indian Hills Curatorial Center in order to assess curation needs. Project funded by BLM-Susanville. Julien continues to process BLM-Elko Spruce Mtn. and other antelope trap site collections. He is awaiting additional data from BLM in order to complete project.

Anthropology curators provided assistance to the Nevada Indian Commission with access to the Stewart Indian School collections and information regarding Stewart Indian School.

Natural History

In addition to regular tours and assistance on several new exhibits and existing exhibit revisions, George Baumgardner performed outreach at Capitol City Farm Days sharing information with an estimated 900 students and parents. Also, assisted other biological agencies in Nevada to survey the area of the new East Walker River State Recreation Area.

Education and Programs

Tour Guide Led museum tours-Staff and volunteers provided museum tours for 2,182 people.

Tour Guide Led Capitol Tours-Volunteers provided State Capitol tours for 2,157 people

Education programs: 27 hosted at the museum, 9 outreach at 21st Century Grant schools

Frances Humphrey Lecture Series-All three lectures full to capacity (270 visitors). Held an encore presentation of the June Lecture and reached 30 more visitors

Family Fun Saturday-May and June Family Fun Saturdays were done in conjunction with outside organizations. May 12th Celebration of Western Culture with the Carson City Cultural Commission's True Grit Big Read event. June 9th World Doll Day with Carson City Doll club. Both events had about 20 visitors.

Special Events: April 28th Lei Day in collaboration with the Carson City Cultural and Tourism Authority, approximately 300 visitors. Very successful, we will do this again.

Special Event: The year-long Poppy Project, events to commemorate the centennial of the end of WWI: May 25th National Poppy Day, made poppies in the concourse with the American Legion Carson City post, June 19th hosted the Navy Band Southwest Woodwind Quintet in the concourse and made poppies with Salvation Army Summer Camp students. More events to come in the Summer and Fall.

Volunteers: served 1,315 hours during the quarter.

Education Curator worked with the Jazz and Beyond Music and Arts Festival planning committee to set up a special lecture at the museum for the festival.

Facilities

At Indian Hills, the 12' X 12' Walk in Freezer compressor was relocated to the southwest side of the building. A fence was installed to secure compressor against theft and vandalism. Cost: \$1515.00. Also, at IH, the southeast 10'by 10' roll-up door for the History collections was replaced to satisfy age, safety, security and collections care concerns. Cost: \$6,459.45

In front of the Mint Building, the Pony Express monument, originally installed in 1963 to commemorate the 100th anniversary of the service, was restored in June.

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.

BRIAN SANDOVAL Governor
PETER BARTON Administrator
MYRON FREEDMAN Director, Nevada State Museum, Carson City

NEVADA MUSEUMS & HISTORY



August 31, 2018

To: Nevada Board of Museums and History
From: Myron Freedman, Director, Nevada State Museum, Carson City
Subject: Request for Free Admission on November 4, 2018

I respectfully request permission to offer free admission to the museum on Saturday, November 3, and welcome everyone to our Day of the Dead Community Celebration, jointly produced with Western Nevada College. Carson City Cultural Commission is supporting the event with a sponsorship of \$1,250, and other requests are in the works.

Thank you,

Myron Freedman
Nevada State Museum Director

CONTRACT FOR SERVICES OF INDEPENDENT CONTRACTOR

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

Contracting Agency Name: Division of Museums and History
Nevada State Museum
Address: 600 N. Carson Street
City, State, Zip Code: Carson City, NV 89701
Contact: Peter Barton, Administrator
Phone: (775) 687-7340
Fax: (775) 687-4333
Email: Pbarton@nevadaculture.org

and the Independent Contractor doing business as:

Contractor Name: Merit Electric
Address: 7785 White Fir
City, State, Zip Code: Reno, NV 89523
Contact: Rick Jackson
Phone: (775)853-3444
Email: rjackson@meritelectricreno.com

WHEREAS, NRS Chapter 381 authorizes the State Board of Museums and History (Board), in whole or in part, to engage in contract services, more specifically:

NRS 381.0035 Private money exempt from statutory requirements governing expenditure of public money; independent contractors.

1. The statutory requirements on the expenditure of public money in chapters 333, 338 and 341 of NRS do not apply to the expenditure of private money.
2. The Board may authorize independent contractors which may be funded in whole or in part from private money.

(Added to NRS by 1989, 1519; A 2005, 1091)

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.**
 - A. "State" – means the State of Nevada and any State agency identified herein, its officers, employees and immune contractors as defined in NRS 41.0307.
 - B. "Contracting Agency" – means the State agency identified above.

- C. "Contractor" – means the person or entity identified above that performs services and/or provides goods for the State under the terms and conditions set forth in this Contract.
- D. "Fiscal Year" – means the period beginning July 1st and ending June 30th of the following year.
- E. "Contract" – Unless the context otherwise requires, "Contract" means this document entitled Contract for Services of Independent Contractor and all Attachments or Incorporated Documents.
- F. "Contract for Independent Contractor" – means this document entitled Contract for Services of Independent Contractor exclusive of any Attachments or Incorporated Documents.

3. **CONTRACT TERM.** This Contract shall be effective as noted below, unless sooner terminated by either party as specified in *Section 10, Contract Termination*. Contract is subject to Board of Museums and History' approval (anticipated to be May 1, 2017).

| | | | |
|-----------------|-----------------|-----|------------------|
| Effective from: | October 1, 2018 | To: | January 31, 2019 |
|-----------------|-----------------|-----|------------------|

4. **NOTICE.** All communications, including notices, required or permitted to be given under this Contract shall be in writing and directed to the parties at the addresses stated above. Notices may be given: (i) by delivery in person; (ii) by a nationally recognized next day courier service, return receipt requested; or (iii) by certified mail, return receipt requested. If specifically requested by the party to be notified, valid notice may be given by facsimile transmission or electronic mail to the address(es) such party has specified in writing. If specifically requested by the party to be notified, valid notice may be given by facsimile transmission or electronic mail to the address(es) such party has specified in writing.

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: | INSURANCE SCHEDULE |
| ATTACHMENT BB: | SCOPE OF WORK |
| ATTACHMENT CC: | CONTRACTOR'S RESPONSE |

Any provision, term or condition of an Attachment that contradicts the terms of this Contract for Independent Contractor, or that would change the obligations of the State under this Contract for Independent Contractor, shall be void and unenforceable.

6. **CONSIDERATION.** The parties agree that Contractor will provide the services specified in *Section 5, Incorporated Documents* at a cost as noted below:

| | | |
|--------------|------|-------------------------------------|
| \$ 42,400.00 | upon | Satisfactory completion of project. |
|--------------|------|-------------------------------------|

| | |
|-------------------------------|--|
| Total Contract Not to Exceed: | \$ 42,400 (Forty Two Thousand Four Hundred Dollars 00/100) |
|-------------------------------|--|

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 result 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 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 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 Section.
 - 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 schedule 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. **CONTRACTTERMINATION.**
 - A. **Termination Without Cause.** Regardless of any terms to the contrary, this Contract may be terminated upon written notice by mutual consent of both parties. The State unilaterally may terminate this contract without cause by giving not less than thirty (30) days notice in the manner specified in Section 4. If this Contract is unilaterally terminated by the State, Contractor shall use its best efforts to minimize cost to the State and Contractor will not be paid for any cost that Contractor could have avoided.
 - 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 claims(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. **Termination with Cause for Breach.** A breach may be declared with or without termination. A notice of breach and termination shall specify the date of termination of the Contract, which shall not be sooner than the expiration of the Time to Correct, if applicable, allowed under subsection 10D. This Contract may be terminated by either party upon written notice of breach to the other party on the following grounds:
- 1) 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
 - 2) 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
 - 3) If Contractor becomes insolvent, subject to receivership, or becomes voluntarily or involuntarily subject to the jurisdiction of the bankruptcy court; or
 - 4) If the State materially breaches any material duty under this Contract and any such breach impairs Contractor's ability to perform; or
 - 5) 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
 - 6) 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.** Unless the breach is not curable, or unless circumstances do not permit an opportunity to cure, termination upon declared breach may be exercised only after service of formal written notice as specified in *Section 4, Notice*, and the subsequent failure of the breaching party within fifteen (15) calendar days of receipt of that notice to provide evidence, satisfactory to the aggrieved party, showing that the declared breach has been corrected. Upon a notice of breach, the time to correct and the time for termination of the contract upon breach under subsection 10C, above, shall run concurrently, unless the notice expressly states otherwise.
- 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 Section survive termination:
- 1) 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;
 - 2) 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;
 - 3) Contractor shall execute any documents and take any actions necessary to effectuate an assignment of this Contract if so requested by the Contracting Agency;
 - 4) Contractor shall preserve, protect and promptly deliver into State possession all proprietary information in accordance with *Section 21, State Ownership of Proprietary Information*.

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. For purposes of an award of attorneys' fees to either party, the parties stipulate and agree that a reasonable hourly rate of attorneys' fees shall be one hundred and fifty dollars (\$150.00) per hour. 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 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. 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. 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 AND DEFENSE.** 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 breach of the obligations of Contractor under this contract, or any alleged negligent or willful acts or omissions of Contractor, its officers, employees and agents. Contractor's obligation to indemnify the State shall apply in all cases except for claims arising solely from the State's own negligence or willful misconduct. Contractor waives any rights of subrogation against the State. Contractor's duty to defend begins when the State requests defense of any claim arising from this Contract.
15. **REPRESENTATIONS REGARDING INDEPENDENT CONTRACTOR STATUS.** Contractor represents that it is an independent contractor, as defined in NRS 333.700(2) and 616A.255, warrants that it will perform all work under this contract as an independent contractor, and warrants that the State of Nevada will not incur any employment liability by reason of this Contract or the work to be performed under this Contract. To the extent the State incurs any employment liability for the work under this Contract, Contractor will reimburse the State for that liability.
16. **INSURANCE SCHEDULE.** Unless expressly waived in writing by the State, Contractor 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 AA*, incorporated hereto by attachment. The State shall have no liability except as specifically provided in the Contract.

Contractor shall not commence work before Contractor has provided the required evidence of insurance to the Contracting Agency. The State's approval of any changes to insurance coverage during the course of performance shall constitute an ongoing condition subsequent to this Contract. Any failure of the State to timely approve shall not constitute a waiver of the condition.

A. **Insurance Coverage.** Contractor shall, at 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 AA*, 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 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.

B. General Requirements.

- 1) **Additional Insured:** By endorsement to the 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.
- 2) **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 Contractor.
- 3) **Cross Liability:** All required liability policies shall provide cross-liability coverage as would be achieved under the standard ISO separation of insureds clause.
- 4) **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.
- 5) **Policy Cancellation:** Except for ten (10) days notice for non-payment of premiums, 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 Section shall be sent by certified mail to the address shown on page one (1) of this contract.
- 6) **Approved Insurer:** Each insurance policy shall be:
 - a) 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
 - b) Currently rated by A.M. Best as "A-VII" or better.

C. 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 *Section 16A, Insurance Coverage*.

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 *Section 16 B, General Requirements*.
 - 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.
 - 4) **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 subcontractors, 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 shall provide proof of its compliance upon request of the Contracting Agency. 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.
 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 nor duties under this Contract without the prior written consent of the State.
 21. **STATE OWNERSHIP OF PROPRIETARY INFORMATION.** Any data or information provided by the State to Contractor and any documents or materials provided by the State to Contractor in the course of this Contract ("State Materials") shall be and remain the exclusive property of the State and all such State Materials shall be delivered into State possession by Contractor upon completion, termination, or cancellation of this Contract.
 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, Contractor agrees to comply with all applicable federal laws, regulations and executive orders, including, without limitation the following:
- 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 Executive Orders 12549 and 12689 and Federal Acquisition Regulation subpart 9.4, 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 subcontracts 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, including 28 C.F.R. Section 35, inclusive, and any relevant program-specific regulations.
 - C. Contractor and its subcontractors shall comply with the requirements of the Civil Rights Act of 1964 (P.L. 88-352), 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, council or board;
 - B. Any federal, State, county or local legislator, commission member, council member, board member, or other elected official; or
 - C. Any officer or employee of any federal, State, county or local agency; legislature, commission, council or board.
26. **GENERAL WARRANTY.** Contractor warrants that all services, deliverables, and/or work products 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.
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. **DISCLOSURES REGARDING CURRENT OR FORMER STATE EMPLOYEES.** For the purpose of State compliance with NRS 333.705, Contractor represents and warrants that if Contractor, or any employee of Contractor who will be performing services under this Contract, is a current employee of the State or was employed by the State within the preceding 24 months, Contractor has disclosed the identity of such persons, and the services that each such person will perform, to the Contracting Agency.
29. **ASSIGNMENT OF ANTITRUST CLAIMS.** Contractor irrevocably assigns to the State any claim for relief or cause of action which Contractor now has or which may accrue to 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 under this Contract.
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-law that would require the application of the law of any other jurisdiction. The parties consent to the exclusive jurisdiction of and venue in the First Judicial District Court, Carson City, Nevada for enforcement of this Contract, and consent to personal jurisdiction in such court for any action or proceeding arising out of this Contract.

ATTACHMENT AA
INSURANCE SCHEDULE

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. **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.

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:** Contractor shall for each insurance policy required by the insurance provisions of this Contract shall not be suspended, voided or canceled except after providing thirty (30) days prior written notice 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 Representative's Name & Address). Should contractor fail to provide State timely notice, contractor will be considered in breach and subject to cure provisions set forth within this contract.

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



7785 White Fir
Reno, NV 89523
T: 775 853 3444
F: 775 853 3441
www.meritelectricreno.com

**Gallery Track Lighting
LED Upgrade
SE18-023
Revised
September 12, 2018**

To: Nevada State Museum
Attention: Richard Parker

SCOPE OF WORK:

Provide labor, materials and equipment for the installation of new two circuit track lighting with new LED Adjustable Beam fixtures in four galleries.
Revision includes pricing updates.
Revision additional scope per email dated 9/12/18 from Richard Parker.

General Conditions & Clarifications:

1. This proposal is based on standard construction wages utilizing a 40 hr, dayshift work week Monday thru Fridays.

* **1st Floor Gallery Center:**

1. Remove the existing four circuit track and turn over to owner.
2. Provide and install new two circuit track as directed to match existing layouts.
3. Provide an additional 10' of two circuit track.
4. Provide and install (30) new LED Adjustable Beam fixtures and aim as directed.
5. Rework the existing conduit and circuitry as needed.
6. Provide and install (4) new LED dimmers.

Amount for above: \$21,200.00

* **1st Floor Gallery South:**

1. Remove the existing four circuit track and turn over to owner.
2. Provide and install new two circuit track as directed to match existing layouts.
3. Provide an additional 10' of two circuit track.
4. Provide and install (30) new LED Adjustable Beam fixtures and aim as directed.
5. Rework the existing conduit and circuitry as needed.
6. Provide and install (4) new LED dimmers.

Amount for above: \$21,200.00



2nd Floor Natural History Gallery South:

1. Remove the existing four circuit track and turn over to owner.
2. Provide and install new two circuit track as directed to match existing layouts.
3. Provide and install (16) new LED Adjustable Beam fixtures and aim as directed.
4. Rework the existing conduit and circultry as needed.
5. The existing lighting controls will be utilized.

Amount for above: \$13,779.00

2nd Floor Natural History Gallery Center:

1. Remove the existing four circuit track and turn over to owner.
2. Provide and install new two circuit track as directed to match existing layouts.
3. Provide and install (16) new LED Adjustable Beam fixtures and aim as directed.
4. Rework the existing conduit and circultry as needed.
5. The existing lighting controls will be utilized.

Amount for above: \$13,779.00

Price for additional track fixtures: \$477.00 each

EXCLUSIONS:

- o Overtime, Shift Pay, Acceleration and Escalation costs.
- o Cut, patch, and/or painting.
- o Asbestos and Lead Abatement.
- o Temporary Power and lighting.
- o Trash removal from site.
- o Permits, Bonds and fees.



Payments shall be made each thirty days as the work progresses. The entire amount of the contract shall be paid within thirty days after completion.

Service and Finance Charges are applicable on past due accounts at the rate of 1 1/2 percent per month on amounts thirty (30) days past due, which is equal to an annual percentage rate of 18 percent. Such charges are shown as "service charge".

Any alteration or deviation from the above specifications involving extra cost of material and/or labor will only be executed upon written orders for same, and will become an extra charge over the sum mentioned in this contract. All agreements must be made in writing.

Respectfully submitted,

Signed: Rick Jackson

Note: This proposal may be withdrawn by us if not accepted within ten days of proposal date.

Acceptance

You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal, for which the undersigned agrees to pay the amount mentioned in said proposal, and according to the terms thereof. I also agree to pay all reasonable costs, charges and attorney's fees that may accrue hereon after any default in payments.

Signed: _____ Signed: _____
Title: _____ Title: _____
Date: _____ 20 _____ Date: _____ 20 _____

Merit Electric

General Contractor/ Client



REPORT TO THE
 BOARD OF MUSEUMS AND HISTORY
 SEPTEMBER 27, 2018

I. Private Funds Budget Summary

| Private Funds Budget Summary B/A #5037 - Carson City | | | | |
|---|----------------|------------------|------------------|---------------------|
| State Fiscal Year 2018 | | Total | Year to Date | Percentage |
| | <u>GL/Cat#</u> | <u>Budget</u> | <u>Actuals</u> | <u>Year to Date</u> |
| Cash From Prev Fiscal Year Unrestricted | 2511 | 123,075 | 123,075 | 100.00% |
| Cash From Prev Fiscal Year Restricted | 2511 | 9,238 | 9,238 | 100.00% |
| Cash Bal Fwd New Fiscal Year Unrestricted | 2512 | 123,075 | -98,197 | -79.79% |
| Cash Bal Fwd New Fiscal Year Restricted | 2512 | 9,238 | -5,311 | -57.49% |
| <u>Comparison of Revenues Budgeted/ Received:</u> | | | | |
| Facilities Charge | 3801 | 1,466 | 775 | 52.86% |
| Merchandise Sales * | 4025 | 100,000 | 108,773 | 108.77% |
| Gifts & Donations | 4251 | 3,057 | 2,483 | 81.22% |
| Private Grants | 4265 | 15,000 | 250 | 1.67% |
| Friends of NSRMCC | 4266 | 7,730 | 7,114 | 92.03% |
| Treasurers Interest | 4326 | 659 | 2,969 | 450.50% |
| Total Revenues: | | \$127,912 | \$122,364 | 95.66% |
| <u>Comparison of Expenditures Budgeted/Expended:</u> | | | | |
| Administration | 35 | 8,358 | 7,989 | 95.58% |
| Exhibits | 37 | 30,000 | 22,979 | 76.60% |
| Docents | 43 | 1,600 | 0 | 0.00% |
| Museum Store | 45 | 106,536 | 106,014 | 99.51% |
| Board Approved Special Projects | 48 | 89,493 | 5,244 | 5.86% |
| Special Projects (Restricted) | 55 | 12,000 | 4,182 | 34.85% |
| Total Expenditures: | | \$247,987 | \$146,407 | 59.04% |
| <u>Available Unrestricted Cash</u> | | | 4,766 | |

Revenue/Expenditure Comparison Narrative:

The above figures reflect the fourth quarter of fiscal year 2018 revenues and expenditures as of June 30, 2018.

* Further detail available in the below identified sections.

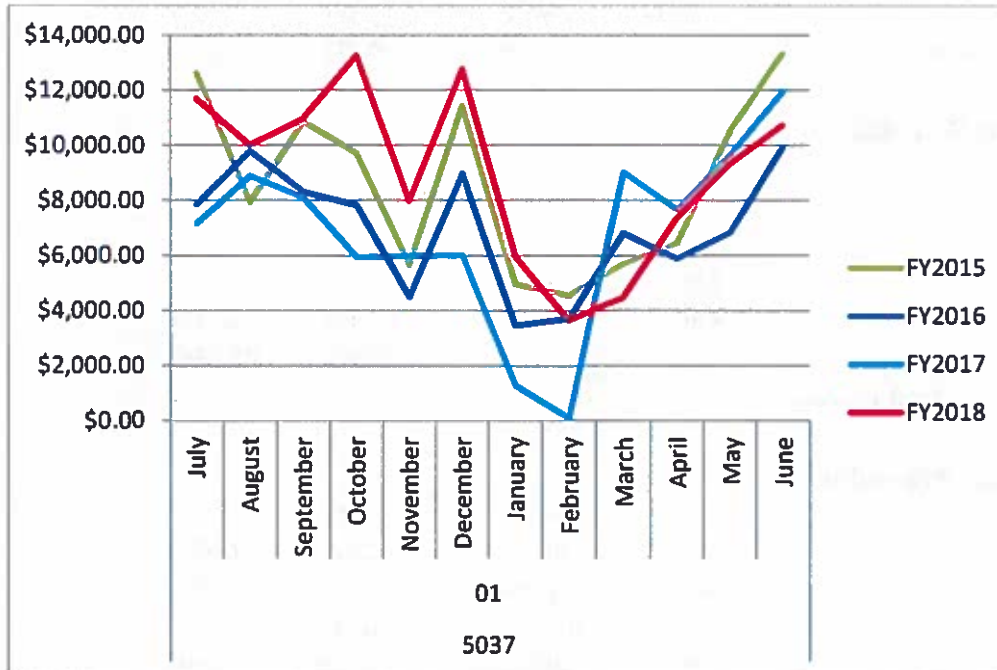
II. Museum Store Sales

| | July | Aug | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June | TOTAL |
|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|---------|---------|
| FY 18 | 11,680 | 9,998 | 10,972 | 13,260 | 7,980 | 12,755 | 5,975 | 3,648 | 4,458 | 7,360 | 9,334 | 10,722 | 108,142 |
| FY 17 | 7,160 | 8,882 | 8,085 | 5,938 | 5,988 | 6,006 | 1,293 | 99 | 9,012 | 7,654 | 9,654 | 11,927 | 81,697 |
| FY 16 | 7,851 | 9,780 | 8,294 | 7,821 | 4,490 | 8,966 | 3,465 | 3,709 | 6,807 | 5,874 | 6,836 | 10,253 | 84,145 |
| FY 15 | 12,196 | 8,060 | 10,330 | 9,149 | 6,541 | 11,307 | 5,272 | 4,539 | 5,113 | 7,027 | 10,525 | 13,585 | 103,645 |
| 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 |
| YTD | 11,680 | 21,677 | 32,649 | 45,909 | 53,889 | 66,645 | 72,619 | 76,267 | 80,725 | 88,086 | 97,420 | 108,142 | 108,142 |

| YTD Comparison | 163.14% | 135.14% | 135.32% | 152.70% | 149.48% | 158.46% | 167.51% | 175.53% | 153.87% | 146.53% | 139.63% | 132.37% |
|----------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
|----------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|

| Monthly Comparison | 163.14% | 112.56% | 135.70% | 223.33% | 133.27% | 212.38% | 462.05% | 3684.52% | 49.47% | 96.17% | 96.69% | 89.89% |
|--------------------|---------|---------|---------|---------|---------|---------|---------|----------|--------|--------|--------|--------|
|--------------------|---------|---------|---------|---------|---------|---------|---------|----------|--------|--------|--------|--------|

NSRM CC STORE SALES ANNUAL COMPARISON



Museum Store Sales Narrative: The Museum Store’s sales increased, as expected, during the fourth quarter of FY18, due to increased visitation and the start of operating season. The store’s average sale per visitor showed a strong increase from \$4.63 to \$5.70 and the average sale per customer grew to \$21.15 from \$20.55. Lara has been creating fun in-store promotions, including a “Prize Wheel”, for busy holiday and special event weekends. These promos are proving to be a successful tool to lure train riders into the store and the Interpretive Center. Lara and museum staff also continue to promote the store on social media, the NSRM website, and our electronic entry sign. Report is through June 30, 2018.

III. Museum Store Revenue and Expenditure Chart

Museum Store Profit and Loss Chart

| FY2018 | Revenues | | Expenditures | | Total | Net | % Net |
|-------------------|----------------|---------------|---------------|--------------|----------------|----------------|---------------|
| | | Merchandise | Personnel | Oper/Other | Expenditure | Profit (Loss) | Profit (Loss) |
| July | 11,680 | 7,050 | 3,407 | 73 | 10,531 | 1,149 | 9.8% |
| August | 9,998 | 6,622 | 3,883 | 2,886 | 13,391 | (3,394) | (33.9%) |
| September | 10,972 | 3,481 | 3,822 | 113 | 7,416 | 3,556 | 32.4% |
| October | 13,260 | 2,640 | 3,822 | 567 | 7,029 | 6,231 | 47.0% |
| November | 7,980 | 7,016 | 3,883 | 41 | 10,940 | (2,960) | (37.1%) |
| December | 12,755 | 1,522 | 5,509 | 443 | 7,474 | 5,281 | 41.4% |
| January | 5,975 | 251 | 4,017 | 244 | 4,512 | 1,462 | 24.5% |
| February | 3,648 | 603 | 3,951 | 175 | 4,729 | (1,081) | (29.6%) |
| March | 4,458 | 1,101 | 3,951 | 1,235 | 6,287 | (1,828) | (41.0%) |
| April | 7,360 | 7,141 | 3,951 | 88 | 11,180 | (3,820) | (51.9%) |
| May | 9,334 | 9,876 | 4,017 | 115 | 14,009 | (4,675) | (50.1%) |
| June | 10,722 | 828 | 6,924 | 329 | 8,081 | 2,641 | 24.6% |
| FY18 Total | 108,142 | 48,130 | 51,139 | 6,310 | 105,580 | 2,562 | 2.4% |
| FY17 Total | 81,697 | 48,415 | 35,278 | 4,293 | 87,985 | (6,288) | (7.7%) |
| FY16 Total | 84,145 | 24,816 | 52,207 | 3,747 | 80,770 | 3,375 | 4.0% |
| FY15 Total | 103,645 | 47,313 | 47,438 | 4,516 | 99,267 | 4,378 | 4.2% |
| FY14 Total | 90,705 | 32,342 | 47,625 | 4,519 | 84,486 | 6,219 | 6.9% |

Museum Store Revenue and Expenditure Chart Narrative: Museum store revenues increased with the usual springtime surge in visitation and the onset of our busy operating season. Annual profit margin is small but positive. Lara's spring purchasing, using the remaining funds for FY18, ensured that the store was well stocked through the big July Fourth weekend. The addition of more custom NSRM merchandise, including t-shirts and novelty items, is proving to be successful. It is expected that the store numbers will continue on the upward trend through the summer and fall. Report is through June 30, 2018.

IV. Membership Program

Membership Program 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 555, a slight increase. Report is through June 30, 2018.

Nevada State Railroad Museum-CC
 Report to the Board
 June 14-15, 2018

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 18 | 2930 | 1918 | 2038 | 2536 | 1199 | 1353 | 911 | 928 | 1193 | 1604 | 1523 | 1763 | 19896 |
| FY 17 | 2812 | 1979 | 2006 | 2463 | 1350 | 1593 | 55 | 0 | 2260 | 1678 | 2185 | 2320 | 20701 |
| FY 16 | 2812 | 2311 | 1689 | 2154 | 1168 | 1279 | 811 | 961 | 1453 | 1208 | 2208 | 2145 | 20199 |
| FY 15 | 3441 | 2433 | 1581 | 1614 | 1254 | 1481 | 1010 | 897 | 1228 | 1394 | 2707 | 2232 | 21272 |
| FY 14 | 2884 | 1727 | 1148 | 1132 | 1147 | 1236 | 609 | 647 | 1110 | 1133 | 1953 | 2011 | 16737 |
| YTD | 2,930 | 4,848 | 6,886 | 9,422 | 10,621 | 11,974 | 12,885 | 13,813 | 15,006 | 16,610 | 18,133 | 19,896 | 19,896 |
| YTD Comparison | 104.20% | 101.19% | 101.31% | 101.75% | 100.10% | 98.12% | 105.12% | 112.69% | 103.36% | 102.56% | 98.65% | 96.11% | |
| Monthly Comparison | 104.20% | 96.92% | 101.60% | 102.96% | 88.81% | 84.93% | 1656.36% | #DIV/0! | 52.79% | 95.59% | 69.70% | 75.99% | |

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:

Museum attendance is down slightly from FY 17. This is attributed to reduced "drive by" traffic now that the Carson City Bypass is completed. In addition, the museum is diversifying its very limited advertisement budget and reduced some of our impact by those efforts. Report is through June 30, 2018.

VI. Attendance Receipts

Current attendance receipts compared against three previous fiscal years.

| | July | Aug | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June | TOTAL |
|--------------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|--------|
| FY 18 | 14,646 | 8,848 | 10,027 | 13,020 | 5,261 | 4,099 | 5,678 | 4,026 | 2,935 | 6,991 | 8,446 | 11,675 | 95,652 |
| FY 17 | 12,785 | 10,124 | 8,616 | 8,347 | 5,174 | 4,810 | 1,230 | 0 | 4,022 | 6,101 | 7,930 | 11,311 | 80,450 |
| FY 16 | 9,799 | 10,356 | 8,081 | 8,606 | 3,698 | 4,178 | 3,055 | 3,565 | 5,767 | 4,716 | 7,311 | 12,343 | 45,079 |
| FY 15 | 12,568 | 8,106 | 7,562 | 5,911 | 3,437 | 6,148 | 3,798 | 3,405 | 3,476 | 6,231 | 5,817 | 11,530 | 77,988 |
| 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 |
| YTD | 14,646 | 23,494 | 33,521 | 46,541 | 51,802 | 55,901 | 61,579 | 65,605 | 68,540 | 75,531 | 83,977 | 95,652 | 95,652 |
| YTD Comparison | 114.56% | 102.55% | 106.33% | 116.73% | 115.00% | 112.13% | 120.54% | 128.42% | 124.38% | 123.40% | 121.46% | 118.90% | |
| Monthly Comparison | 114.56% | 87.40% | 116.38% | 155.98% | 101.69% | 85.22% | 461.63% | #DIV/0! | 72.97% | 114.59% | 106.51% | 103.22% | |

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:

Growth in this area is tremendous and we are satisfied with programming direction. Report is through June 30, 2018.

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 18 | 8,953 | 2,898 | 5,715 | 14,180 | 5,249 | 18,809 | 0 | 0 | 0 | 2,232 | 5,141 | 6,006 | 69,183 |
| FY 17 | 7,264 | 4,487 | 7,239 | 9,738 | 6,917 | 18,024 | 190 | 0 | 0 | 317 | 5,161 | 5,258 | 64,594 |
| FY 16 | 7,703 | 4,087 | 5,477 | 4,992 | 3,828 | 16,671 | 1,650 | 0 | 0 | 2,553 | 5,592 | 8,714 | 61,268 |
| FY 15 | 10,086 | 807 | 6,760 | 1,856 | 2,141 | 9,039 | 106 | 0 | 0 | 0 | 5,934 | 8,049 | 44,779 |
| FY 14 | 9,754 | 0 | 0 | 994 | 1,362 | 6,718 | 0 | 0 | 0 | 0 | 5,215 | 617 | 24,660 |
| YTD | 8,953 | 11,851 | 17,566 | 31,746 | 36,995 | 55,804 | 0 | 0 | 0 | 58,036 | 63,177 | 69,183 | 69,183 |
| YTD Comparison | 123.3% | 100.9% | 92.5% | 110.5% | 103.8% | 104.0% | 0.0% | 0.0% | 0.0% | 107.1% | 106.5% | 107.1% | |
| Monthly Comparison | 123.3% | 64.6% | 79.0% | 145.6% | 75.9% | 104.4% | 0.0% | #DIV/0! | #DIV/0! | 704.1% | 99.6% | 114.2% | |

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: Revenue YTD is running marginally higher than SPLY. Trains do not operate Jan-March. Our Events Committee has focused on visitor experience and boosting planned visitation. We are experiencing significant decrease in drive-by visitors. The efforts of the Events Committee are a good offset to the decrease in 'impulse' visitors. Report reflects activity through June 30, 2018.

VIII. Fundraising Activities:

- The NSRM is working with our Friends organization and has been successful in obtaining several grants during this period.
- The museum is reaching out to the Friends membership and the public to name NSRM-CC in their estate planning. This is beginning to be successful with several individuals; however it will be some time before this effort bears fruit.
- The museum and the Friends of the NSRM are preparing an aggressive fundraising campaign for the repair of a locomotive for use in annual operations. It is critical that the Museum decreases its reliance on artifacts for use in general passenger traffic.
- The museum is offering itself as a destination location for weddings and receptions.

IX. General Museum Activities

- The museum swapped V&T locomotive No. 27 for No. 18, *The Dayton*, with the Comstock History Center in April. The swap took two days, starting with moving *The Dayton* from Virginia City to NSRM on one day and transporting No. 27 to Virginia City the next day. The museum intends to use No. 18 in an exhibit commemorating the 150th anniversary of the completion of the Pacific Railroad in 2019. NSRM owns both locomotives.
- On April 18 the museum received two truckloads of lumber from CAL FIRE. The lumber was cut to order for free by CAL FIRE and will be used for various projects such as re-decking C&C flat car No. 72 and decking the turntable. Thanks to CAL FIRE for providing the museum with the lumber.
- On April 28 the Washoe County Sheriff's Department Rail Auxiliary Team performed a graduation ceremony at the museum. The new members of the "RAT" Pack received a certificate and their badges as part of the ceremony. The Rail Auxiliary Team is comprised of volunteers that help to raise awareness about rail safety issues.
- In June, Lieutenant Governor Mark Hutchison visited the museum after hours to film a promotional video featuring attractions to visit in Northern Nevada. The video will feature an interview with Peter Barton in the McKeen Motor Car and an interview with Daniel Thielen in the Jacobsen Interpretive Center.
- To commemorate the 150th anniversary of the arrival of the first Central Pacific train to Reno on June 18, 1868, the Union Pacific, City of Reno, was on hand at the Reno Amtrak Depot (former Southern Pacific Depot) on June 19 for a presentation. NSRM brought an exhibit that included photos of the four depots that served the Central Pacific and Southern Pacific in Reno and the museum's track laying car. Speakers included Curator of History Wendell Huffman, a member of Union Pacific's Public Relations Department, and City of Reno Councilwoman Jenny Brekhus.

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.



**REPORT TO THE
 BOARD OF MUSEUMS AND HISTORY
 SEPTEMBER 27, 2018**

I. Private Funds Budget Summary

| Private Funds Budget Summary B/A #5037 - Boulder City | | | | |
|--|----------------|---------------------|-----------------------------|--------------------------------|
| State Fiscal Year 2018 | | | | |
| | <u>GL/Cat#</u> | <u>Total Budget</u> | <u>Year to Date Actuals</u> | <u>Percentage Year to Date</u> |
| Cash From Prev Fiscal Year Unrestricted | 2511 | 31,043 | 31,043 | 100.00% |
| Cash From Prev Fiscal Year Restricted | 2511 | 10,000 | 10,000 | 100.00% |
| Cash Bal Fwd New Fiscal Year Unrestricted | 2512 | -37,745 | -37,745 | 100.00% |
| <u>Comparison of Revenues Budgeted/ Received:</u> | | | | |
| Facilities Charge | 3801 | 1,500 | 1,600 | 106.67% |
| Merchandise Sales* | 4025 | 38,347 | 36,083 | 94.10% |
| Gifts & Donations | 4251 | 1,468 | 2,135 | 145.44% |
| Private Grants | 4265 | 2,000 | 0 | 0.00% |
| Friends of NSRMBC | 4266 | 5,206 | 4,424 | 84.97% |
| Total Revenues: | | \$48,521 | \$44,242 | 91.18% |
| <u>Comparison of Expenditures Budgeted/Expended:</u> | | | | |
| Boulder City Railroad | 52 | 65,952 | 34,820 | 52.80% |
| Special Projects (Restricted) | 55 | 12,000 | 10,000 | 83.33% |
| Total Expenditures: | | \$77,952 | \$44,820 | 57.50% |
| <u>Available Unrestricted Cash</u> | | | 2,720 | |

Revenue/Expenditure Comparison Narrative:

The above figures reflect the fourth quarter of fiscal year 2018 revenues and expenditures as of June 30, 2018. * Further detail available in the below identified sections.

Nevada State Railroad Museum-BC
 Report to the Board
 June 14-15, 2018

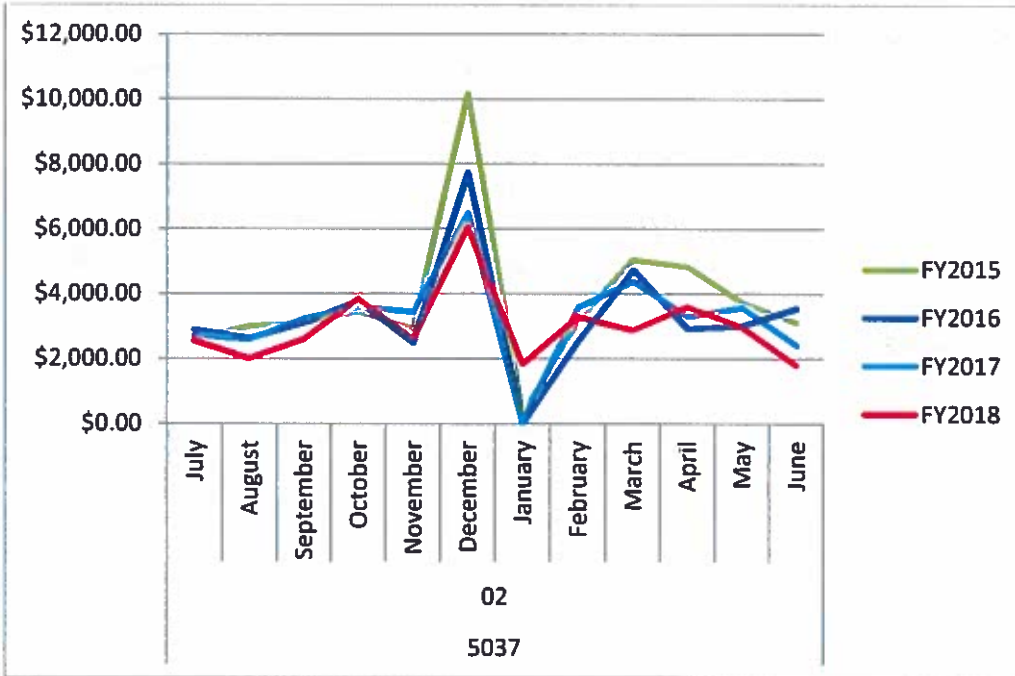
II. Museum Store Sales

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 18 | 2,552 | 1,997 | 2,590 | 3,843 | 2,603 | 6,042 | 1,843 | 3,289 | 2,887 | 3,605 | 2,988 | 1,796 | 36,035 |
| FY 17 | 2,703 | 2,588 | 3,216 | 3,583 | 3,442 | 6,473 | 0 | 3,585 | 4,382 | 3,301 | 3,580 | 2,411 | 39,264 |
| FY 16 | 2,881 | 2,621 | 3,099 | 3,785 | 2,495 | 7,720 | 0 | 2,531 | 4,727 | 2,925 | 3,015 | 3,548 | 39,347 |
| FY 15 | 2,606 | 2,999 | 2,706 | 3,839 | 2,909 | 10,160 | 305 | 3,194 | 4,158 | 5,719 | 2,924 | 3,928 | 45,448 |
| 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 |
| YTD | <u>2,552</u> | <u>4,549</u> | <u>7,139</u> | <u>10,982</u> | <u>13,585</u> | <u>19,627</u> | <u>21,470</u> | <u>24,759</u> | <u>27,646</u> | <u>31,251</u> | <u>34,239</u> | <u>36,035</u> | <u>36,035</u> |
| YTD Comparison | 94.4% | 86.0% | 83.9% | 90.8% | 87.5% | 89.2% | 97.6% | 96.8% | 92.2% | 93.9% | 92.9% | 91.8% | |
| Monthly Comparison | 94.4% | 77.2% | 80.5% | 107.3% | 75.6% | 93.3% | #DIV/0! | 91.7% | 65.9% | 109.2% | 83.5% | 74.5% | |

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.

NSRM BC STORE SALES ANNUAL COMPARISON



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. Store sales are limited by the size of the very small store (196 square feet). Starting in July 2017 we reduced our July/Aug/Sept train schedule to three trains from four, due to high temperatures, reducing ridership and store sales by approximately \$1,400. To maintain ridership and store sales we ran trains in January, and saw store sales of \$1,843. The POS system continues to have occasional credit card system issues. Store sales are reported through June 30, 2018.

III. Museum Store Revenue and Expenditure Chart

Museum Store Profit and Loss Chart

| FY2018 | Revenues | | Expenditures | | Total Expenditure | Net Profit (Loss) | % Net Profit (Loss) |
|-------------------|---------------|---------------|---------------|--------------|-------------------|-------------------|---------------------|
| | | Merchandise | Personnel | Oper/Other | | | |
| July | 2,552 | - | 414 | - | 414 | 2,138 | 83.8% |
| August | 1,997 | - | 575 | 1,136 | 1,711 | 286 | 14.3% |
| September | 2,590 | 507 | 287 | 32 | 826 | 1,764 | 68.1% |
| October | 3,843 | 2,008 | 570 | 89 | 2,666 | 1,177 | 30.6% |
| November | 2,603 | 3,370 | 854 | 34 | 4,258 | (1,656) | (63.6%) |
| December | 6,042 | 3,217 | 429 | 153 | 3,798 | 2,244 | 37.1% |
| January | 1,843 | 610 | 567 | 371 | 1,548 | 295 | 16.0% |
| February | 3,289 | 1,627 | 429 | 70 | 2,125 | 1,164 | 35.4% |
| March | 2,887 | 2,444 | 572 | 121 | 3,138 | (251) | (8.7%) |
| April | 3,605 | - | 499 | 72 | 571 | 3,034 | 84.2% |
| May | 2,988 | 1,979 | 426 | 63 | 2,467 | 521 | 17.4% |
| June | 1,796 | 554 | 552 | 156 | 1,262 | 534 | 29.8% |
| FY18 Total | 36,035 | 16,314 | 6,173 | 2,297 | 24,784 | 11,251 | 31.2% |
| FY17 Total | 39,264 | 23,213 | 5,846 | 6,017 | 35,076 | 4,189 | 10.7% |
| FY16 Total | 44,536 | 19,247 | 6,957 | 463 | 26,666 | 17,870 | 40.1% |
| FY15 Total | 45,448 | 24,342 | 11,816 | 6,001 | 42,159 | 3,289 | 7.2% |
| FY14 Total | 43,515 | 18,084 | 15,875 | 853 | 34,812 | 8,703 | 20.0% |

Museum Store Revenue and Expenditure Narrative: The store continues to show a significant net profit but that profit is erratic on a monthly basis, due to uneven merchandise purchases. Minimum purchase quantities require us to purchase multiple months of stock at one time. We note that due to an increase in minimum wage, our cost of labor was increased effective June 30, 2018. This report covers store/sales activity through June 30, 2018.

IV. Membership Program

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 June 30, 2018, the *Friends* membership stands at 390 memberships (Individual, Senior & Family level). We continue to attribute much of this to families joining to participate in our monthly “*Story Time on the Train*”.

V. Museum Attendance Figures (Train Ridership Only)

Attendance chart comparison against four previous fiscal years.

| | <u>July</u> | <u>Aug</u> | <u>Sept</u> | <u>Oct</u> | <u>Nov</u> | <u>Dec</u> | <u>Jan</u> | <u>Feb</u> | <u>Mar</u> | <u>Apr</u> | <u>May</u> | <u>June</u> | <u>TOTAL</u> |
|--------------------|-------------|------------|-------------|------------|------------|------------|------------|------------|------------|------------|------------|-------------|--------------|
| FY 18 | 1,514 | 1,065 | 1,183 | 3,987 | 1,669 | 11,744 | 2,651 | 2,318 | 2,663 | 2,043 | 1,384 | 1,946 | 34,167 |
| FY 17 | 1,705 | 1,199 | 1,968 | 3,980 | 1,553 | 11,420 | 0 | 1,958 | 2,438 | 3,377 | 1,970 | 1,071 | 32,639 |
| FY 16 | 1,489 | 1,675 | 1,710 | 3,444 | 2,152 | 12,083 | 0 | 2,424 | 2,546 | 2,631 | 2,275 | 1,102 | 33,531 |
| FY 15 | 1,372 | 1,731 | 1,338 | 2,429 | 2,172 | 12,151 | 0 | 1,993 | 2,720 | 2,228 | 2,606 | 1,183 | 31,923 |
| 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 |
| YTD | 1,514 | 2,579 | 3,762 | 7,749 | 9,418 | 21,162 | 23,813 | 26,131 | 28,794 | 30,837 | 32,221 | 34,167 | 34,167 |
| YTD Comparison | 88.8% | 88.8% | 77.2% | 87.5% | 90.5% | 97.0% | 109.1% | 109.9% | 109.8% | 104.2% | 102.1% | 104.7% | |
| Monthly Comparison | 88.8% | 88.8% | 60.1% | 100.2% | 107.5% | 102.8% | #DIV/0! | 118.4% | 109.2% | 60.5% | 70.3% | 181.7% | |

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.

Rail Explorer's Ridership

Starting January 10th we hosted Rail Explorers, a rail bike program under contract. The attendance numbers above do not reflect their ridership, which was:

| | <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 18 | 0 | 0 | 0 | 0 | 0 | 0 | 315 | 374 | 400 | 1026 | 0 | 0 | 2115 |

Adding the Rail Explorer's rider ship to our ridership shown above would raise our YTD comparison above 111%. Rail Explorers ended their season in April. They are expected to return in October for the winter season.

Museum Attendance Figures Narrative: Attendance (train riders) in SFY 2018 was down in the first quarter due to annulling the 2:30 train in July, August and part of September due to high heat. Second quarter ridership was above last year in Oct, Nov, and Dec. Third quarter ridership was substantially above historic totals, primarily due to the presence of the Rail Explorers, and due to train operations in January, when we have historically been closed. We continue to find that special events including the ongoing monthly Story-time on the train, our Easter themed weekend, Our Halloween trains, and Christmas events, all of which are profitable and sustainable drive ridership. We note that Christmas trains operate at capacity, limiting future growth. This report covers the period through June 30, 2018.

Nevada State Railroad Museum-BC
 Report to the Board
 June 14-15, 2018

VI. Attendance Traffic (Display Pavilion Only)

Current attendance traffic 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 18 | 587 | 822 | 1,250 | 2,441 | 851 | 4,240 | 589 | 1,399 | 1,136 | 1,250 | 1,216 | 759 | 16,540 |
| FY 17 | 450 | 457 | 679 | 522 | 293 | 321 | 551 | 432 | 902 | 861 | 577 | 873 | 6,918 |
| FY 16 | 446 | 427 | 357 | 337 | 324 | 263 | 165 | 450 | 887 | 1,114 | 519 | 300 | 5,589 |
| FY 15 | 150 | 419 | 230 | 169 | 316 | 244 | 272 | 267 | 342 | 404 | 451 | 515 | 3,779 |
| FY 14 | 235 | 234 | 366 | 350 | 300 | 175 | 255 | 241 | 230 | 207 | 246 | 255 | 3,094 |
| YTD | 587 | 1,409 | 2,659 | 5,100 | 5,951 | 10,191 | 10,780 | 12,179 | 13,315 | 14,565 | 15,781 | 16,540 | 16,540 |
| YTD Comparison | 130.4% | 155.3% | 167.7% | 241.9% | 247.9% | 374.4% | 329.4% | 328.7% | 289.0% | 266.4% | 261.1% | 239.1% | |
| Monthly Comparison | 130.4% | 179.9% | 184.1% | 467.6% | 290.4% | 1320.9% | 106.9% | 323.8% | 125.9% | 145.2% | 210.7% | 86.9% | |

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

Museum Attendance 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 un-staffed, open-air display pavilion Monday through Friday from 9:00 to 3:30 only (hours extended as staffing allows). We continue to extend the hours that the pavilion is open, and as a result are seeing substantially higher attendance. January through April, the presence of Rail Explorers brought additional activity and visitors. Report is through June 30, 2018.

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 18 | 6,200 | 6,521 | 7,911 | 23,550 | 30,969 | 37,281 | 27,987 | 15,237 | 28,090 | 17,955 | 13,146 | 28,078 | 242,925 |
| FY 17 | 8,327 | 9,169 | 10,725 | 20,310 | 22,319 | 57,586 | 0 | 12,029 | 14,756 | 18,475 | 15,317 | 7,151 | 196,163 |
| FY 16 | 9,832 | 9,021 | 11,610 | 20,803 | 25,915 | 59,527 | 0 | 10,617 | 17,918 | 12,721 | 16,108 | 7,213 | 201,285 |
| FY 15 | 7,833 | 9,051 | 9,834 | 18,476 | 16,395 | 57,500 | 2184.43 | 11,770 | 11,853 | 19,726 | 9,899 | 16,925 | 191,447 |
| 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 |
| YTD | 6,200 | 12,721 | 20,632 | 44,182 | 75,151 | 112,432 | 140,419 | 155,656 | 183,746 | 201,701 | 214,847 | 242,925 | 242,925 |
| YTD Comparison | 74.5% | 72.7% | 73.1% | 91.0% | 106.1% | 87.5% | 109.3% | 110.8% | 118.4% | 116.1% | 113.7% | 123.8% | |
| Monthly Comparison | 74.5% | 71.1% | 73.8% | 116.0% | 138.8% | 64.7% | #DIV/0! | 126.7% | 190.4% | 97.2% | 85.8% | 392.6% | |

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

Train Ride Receipts Narrative: Ridership in the first quarter was down from the previous year, primarily attributed to annulling the 2:30 train ride in July and August, a total of 20 fewer trains. Ridership in the second quarter was very strong, driven by Halloween and Christmas special events. This year we were particularly successful in pre selling tickets for our Christmas trains, increasing November sales numbers while reducing December ticket sales. The third quarter included train

rides in January (24 trains total). The January receipts include the Friends payment for Pajama Train, inflating that number. January, February, March and April all benefited by the presence of Rail Explorers, who brought significant publicity to the museum. Rail Explorer's revenue of \$31,320. was a significant contribution to our increase in annual receipts.

VIII. Fundraising Activities

Nothing to report in this period.

IX. General Museum Activities

- On April 13th, we held a "Silver Spike" ceremony, with Governor Sandoval in attendance to celebrate the completion of the I-11 bridge, which connects the museum tracks with the City of Henderson and Union Pacific railroad. Staff continues to work with NDOT, the City of Henderson, and the Federal Railroad Administration to extend the museum train ride over the bridge.
- We have continued to utilize social media channels to promote our events as well as the regular weekend train rides. We continue to find that social media is an excellent tool in outreach for the museums events and programs. To date the museum has 8,517 followers on the Museum's and Friend's Facebook pages. We monitor reviews on Facebook, (4.6 stars on the state site, 4.8 stars on the Friend's site) TripAdvisor (4.5 stars, 143 combined reviews for the Railroad Museum and the Nevada Southern Railway excursion) additionally Rail Explorers had a 5.0 rating, with 125 reviews, making it the 4 most popular outdoor activity) Yelp (4.5 stars, 58 reviews and 177 photos posted) and Google (4.6 stars, 331 reviews).
- During this report period (April through June), the NSRM-BC accommodated 5 school runs with 391 students and teachers participating.
- We continue to offer Storytime on the Train once a month, a program for K/pre-K students which includes reading an age appropriate book, then doing a craft. We are finding that families return regularly for this activity, contributing to our Friends membership success. This program has been recognized by a local Rotary club who have made donation to support the program, and are supplying volunteers.
- We hosted 6 Engineer for an Hour programs (\$250 fee each) generating \$3,000 in revenue.
- We continue to work with the City of Boulder City, as well as with Nevada State Public Works Division to develop plans for a new visitor center and museum expansion adjacent to downtown Boulder City. The design team and DM&H Administrator have met twice with Boulder City officials and presented to the Boulder City, City Council on May 8. The building passed its schematic design review, but further work is suspended pending identification of funding for construction.
- Once again, we would like to recognize the invaluable hours that our volunteers here at NSRM-BC donate to the operations here at the museum. Without their help we would not be able to run the museum. For January, February and March of 2018, 50 volunteers donated 3,283 hours to make the operation of this museum possible.

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. The display pavilion is open 7 days a week (as staffing permits.)



August 6, 2018

To: Robert Stoldal, Chair, Board of Museums and History
Through: Peter Barton, Administrator, Division of Museums and History
From: Randy Hees, Museum Director, Nevada State Railroad Museum, BC
Re: Board Approved Fees: Ride fee waiver

The NSRM, Boulder City, has been asked to operate trains supporting two events;

- 1) From Meg McDaniel of the Las Vegas Convention and Visitors Authority, for group from the International Association of Tour Directors and Guides. This organization is holding their national conference in Las Vegas in early November. The guests are travel professionals, who organize and lead tours. Our goal in providing this train is to increase the number of bus tours that visit our museum.
- 2) From a committee of the Nevada Museum Association, for its annual meeting, being held in Boulder City October 11-13. I note that staff from both Lost City museum and the State Museum, Las Vegas are on the organizing committee. NSRM-BC would be listed as a sponsor of the meeting.

The cost of operating the train for these events is approximately \$200.00 (per train)

Thank You

Approval: _____
Chairman, Board of Museums & History Date



**REPORT TO THE
 BOARD OF MUSEUMS AND HISTORY
 SEPTEMBER 27, 2018**

I. Private Funds Budget Summary

| Private Funds Budget Summary B/A #5037 - East Ely | | | | |
|---|----------------|---------------------|-----------------------------|--------------------------------|
| State Fiscal Year 2018 | | | | |
| | GL/Cat# | Total Budget | Year to Date Actuals | Percentage Year to Date |
| Cash From Prev Fiscal Year Unrestricted | 2511 | 47,306 | 47,306 | 100.00% |
| Cash Bal Fwd New Fiscal Year Unrestricted | 2512 | -29,874 | -29,874 | 100.00% |
| <u>Comparison of Revenues Budgeted/ Received:</u> | | | | |
| Facilities Charge | 3801 | 2,000 | 550 | 27.50% |
| Gifts & Donations | 4251 | 2,000 | 0 | 0.00% |
| Total Revenues: | | \$4,000 | \$550 | 13.75% |
| <u>Comparison of Expenditures Budgeted/Expended:</u> | | | | |
| East Ely Depot | 51 | 51,306 | 18,199 | 35.47% |
| Special Projects (Restricted) | 55 | 0 | 0 | 0.00% |
| Total Expenditures: | | \$51,306 | \$18,199 | 35.47% |
| <u>Available Unrestricted Cash</u> | | | 29,657 | |

Revenue/Expenditure Comparison Narrative:

The above figures reflect the fourth quarter of fiscal year 2018 revenues and expenditures as of June 30, 2018.

II. Museum Store Sales N/A

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 Narrative: N/A

IV. Membership Figures

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 18 | 880 | 785 | 750 | 543 | 182 | 238 | 110 | 149 | 251 | 478 | 611 | 1,072 | 6,049 |
| FY 17 | 981 | 698 | 679 | 497 | 163 | 324 | 42 | 64 | 236 | 419 | 607 | 824 | 5,534 |
| FY 16 | 780 | 1,010 | 805 | 547 | 105 | 99 | 63 | 110 | 247 | 301 | 543 | 707 | 5,317 |
| FY 15 | 50 | 51 | 67 | 85 | 33 | 30 | 39 | 56 | 67 | 110 | 262 | 719 | 1,569 |
| FY 14 | 122 | 138 | 80 | 48 | 23 | 9 | 10 | 19 | 60 | 64 | 85 | 74 | 732 |
| YTD | 880 | 1,665 | 2,415 | 2,958 | 3,140 | 3,378 | 3,488 | 3,637 | 3,888 | 4,366 | 4,977 | 6,049 | 6,049 |
| YTD Comparison | 89.7% | 99.2% | 102.4% | 103.6% | 104.0% | 101.1% | 103.1% | 105.5% | 105.5% | 106.4% | 105.7% | 109.3% | |
| Monthly Comparison | 89.7% | 112.5% | 110.5% | 109.3% | 111.7% | 73.5% | 261.9% | 232.8% | 106.4% | 114.1% | 100.7% | 130.1% | |

Museum Attendance Figures Narrative:

Visitation continues to increase over last year. It is record high for the Museum. This figure represents the number of tickets we have collected and the number we are being asked to prove to our neighbor. In addition there were 143 children and 400 visitors to events in our Freight Building. The numbers continue to climb but our staff remains the same size. It stretches us all very thin, but we are pleased we can enhance the experience of this site for each visitor. Report through June 30, 2018.

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 18 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| FY 17 | 0 | 0 | 0 | 0 | 0 | 0 | 4,716 | 0 | 0 | 0 | 0 | 2,962 | 7,678 |
| FY 16 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 10,374 | 10,374 |
| FY 15 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 9,002 | 9,002 |
| FY 14 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 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:

The meeting scheduled for May 30-31 to discuss a solution to the cancelation of our joint ticket agreement by the Nevada Northern Railway Foundation in mid-April of 2017 did not occur. They planned a meeting

that seemed more along the lines of show and tell than actual discussion. The decision was made to cancel the meeting altogether. So we are left where we started, where a nonprofit entity is using a State owned building for free. They have enlisted the Governor's aid by making an accusation the Division has threatened to sue them. In an era when museums are seeking every possible partner, these people are systematically eliminating theirs. They have fired their Friends group, divorced themselves from the City of Ely (the co-owner of the property) and now seek to take over the restoration and curatorial work of the State of Nevada. It is an unprecedented course that we are trying to understand as we continue our effort to uphold the Division's mission in eastern Nevada. Report is through June 30, 2018.

VII. Fundraising Activities

No action in this area

VIII. General Museum Activities

- We continue to use our limited staff in facility improvements. The Depot is receiving a new coat of paint with the assistance of a local contractor who loaned us his scaffold. Window casings have been repaired and rebuilt to increase the building's energy efficiency. Broken and warped boards on the Freight Building Walkway have been temporarily repaired as we await word from NSRM about a lumber donation that will allow the permanent replacement. We continue to make progress.
- The painting party held on May 19th was an astounding success. More than 30 volunteers showed up to help on a Saturday morning. They ranged in age from seven to seventy. We had enough people we were able to split into two crews. One scraped, brushed, and painted the entire east side, the other completed the north side. The success of this project was our community partner at JustServe.org with whom we've been planning this since last September. Our neighbors planned a painting party for the following week but didn't inform us and we were totally unaware of their effort. We reached out and offered to send any excess participants (which amounted to an entire crew) but never heard back, so we utilized them ourselves and accomplished double our initial goal.
- In order to alleviate concern and defend the honor of the Ely Staff, I reiterate my personal assurance we are not trying to offend our neighbors. We have done nothing to offend them and have a cordial and professional working relationship with nearly all of their staff.
- We partnered with the Ely Chapter of the Philanthropic Education Organization (PEO) to provide a venue for their annual fundraiser. These are dedicated people with a noble cause of assisting women who desire to attend college. They held their most successful fundraiser ever in our Freight Building. It is a partnership that will benefit NSRM-Ely for years. They have expressed an interest in providing us a sound system for the building which we appreciate. More importantly we are seen as a community partner in education.
- We continue to make progress on many fronts. As always, we welcome your visit, input, or concerns.

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 staffing is at a bare minimum, but we are meeting our posted hours of 8-4:30 daily.



**REPORT TO THE
 BOARD OF MUSEUMS AND HISTORY
 SEPTEMBER 27, 2018**

I. Private Funds Budget Summary

| Private Funds Budget Summary B/A #5038 | | | | |
|---|-----------------|---------------------|-----------------------------|--------------------------------|
| State Fiscal Year 2018 | | | | |
| | GL /Cat# | Total Budget | Year to Date Actuals | Percentage Year to Date |
| Cash From Prev Fiscal Year | 2511 | 33,688 | 33,688 | 100.00% |
| Cash Bal Fwrd New Fiscal Year | 2512 | -34,504 | -34,504 | 100.00% |
| <u>Comparison of Revenues Budgeted/ Received:</u> | | | | |
| Memberships* | 4008 | 4,113 | 3,321 | 80.75% |
| Merchandise Sales* | 4025 | 97,642 | 92,521 | 94.76% |
| Gifts & Donations | 4251 | 1,374 | 1,610 | 117.18% |
| Private Grants | 4265 | 500 | 0 | 0.00% |
| Treasurer's Interest | 4326 | 161 | 370 | 229.91% |
| Total Revenues: | | \$103,790 | \$97,822 | 94.25% |
| <u>Comparison of Expenditures Budgeted/Expended:</u> | | | | |
| Administration | 35 | 6,417 | 2,134 | 33.26% |
| Archeology Special Projects | 36 | 2,900 | 1,198 | 41.30% |
| Buildings & Grounds | 37 | 3,498 | 650 | 18.59% |
| Museum Store* | 41 | 98,872 | 85,115 | 86.09% |
| Special Events | 42 | 4,450 | 3,700 | 83.15% |
| Board Appr Special Projects | 48 | 20,653 | 0 | 0.00% |
| Special Projects (Restricted) | 55 | 688 | 187 | 27.22% |
| Total Expenditures: | | \$137,478 | \$92,984 | 67.64% |
| Available Unrestricted Cash | | | 4,022 | |

Revenue/Expenditure Comparison Narrative:

At the end of the fourth quarter, LCM is in a comfortable place with respect to revenues and expenditures. Report is through June 30, 2018.

* Further detail available in the below identified sections.

Lost City Museum
 Report to Board
 September 27, 2018

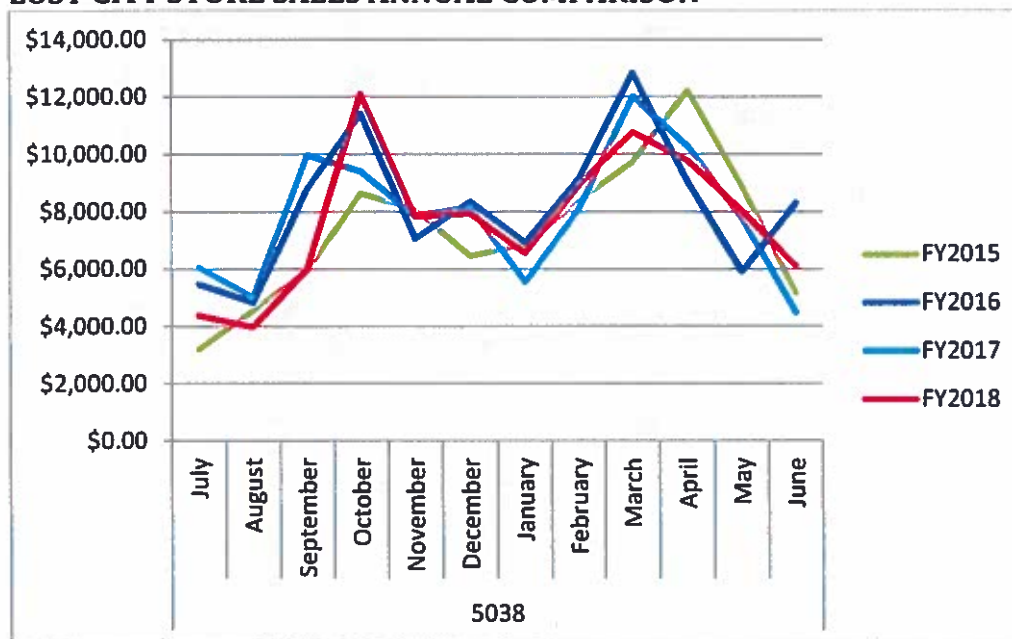
II. Museum Store Sales

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 18 | 4,378 | 3,978 | 5,994 | 12,098 | 7,833 | 7,926 | 6,556 | 8,907 | 10,767 | 9,774 | 8,031 | 6,111 | 92,352 |
| FY 17 | 6,049 | 5,015 | 9,955 | 9,394 | 7,835 | 8,149 | 5,527 | 8,107 | 12,006 | 10,252 | 7,736 | 4,468 | 98,008 |
| FY 16 | 5,460 | 4,841 | 8,803 | 11,401 | 7,060 | 8,343 | 6,908 | 9,146 | 12,838 | 8,997 | 5,913 | 8,297 | 87,978 |
| FY 15 | 2,659 | 4,827 | 5,513 | 8,101 | 8,810 | 6,607 | 6,803 | 8,278 | 9,403 | 12,119 | 9,295 | 5,562 | 85,803 |
| 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 | 60,993 |
| YTD | 4,378 | 8,356 | 14,350 | 26,448 | 34,281 | 42,207 | 48,763 | 57,670 | 68,436 | 78,210 | 86,241 | 92,352 | 92,352 |
| YTD Comparison | 72.37% | 75.52% | 68.27% | 86.96% | 89.63% | 90.97% | 93.91% | 96.07% | 95.00% | 95.04% | 95.80% | 97.73% | |
| Monthly Comparison | 72.37% | 79.32% | 60.21% | 128.79% | 99.98% | 97.26% | 118.62% | 109.86% | 89.68% | 95.34% | 103.80% | 136.78% | |

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.

LOST CITY STORE SALES ANNUAL COMPARISON



Museum Store Sales Narrative:

Total revenue earned in the Museum Store is decreased from last fiscal year (FY17), but was still higher than FY16. It is possible that the negative trend is due to the decrease in number of school tours, which usually boost sales in the store. In FY17, attendance recorded for school tours totaled 1308 adults and children. In FY18, only 801 adults and children attended as part of a

school tour. It is highly likely that the absence of 507 adults and children have negatively affected Museum Store Sales.

LCM staff are revisiting pricing on all items in the store. The goal is to slightly increase the profit margin on items that have a high turnover, while maintaining an affordable price. For example, the Native American made jewelry that Janie Shakespear keeps in stock sells really well. Slightly raising the price on earrings and necklaces for FY19 will ensure the continued success of the Museum Store overall.

III. Museum Revenue and Expenditure Chart

Museum Store Profit and Loss Chart

| FY2018 | Revenues | Expenditures | | | Total Expenditure | Net Profit (Loss) | % Net Profit (Loss) |
|-------------------|---------------|---------------|------------------|--------------|-------------------|-------------------|---------------------|
| | | Merchandise | Personnel | Oper/Other | | | |
| July | 4,378 | 208 | 1,033 | 2 | 1,244 | 3,134 | 71.6% |
| August | 3,978 | 3,183 | 1,757 | 1,430 | 6,370 | (2,392) | (60.1%) |
| September | 5,994 | 8,629 | 837 | 33 | 9,499 | (3,505) | (58.5%) |
| October | 12,098 | 4,315 | 837 | 132 | 5,284 | 6,815 | 56.3% |
| November | 7,833 | 5,742 | 1,116 | 49 | 6,907 | 926 | 11.8% |
| December | 7,926 | 6,146 | 2,387 | 420 | 8,952 | (1,026) | (12.9%) |
| January | 6,556 | 5,384 | 1,916 | 560 | 7,860 | (1,303) | (19.9%) |
| February | 8,907 | 667 | 2,495 | 161 | 3,324 | 5,582 | 62.7% |
| March | 10,767 | 5,300 | 2,835 | 238 | 8,373 | 2,394 | 22.2% |
| April | 9,774 | 222 | 3,044 | 180 | 3,447 | 6,327 | 64.7% |
| May | 8,031 | 9,197 | 3,044 | 199 | 12,441 | (4,410) | (54.9%) |
| June | 6,111 | 3,904 | 5,247 | 1,405 | 10,556 | (4,445) | (72.7%) |
| FY18 Total | 92,352 | 52,897 | 26,548.31 | 4,810 | 84,256 | 8,097 | 8.8% |
| FY17 Total | 94,494 | 53,708 | 22,331 | 6,908 | 82,948 | 11,546 | 17.5% |
| FY16 Total | 98,008 | 53,406 | 25,311 | 2,179 | 80,896 | 17,111 | 12.3% |
| FY15 Total | 87,977 | 45,217 | 22,755 | 9,190 | 77,162 | 10,815 | 14.2% |
| FY14 Total | 85,803 | 48,253 | 23,151 | 2,232 | 73,636 | 12,167 | 11.5% |

Museum Store Revenue and Expenditure Narrative:

Expenditures increased in the fourth quarter, which is typical for LCM in preparation for the fiscal year turnover. Final profit at nearly 9% is considered good for this type of retail operation. The report is through June 30, 2018.

IV. Membership Program

Membership Figures

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

| Membership | <u>Qtr 1</u> | | <u>Qtr 2</u> | | <u>Qtr 3</u> | | <u>Qtr 4</u> | | <u>TOTAL</u> | |
|--------------|-------------------|--------------|------------------|--------------|------------------|--------------|---------------------|--------------|--------------|--------------|
| | <u>July - Sep</u> | | <u>Oct - Dec</u> | | <u>Jan - Mar</u> | | <u>April - June</u> | | <u>New</u> | <u>Renew</u> |
| Categories | <u>New</u> | <u>Renew</u> | <u>New</u> | <u>Renew</u> | <u>New</u> | <u>Renew</u> | <u>New</u> | <u>Renew</u> | <u>New</u> | <u>Renew</u> |
| Individual | | 3 | | 5 | | 2 | 1 | 2 | 1 | 12 |
| Family | | 3 | 1 | 2 | | | 1 | 3 | 2 | 8 |
| Sustaining | | 2 | | 4 | | | | 2 | 0 | 8 |
| Contributing | | | | | | | | | 0 | 0 |
| Patron | | | | 1 | | | | | 0 | 1 |
| Benefactor | | | | | | | | | 0 | 0 |
| Senior | | 6 | 6 | 7 | 9 | 7 | 6 | 8 | 21 | 28 |
| Student | | | | | 1 | | 2 | | 3 | 0 |
| FY 18 | 0 | 14 | 7 | 19 | 10 | 9 | 10 | 15 | 27 | 57 |
| FY 17 | 1 | 14 | | 15 | | 19 | | 18 | 1 | 66 |
| FY 16 | | 11 | | 20 | | 15 | | 16 | 0 | 62 |
| FY 15 | | 27 | | 17 | | 12 | | 18 | 0 | 74 |
| FY 14 | | 26 | | 17 | | 20 | | 19 | 0 | 82 |
| YTD | 0 | 14 | 7 | 33 | 17 | 42 | 27 | 57 | 27 | 57 |

Lost City Museum
 Report to Board
 September 27, 2018

Membership Sales

Membership sales 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 18 | 175 | 95 | 235 | 260 | 190 | 910 | 160 | 120 | 90 | 436 | 315 | 335 | 3,321 |
| FY 17 | 235 | 213 | 527 | 295 | 100 | 155 | 540 | 40 | 980 | 715 | 110 | 640 | 4,550 |
| FY 16 | 75 | 155 | 75 | 250 | 750 | 175 | 260 | 60 | 340 | 75 | 210 | 630 | 3,055 |
| FY 15 | 195 | 230 | 135 | 425 | 220 | 20 | 120 | 95 | 530 | 290 | 220 | 535 | 3,015 |
| FY 14 | 115 | 215 | 115 | 215 | 200 | 40 | 130 | 135 | 170 | 120 | 170 | 535 | 2,160 |
| YTD | 175 | 270 | 505 | 765 | 955 | 1,865 | 2,025 | 2,145 | 2,235 | 2,671 | 2,986 | 3,321 | 3,321 |
| YTD Comparison | 74.47% | 60.27% | 51.79% | 60.24% | 69.71% | 122.30% | 98.06% | 101.90% | 72.45% | 70.30% | 76.38% | 73.00% | |
| Monthly Comparison | 74.47% | 44.61% | 44.59% | 88.14% | 190.00% | 587.10% | 29.63% | 300.00% | 9.18% | 61.02% | 286.36% | 52.34% | |

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 Program Narrative: Report reflects activity through June 30, 2018.

V. Museum Attendance Figures

Attendance chart comparison against four previous fiscal years.

| | <u>July</u> | <u>Aug</u> | <u>Sept</u> | <u>Oct</u> | <u>Nov</u> | <u>Dec</u> | <u>Jan</u> | <u>Feb</u> | <u>Mar</u> | <u>Apr</u> | <u>May</u> | <u>June</u> | <u>TOTAL</u> |
|---------------------------|-------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|---------------|---------------|---------------|---------------|---------------|
| FY 18 | 818 | 766 | 1,038 | 1,667 | 1,198 | 924 | 998 | 1,280 | 1,874 | 1,655 | 1,131 | 768 | 14,117 |
| FY 17 | 818 | 657 | 1,222 | 1,541 | 1,404 | 893 | 906 | 1,336 | 1,802 | 1,783 | 1,061 | 795 | 14,033 |
| FY 16 | 840 | 827 | 1,043 | 1,443 | 1,214 | 926 | 1,056 | 1,324 | 1,899 | 1,609 | 1,004 | 848 | 13,305 |
| FY 15 | 738 | 872 | 785 | 1,368 | 1,348 | 837 | 1,026 | 1,195 | 1,650 | 1,533 | 1,234 | 719 | 14,460 |
| FY 14 | 930 | 763 | 1,321 | 1,331 | 1,504 | 1,111 | 1,137 | 1,225 | 1,670 | 1,576 | 1,122 | 770 | 9,017 |
| YTD | 818 | 1,584 | 2,622 | 4,289 | 5,487 | 6,411 | 7,409 | 8,689 | 10,563 | 12,218 | 13,349 | 14,117 | 14,117 |
| YTD Comparison | 100.00% | 107.39% | 97.22% | 101.20% | 97.25% | 98.10% | 99.57% | 99.00% | 99.85% | 98.84% | 99.45% | 99.29% | |
| Monthly Comparison | 100.00% | 116.59% | 84.94% | 108.18% | 85.33% | 103.47% | 110.15% | 95.81% | 104.00% | 92.82% | 106.60% | 96.60% | |

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:

Despite having a reduced number of school field trips, total attendance for LCM is increased by eighty (80) individuals from FY17. The reduction in visitors from April to June reflects annual trends as the temperature rises, visitation decreases. Report is through June 30, 2018.

VI. Attendance Receipts

Museum Receipts Figures Narrative: See above

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 18 | 2,605 | 3,180 | 3,510 | 4,911 | 5,165 | 2,670 | 2,965 | 5,481 | 7,435 | 6,705 | 5,355 | 3,020 | 53,002 |
| FY 17 | 2,795 | 2,360 | 4,580 | 4,995 | 4,206 | 3,069 | 3,145 | 4,770 | 7,080 | 6,075 | 4,768 | 3,715 | 51,799 |
| FY 16 | 2,900 | 2,747 | 3,359 | 5,101 | 3,908 | 3,160 | 3,365 | 5,175 | 8,305 | 5,685 | 3,845 | 4,249 | 51,078 |
| FY 15 | 2,220 | 3,005 | 3,614 | 4,296 | 4,349 | 4,725 | 3,929 | 4,771 | 5,386 | 6,881 | 5,318 | 2,585 | 55,140 |
| 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 | 31,927 |
| YTD | 2,605 | 5,785 | 9,295 | 14,206 | 19,371 | 22,041 | 25,006 | 30,487 | 37,922 | 44,627 | 49,982 | 53,002 | 53,002 |
| YTD Comparison | 93.20% | 112.22% | 95.48% | 96.44% | 102.30% | 100.16% | 99.43% | 101.90% | 102.49% | 103.60% | 104.47% | 102.80% | |
| Monthly Comparison | 93.20% | 134.75% | 76.64% | 98.32% | 122.80% | 87.00% | 94.28% | 114.90% | 105.01% | 110.37% | 112.31% | 81.29% | |

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 Receipt Narrative:

The slight increase in museum attendance has corresponded to an increase in admissions revenue. This is expected as school tours do not generate admissions revenue. Report is through June 30, 2018.

VI. Fundraising Activities:

- LCM staff successfully completed a Community and Urban Forestry Grant through the State of Nevada’s Division of Forestry. New trees and shrubs were planted. The irrigation system was repaired and enhanced. Programming from a partnership with NE Clark County Extension service is scheduled in fall FY19.
- No new fundraising activities were pursued in the fourth quarter.

VII. General Museum Activities

Upcoming Events

- Lost City Museum is reimagining fall programming to combine the Native American Day event and the Holiday Open House event due to staffing shortages. Both events will be combined and held on December 8, 2018.

- The Southern Nevada Archaeology Speaker Series is slated to end in November 2018. Programming for fall and spring of 2019 will focus on invitations to American Indian craft workshops or demonstrations at the museum. This is still in the planning stages.
- Our rotating artists are requesting hosting meet and greet sessions in our Library. Staff is working out details on how to accommodate this request.

Operations

- Director Jenny Strayer resigned her position on May 10, 2018.
- The director position was posted and applications solicited starting May 11, 2018.
- April 14, 2018 LCM hosted a lecture by Archeologist Christine Nycz from Lake Mead NRA as part of the Southern Nevada Archeology series, over twenty people were in attendance including visitors from Moapa Valley (local), Las Vegas and Mesquite.
- April 21, 2018 LCM hosted another successful Kid's Day. Most children in attendance were repeats from last fall.
- Public Works visited the museum in anticipation of the CIP proposals in the end of April.
- On May 12, 2018, LCM hosted a lithics workshop with BLM archeologist Justin DeMaio. A new volunteer was recruited through this programming.
- Throughout the fourth quarter, Lost City Museum Staff worked diligently to remain open and maintain service to the public despite the reduction of two full-time positions.
- Oscar Mora and Janie Shakespear implemented the final steps of the Community and Urban Forestry grant. Mary Beth Timm wrote and submitted the narrative report.
- In June, Barbara Young was hired to alleviate staffing needs during the annual museum inventory and staff vacations.
- The Museum Store Inventory was successfully completed on June 30, 2018.

Mission Statement

Approved 11/18/2015

Lost City Museum, an archaeology museum belonging to the state of Nevada, is committed to the study and preservation of archaeological sites and prehistoric and historic artifacts found in the Moapa Valley and adjacent areas, and interpreting this history through exhibits and public programs, assisting researchers, and educating and inspiring visitors.

Current Operations

The Lost City Museum is open 7 days a week, 8:30am to 4:30pm.
LCM is closed Thanksgiving Day, Christmas Day, and New Year's Day.



**REPORT TO THE
 BOARD OF MUSEUMS AND HISTORY
 SEPTEMBER 27, 2018**

I. Private Funds Budget Summary

| | <u>GL /Cat#</u> | <u>Budget</u> | <u>Actuals</u> | <u>Year to Date</u> |
|---|-----------------|---------------|----------------|---------------------|
| Cash From Prev Fiscal Year Unrestricted | 2511 | 14,583 | 14,583 | 100.00% |
| Cash From Prev Fiscal Year Restricted | 2511 | 18,174 | 18,174 | 100.00% |
| Cash Bal Fwd New Fiscal Year Unrestricted | 2512 | -15,958 | -15,958 | 100.00% |
| Cash Bal Fwd New Fiscal Year Restricted | 2512 | -18,566 | -18,566 | 100.00% |
| | | | <u>-1,767</u> | |

Comparison of Revenues Budgeted/ Received:

| | | | | |
|---------------------------------|------|-----------------|-----------------|---------------|
| Facility Rentals | 3801 | 8,175 | 7,650 | 93.58% |
| Memberships* | 4008 | 8,485 | 8,091 | 95.35% |
| Photograph Sales | 4010 | 650 | 0 | 0.00% |
| Merchandise Sales* | 4025 | 43,532 | 37,593 | 86.36% |
| Gifts & Donations | 4251 | 500 | 1,845 | 369.09% |
| Private Grants | 4265 | 9,976 | 7,369 | 73.87% |
| Treasurer's Interest | 4326 | 164 | 559 | 340.84% |
| Total Revenues Received: | | <u>\$71,482</u> | <u>\$63,108</u> | <u>88.28%</u> |

Comparison of Expenditures Budgeted/Expended:

| | | | | |
|-------------------------------|----|------------------|-----------------|---------------|
| Administration | 35 | 33,358 | 15,522 | 46.53% |
| Collections | 37 | 900 | 0 | 0.00% |
| Natural History | 47 | 750 | 45 | 5.95% |
| Board Appr Special Projects | 48 | 14,814 | 3,362 | 22.69% |
| Museum Store* | 49 | 26,267 | 22,497 | 85.65% |
| Special Projects (Restricted) | 55 | 28,150 | 5,504 | 19.55% |
| Total Expenditures: | | <u>\$104,239</u> | <u>\$46,930</u> | <u>45.02%</u> |

Available Unrestricted Cash

\$12,938

The above figures reflect the fourth quarter of fiscal year 2018 revenues and expenditures as of June 30, 2018.

* Further detail available in the below identified sections.

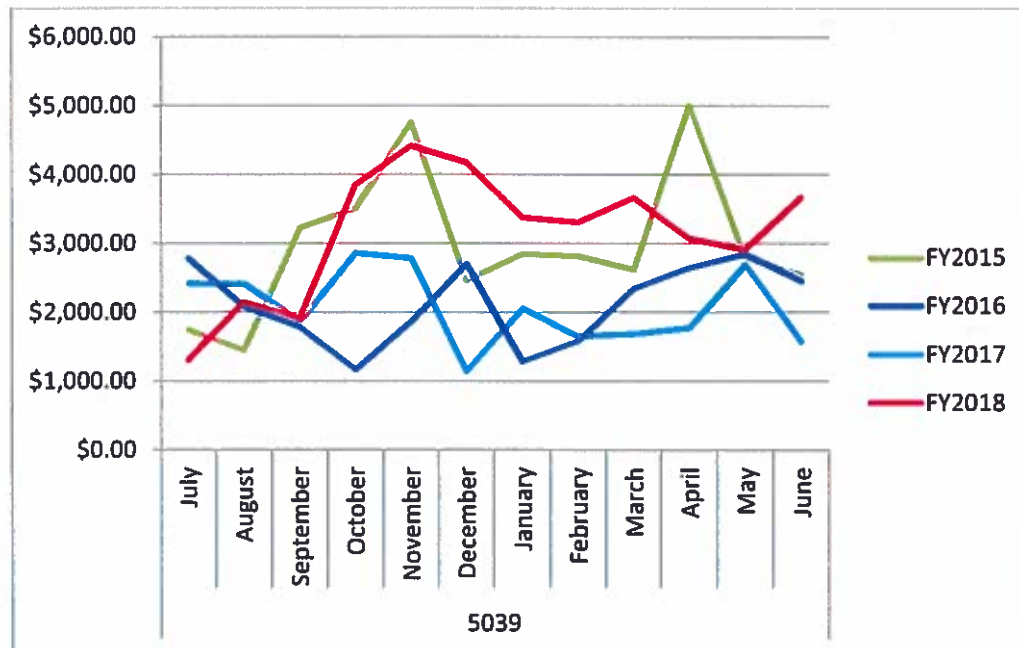
II. Museum Store Sales

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 18 | 1,304 | 2,149 | 1,917 | 3,854 | 4,419 | 4,177 | 3,380 | 3,307 | 3,662 | 3,072 | 2,909 | 3,668 | 37,818 |
| FY 17 | 2,415 | 2,413 | 1,871 | 2,863 | 2,788 | 1,144 | 2,056 | 1,648 | 1,682 | 1,768 | 2,686 | 1,699 | 25,032 |
| FY 16 | 2,776 | 2,083 | 1,784 | 1,168 | 1,869 | 2,705 | 1,284 | 1,586 | 2,344 | 2,643 | 2,846 | 2,447 | 25,534 |
| FY 15 | 1,660 | 1,529 | 3,231 | 3,505 | 3,895 | 3,250 | 2,928 | 2,818 | 2,138 | 5,611 | 2,587 | 3,217 | 36,368 |
| 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 |
| YTD | 1,304 | 3,453 | 5,370 | 9,224 | 13,643 | 17,820 | 21,200 | 24,507 | 28,169 | 31,240 | 34,149 | 37,818 | 37,818 |
| YTD Comparison | 54.0% | 71.5% | 80.2% | 96.5% | 110.5% | 132.1% | 136.3% | 142.5% | 149.2% | 151.3% | 146.4% | 151.1% | |
| Monthly Comparison | 54.0% | 89.1% | 102.4% | 134.6% | 158.5% | 365.2% | 164.4% | 200.7% | 217.6% | 173.7% | 108.3% | 216.0% | |

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.

NSMLV STORE SALES ANNUAL COMPARISON



Museum Store Sales

Since the beginning of FY2018 the Museum Store has operated from a recovery position after experiencing significant challenges in previous years. A large portion of our opening budget had to be spent early to replenish inventory and fill empty shelves to generate desperately needed sales. As a result, the store enjoyed the best holiday season sales it had seen in many years. With

merchandise flying off the shelves, we quickly exhausted our budgeted spending authority only halfway through the fiscal year. Additional spending authority was granted to us in April 2018. However, by then, our inventory was once again depleted, and several weeks were required to reorder and restock. This slowdown in our momentum is especially reflected in May 2018 sales numbers, which show a downward trend. As expected, the increased spending authority was the shot of energy the store needed. June's sales numbers rose significantly in response to our ability to provide a good variety of merchandise to our visitors. Not only did our sales increase, but due to our rigorous purchasing standards, the store continues to generate an approximate 67% profit margin.

In June 2018, we also conducted our annual inventory. While our results indicated that we are able to maintain a good level of control over our inventory, our POS system presents challenges in reporting that fact. A comparison of actual ordering, receiving and invoicing documents shows expected levels of inventory. However, how the POS system records those processes generated significant discrepancies. Store staff continues to take steps to correct errors and adjust procedures to accommodate the shortcomings and complications of the POS system. As we gain more experience in using the POS system, and in predicting and responding to inventory flows, we expect to achieve even more success in the coming fiscal year. Report through June 30, 2018.

III. Museum Revenue and Expenditure

Museum Store Profit and Loss Chart

| FY2018 | Revenues | Expenditures | | | Total Expenditure | Net Profit (Loss) | % Net Profit (Loss) |
|-------------------|---------------|---------------|---------------|--------------|-------------------|-------------------|---------------------|
| | | Merchandise | Personnel | Oper/Other | | | |
| July | 1,304 | - | - | - | - | 1,304 | 100.0% |
| August | 2,149 | 980 | - | 1,282 | 2,262 | (113) | (5.3%) |
| September | 1,917 | 3,586 | - | 92 | 3,678 | (1,761) | (91.9%) |
| October | 3,854 | 4,605 | - | 28 | 4,633 | (779) | (20.2%) |
| November | 4,419 | 1,490 | - | 35 | 1,525 | 2,894 | 65.5% |
| December | 4,177 | 1,297 | - | 115 | 1,412 | 2,764 | 66.2% |
| January | 3,380 | 1,429 | - | 313 | 1,742 | 1,638 | 48.5% |
| February | 3,307 | 253 | - | 123 | 376 | 2,932 | 88.6% |
| March | 3,662 | 234 | - | 123 | 357 | 3,305 | 90.3% |
| April | 3,072 | 140 | - | 90 | 231 | 2,841 | 92.5% |
| May | 2,909 | 2,568 | - | 95 | 2,663 | 246 | 8.5% |
| June | 3,668 | 3,453 | - | 165 | 3,617 | 51 | 1.4% |
| FY17 Total | 37,818 | 20,035 | - | 2,461 | 22,497 | 15,321 | 40.5% |
| FY17 Total | 25,032 | 5,719 | - | 2,025 | 7,744 | 17,287 | 69.1% |
| FY16 Total | 25,535 | 8,424 | 227 | 2,191 | 10,842 | 14,692 | 57.5% |
| FY15 Total | 36,368 | 10,590 | - | 2,633 | 13,223 | 23,145 | 63.6% |
| FY14 Total | 40,215 | 9,031 | 28,738 | 2,924 | 40,694 | (479) | (1.2%) |

Museum Store Revenue and Expenditures

This report indicates a modest loss over the first quarter of the fiscal year, largely on account of merchandise purchased in September, but a steady and encouraging improvement through the rest

of the FY 2018. Sales from the store, along with membership sales, are the primary support mechanisms for the museum's dedicated trust fund budget [MDTF]. The volume of sales (and the volume of membership sales) still falls short of generating ample revenue to sustain trust fund activities such as programming and staff development. While the store has not employed a full-time Retail Storekeeper for some years, it has been staffed by both a part-time Museum Attendant II as well as workers loaned by the Springs Preserve as required by the Interlocal [Joint Operating] Agreement. However, effective July 18, 2017, Museum administration moved the part-time Museum Attendant out of the store into a full-time Museum Attendant II position at the front desk. Store staffing now depends upon staff from the Springs Preserve at no cost to the state, hopefully improving the MDTF bottom line which might benefit the store and Museum in the long run. Report is through June 30, 2018.

IV. Membership Program

Membership Figures

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

| Membership Categories | July - Sep | | Oct - Dec | | Jan - Mar | | April - June | | TOTAL | |
|-----------------------|------------|-----------|------------|-----------|-----------|-----------|--------------|-----------|------------|-----------|
| | New | Renew | New | Renew | New | Renew | New | Renew | New | Renew |
| Individual | 2 | 1 | 1 | 1 | 3 | 2 | 2 | 8 | | 20 |
| Family | 4 | 5 | 5 | 4 | 5 | 6 | 6 | 14 | | 49 |
| Sustaining | 0 | 1 | 0 | 4 | 0 | 2 | 1 | 6 | | 14 |
| Contributing | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | | 2 |
| Patron | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 |
| Benefactor | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | | 1 |
| Senior | 6 | 3 | 6 | 6 | 9 | 8 | 7 | 18 | | 63 |
| FY 18 | 12 | 10 | 12 | 15 | 17 | 18 | 16 | 49 | 57 | 92 |
| FY 17 | 17 | | 11 | | 33 | | 70 | | 131 | 0 |
| FY 16 | 22 | | 18 | | 81 | | 27 | | 148 | 0 |
| FY 15 | 27 | | 100 | | 33 | | 29 | | 189 | 0 |
| FY 14 | 48 | | 58 | | 30 | | 42 | | 178 | 0 |
| YTD | 12 | 10 | 12 | 15 | 17 | 18 | 16 | 49 | 57 | 92 |
| YTD Comparison | 100.00% | 100.00% | 1250.00% | 1060.00% | 2441.46% | 2541.86% | 4128.07% | 4353.26% | | |
| Monthly Comparison | 70.59% | #DIV/0! | 109.09% | #DIV/0! | 51.52% | #DIV/0! | 22.86% | #DIV/0! | | |

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

Membership Sales

Membership sales 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 18 | 120 | 345 | 365 | 250 | 435 | 630 | 550 | 485 | 515 | 475 | 1,670 | 2,250 | 8,091 |
| FY 17 | 110 | 1,475 | 0 | 160 | 60 | 80 | 335 | 500 | 470 | 1,515 | 1,835 | 1,855 | 8,395 |
| FY 16 | 260 | 1,170 | 100 | 120 | 395 | 215 | 150 | 4,375 | 815 | 190 | 125 | 570 | 8,485 |
| FY 15 | 745 | 240 | 235 | 440 | 2,830 | 1,170 | 2,285 | 385 | 790 | 595 | 255 | 555 | 10,525 |
| FY 14 | 620 | 1,900 | 810 | 555 | 2,380 | 1,255 | 1,505 | 245 | 200 | 155 | 650 | 1,210 | 11,485 |
| YTD | 120 | 465 | 830 | 1,080 | 1,516 | 2,146 | 2,696 | 3,181 | 3,696 | 4,171 | 5,841 | 8,091 | 8,395 |
| YTD Comparison | 109.09% | 29.35% | 52.39% | 61.91% | 83.96% | 113.82% | 121.42% | 116.94% | 115.85% | 88.64% | 89.31% | 96.38% | |
| Monthly Comparison | 109.09% | 23.40% | #DIV/0! | 156.25% | 725.17% | 787.56% | 164.18% | 97.03% | 109.57% | 31.35% | 91.02% | 121.29% | |

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 Program Narrative:

The Museum's monthly membership numbers in July 2017- June 2018 [149] are higher than what they were during the same period in 2016-17 [131]. While this improvement is encouraging, we find there is still some confusion by the public between membership in the museum and membership in the Springs Preserve—by the time patrons reach the museum they have already been dunned for Springs membership and are usually unwilling to buy a second membership. In addition, the museum traditionally does well selling memberships at large public events, but the number and frequency of these events has been curtailed. [See VII below.] However, an improved presence on social media, increased store sales—where memberships are often sold—, as well as better training of staff in collecting memberships, may indicate a trend toward rectifying previous shortcomings. Report is through June 30, 2018.

Nevada State Museum Las Vegas
 Report to the Board
 September 27, 2018

V. Museum Attendance

Attendance 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 18 | 6,077 | 4,457 | 3,803 | 5,592 | 4,232 | 4,071 | 4,277 | 4,072 | 7,045 | 6,897 | 6,018 | 5,087 | 61,628 |
| FY 17 | 5,449 | 4,978 | 3,715 | 3,846 | 5,210 | 3,479 | 2,764 | 3,983 | 7,755 | 7,847 | 5,678 | 6,440 | 61,144 |
| FY 16 | 6,958 | 5,195 | 4,171 | 4,084 | 3,742 | 3,351 | 3,832 | 4,106 | 5,562 | 4,944 | 4,829 | 5,604 | 56,378 |
| FY 15 | 3,058 | 2,771 | 2,609 | 4,372 | 3,731 | 3,080 | 2,815 | 3,609 | 4,925 | 5,542 | 5,054 | 4,176 | 45,742 |
| 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 |
| YTD | 6,077 | 10,534 | 14,337 | 19,929 | 24,161 | 28,232 | 32,509 | 36,581 | 43,626 | 50,523 | 56,541 | 61,628 | 61,628 |
| YTD Comparison | 111.53% | 101.03% | 101.38% | 110.79% | 104.15% | 105.83% | 110.42% | 109.45% | 105.94% | 103.05% | 103.36% | 100.79% | |
| Monthly Comparison | 111.53% | 89.53% | 102.37% | 145.40% | 81.23% | 117.02% | 154.74% | 102.23% | 90.84% | 87.89% | 105.99% | 78.99% | |

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 July 2017- June 2018 [61,628] reflects a small increase in visitation over the same period in 2016-17 [61,144]. Report reflects attendance through June 30, 2018.

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 18 | 53172 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 53,172 |
| FY 17 | 0 | 53,172 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 53,172 |
| FY 16 | 53,172 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 53,172 |
| FY 15 | 0 | 0 | 0 | 0 | 0 | 0 | 106344 | 0 | 0 | 0 | 0 | 0 | 106,344 |
| FY 14 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| YTD | 53,172 | 53,172 | 53,172 | 53,172 | 53,172 | 53,172 | 53,172 | 53,172 | 53,172 | 53,172 | 53,172 | 53,172 | 53,172 |
| 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 | 50.0% |
| 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 an Interlocal Agreement with the Las Vegas Valley Water District and those numbers are not available to us on a monthly basis. A \$53,172 base payment from the Las Valley Water District is received in July of the fiscal year.

VII. Fundraising

While the Museum has raised modest amounts of funds by renting storage space to other museums, the Museum's only such agreement—with the Mob Museum—ended on March 31, 2018. Small amounts are also raised through renting our public rooms for events and organizational meetings. Non-mission-related paid events were curtailed long ago 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. Further, several paying events the Museum might have hosted in years past were lost due to catering costs quoted by Divine Events, which third party clients, as stipulated in its Interlocal Agreement with the Las Vegas Valley Water District, are required to hire.

In the spring of 2016 a number of volunteers established a new group, the Friends of the Nevada State Museum, which has raised funds to support the museum and its operations. Of particular note are funds the Friends raised to pay for busing Clark County school children to the museum for field visits, installation of Wifi, and various tools and equipment for curatorial work. In consequence of the Friends' efforts to bus school children to the Museum, the Legislature established and is funding such a program state-wide. Increased school visits has resulted in increased store sales. Likewise, the Board of Museums and History donated a remaining amount in funds raised by the Friends to install WiFi in the Museum [completed on May 8, 2018]. The Friends currently are providing volunteers to work the museum's front desk, to supplement staff in programming, and are working with Board member Dan Markoff in addressing possible mitigation of the catering issue described above.

The Museum, through restricted donations, has established a collection development fund [3902], an exhibits fund [3903], a programming fund [3904], a children's programming fund [3906], a costume and textiles fund [3905], a natural history fund [3907], a library fund [3908], and an audiovisual collections fund [3909]. Funds remaining in restricted account 3903 from the Museum's sesquicentennial exhibit [\$150] were transferred into restricted account 3904 [programming].

VIII. Museum Activities

statistics [July 2017 - June 2018]

school groups: 7,140 children
trunks: 8,298 children's use
volunteer hours: 8,668
research requests: 1,251
collections: 7,664 items added to the collections
Past Perfect catalog: 35,628 records added/updated
Past Perfect online records: 10,000
Facebook: 6,279 fans
Twitter: 1,337 followers

events [July 2017 – June 2018]

The Museum continues sponsoring, hosting, and collaborating on events and exhibits 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 Society for Creative Anachronism [SCA]; the Nevada Humanities Committee; Red Rock Audubon Society; Friends of the Nevada State Museum, Las Vegas; Ordo Templi Orientis; Southern Nevada Women's History Project; Pioneering Las Vegas History; the Gem and Mineral Society of Southern Nevada; Las Vegas Tourist Guide Guild trainings; Nevada Department of Tourism and Cultural Affairs; the Regional Transportation Commission; Nevada Agency HR; Nevada Department of Disability and Aging; the City of Boulder City; ; the Southern Nevada Agency Partnership Cultural Resources Team; the Rainbow Company children's theatre troupe; the Southern Nevada Conservancy; the SB 244 Legislation group; and the Clark County School District. In addition, the Museum hosts autograph receptions for book releases; exhibit opening receptions; educational lectures and workshops, panel discussions, performances; and events from Nevada state divisions, commissions, and institutions. In the period July 2017– June 2018 these special events attracted 6,524 participants.

staff activities [July 2017 – June 2018]

Staff at the Nevada State Museum, Las Vegas continue supporting the Museum and its mission by providing lectures, introductions, workshops, demonstrations, live Facebook tutorials, media interviews, 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 Mob Museum; Las Vegas City Hall; the Las Vegas News Bureau; the Special Collections Department of the University of Nevada, Las Vegas Lied Library; the Las Vegas-Clark County Library District; the Springs Preserve; and the Las Vegas Convention and Visitors Authority. Staff have also represented the Museum at the Southern Nevada Agency Partnership Cultural Resource Team [SNAPCRT]; the Nevada Museums Association [NMA]; the Conference of Inter-Mountain Archivists [CIMA]; the American Association for State and Local History [AASLH]; and the Protectors of Tule Springs [POTS]. Timothy Gordon and assistant of Timothy Gordon Appraisals spent June 25-29 at the Museum assessing collections in anticipation of appraising the Museum's holdings. Finally, the Museum curators and Exhibits Department have established the Curator's Canyon. Each of the curators and the director has been provided an exhibit case in the Canyon Gallery where they can, on a rotating basis, display new and significant artifacts from their respective collections with donor recognition. The purpose is not only to exhibit artifacts that would not ordinarily be seen by the public, but to inspire donations and promote donors. On March 7, 2018 the American Alliance of Museums [AAM] notified the Museum that its re-accreditation had been granted—staff had been working on this effort since early 2016. Included in the Museum's re-accreditation was the issue of the lack of directional signage for the Museum on the Springs Preserve. In the fall of 2017 the director, curators, and exhibits manager toured the Preserve and produced a prospectus for improving Museum signage. The director had a meeting about signage with Preserve staff in December to discuss the issue; subsequently, the Preserve installed improved, albeit temporary, directional signage for the Museum. This not

only made a significant difference in the AAM's re-accreditation decision, but may signal a general improvement in the relationship between the Museum and the Springs.

The Museum this year has also taken advantage of the Summer Youth Internship Program sponsored by the State of Nevada's Bureau of Vocational Rehabilitation. This program provides services for people with disabilities who have difficulty finding or maintaining employment. Three interns from this program provided significant help at the front desk, in Education, and in the Exhibits Department.

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 is open Tuesday through Sunday, 9:00 a.m. to 5:00 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
August 10, 2018

**Division of Museums & History
Fiscal Year 2018
Morgan Stanley Investment Accounts
Summary For Month Ending June 30, 2018**

| DATE | ACCOUNT | D W Monthly Statement | | | | Disbursement to Museums | | | | | | | | | |
|---|--------------------------|-----------------------|--------------------|-----------------------|-----------------------|-------------------------|--------------------|---------------------|---------------------|---------------------|------------------------|-----------------------------|-----------------------|-------------------|-----------------------|
| | | CASH | MMF | STOCKS | TOTAL | Board Use | NSMLV | NHS | LCM | NSM | Bretzloff Endowment | NSRM | EERDM | BCRRM | TOTAL |
| Jun-18 | 171-101256-040 (BRANDES) | 0.00 | 0.00 | 0.00 | 0.00 | -104,358.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Jun-18 | 171-044095-040 (AAA) | 45,577.70 | 7,914.07 | 0.00 | 53,491.77 | -15,379.10 | 1,147.40 | 2,425.59 | 16,263.70 | 4,566.73 | 0.00 | 23,166.14 | 5,614.72 | 307.47 | 53,491.77 |
| Jun-18 | 171-048534-040 (AAA-WHV) | 0.00 | 0.00 | 0.00 | 0.00 | -125,366.87 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Jun-18 | 171-101259-040 (BSA-UMA) | 0.00 | 12,985.43 | 1,459,727.81 | 1,472,713.24 | -236,688.50 | 65,743.17 | 291,116.37 | 519,503.69 | 149,375.76 | 265,132.59 | 121,078.47 | 55,760.02 | 5,001.17 | 1,472,713.24 |
| Total | | \$45,577.70 | \$20,899.50 | \$1,459,727.81 | \$1,526,205.01 | -\$481,792.47 | \$66,890.57 | \$293,543.96 | \$535,767.39 | \$153,942.49 | \$265,132.59 | \$144,244.61 | \$61,374.75 | \$5,308.64 | \$1,526,205.01 |
| Private Funds Held in the Treasurer's Account FY2018 | | | | | | BMH | NSMLV | NHS | LCM | NSM | DMH | NSRM | | | |
| | | | | | | 4,788.61 | 15,397.05 | 17,708.40 | 12,261.49 | 47,995.70 | 266.09 | 11,642.99 | 110,040.33 | | |
| Balance Forward to new Fiscal Year | | | | | | | | | | | | | | | |
| Private Funds Held in the Treasurer's Account FY2019 | | | | | | 12,958.00 | 34,524.00 | 883,444.00 | 34,504.00 | 751,790.00 | 18,031.00 | 171,127.00 | 1,906,378.00 | | |
| | | | | | | | | | | | As of 6/30/2018 | Total Combined Funds | \$3,542,623.34 | | |

Division of Museums & History
Fiscal Year 2018
Morgan Stanley Investment Accounts
Summary For Month Ending May 31, 2018

| DATE | ACCOUNT | D W Monthly Statement | | | | Disbursement to Museums | | | | | | | | | |
|--------|--|-----------------------|--------------------|-----------------------|-----------------------|-------------------------|--------------------|---------------------|---------------------|---------------------|------------------------|-----------------------------|--------------------|-------------------|-----------------------|
| | | CASH | MMF | STOCKS | TOTAL | Board Use | NSMLV | NHS | LCM | NSM | Bretzloff Endowment | NSRM | EERDM | BCRRM | TOTAL |
| May-18 | 171-101258-040 (BRANDES) | 0.00 | 0.00 | 0.00 | 0.00 | -104,358.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| May-18 | 171-044095-040 (AAA) | 45,573.16 | 7,914.07 | 0.00 | 53,487.23 | -15,379.10 | 1,147.31 | 2,425.39 | 16,262.32 | 4,566.35 | 0.00 | 23,164.17 | 5,614.25 | 307.44 | 53,487.23 |
| May-18 | 171-046534-040 (AAA-WHV) | 0.00 | 0.00 | 0.00 | 0.00 | -125,366.67 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| May-18 | 171-101259-040 (BSA-UMA) | 0.00 | 12,984.33 | 1,461,572.16 | 1,474,556.49 | -236,688.50 | 65,825.45 | 291,482.74 | 520,153.90 | 149,562.72 | 265,464.43 | 121,230.01 | 55,829.81 | 5,007.43 | 1,474,556.49 |
| | Total | \$45,573.16 | \$20,898.40 | \$1,461,572.16 | \$1,528,043.72 | -\$481,792.47 | \$66,972.76 | \$293,908.12 | \$536,416.22 | \$154,129.06 | \$265,464.43 | \$144,394.18 | \$61,444.06 | \$5,314.87 | \$1,528,043.72 |
| | Private Funds Held in the Treasurer's Account | | | | | | BMH | NSMLV | NHS | LCM | NSM | DMH | NSRM | | |
| | | | | | | | 19,385.44 | 49,823.05 | 1,203,727.29 | 46,337.07 | 1,009,386.70 | 18,289.62 | 296,053.46 | | 2,642,996.63 |
| | | | | | | | | | | | As of 5/31/2018 | Total Combined Funds | | | \$4,171,040.35 |

Division of Museums & History
Fiscal Year 2018
Morgan Stanley Investment Accounts
Summary For Month Ending April 30, 2018

| DATE | ACCOUNT | D W Monthly Statement | | | | Disbursement to Museums | | | | | | | | | |
|--|--------------------------|-----------------------|--------------------|-----------------------|-----------------------|-------------------------|--------------------|---------------------|---------------------|------------------------|---------------------|-----------------------------|---------------------|-----------------------|-----------------------|
| | | CASH | MMF | STOCKS | TOTAL | Board Use | NSMLV | NHS | LCM | NSM | Bretzloff Endowment | NSRM | EERDM | BCRM | TOTAL |
| Apr-18 | 171-101256-040 (BRANDES) | 0.00 | 0.00 | 0.00 | 0.00 | -104,358.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Apr-18 | 171-044095-040 (AAA) | 45,568.62 | 7,914.07 | 0.00 | 53,482.69 | -15,379.10 | 1,147.21 | 2,425.18 | 16,260.94 | 4,565.96 | 0.00 | 23,162.21 | 5,613.77 | 307.41 | 53,482.69 |
| Apr-18 | 171-046543-040 (AAA-WHV) | 0.00 | 0.00 | 0.00 | 0.00 | -125,366.87 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Apr-18 | 171-101259-040 (BSA-UMA) | 0.00 | 12,983.22 | 1,449,887.45 | 1,462,870.67 | -236,688.50 | 65,303.79 | 289,172.75 | 516,031.69 | 148,377.44 | 263,360.63 | 120,269.27 | 55,387.36 | 4,967.75 | 1,462,870.67 |
| Total | | \$45,568.62 | \$20,897.29 | \$1,449,887.45 | \$1,516,353.36 | -\$481,792.47 | \$66,451.00 | \$291,597.92 | \$532,292.64 | \$152,943.40 | \$263,360.63 | \$143,431.47 | \$61,001.13 | \$5,275.16 | \$1,516,353.36 |
| Private Funds Held in the Treasurer's Account | | | | | | BMH | NSMLV | NHS | LCM | NSM | DMH | NSRM | | | |
| | | | | | | 21,125.07 | 48,004.59 | 1,234,486.87 | 51,377.75 | 1,003,216.65 | 19,874.42 | 289,578.92 | 2,667,664.27 | | |
| | | | | | | | | | | As of 4/30/2018 | | Total Combined Funds | | \$4,164,017.63 | |

Portfolio Summary

Prepared on July 09, 2018 for:

STATE OF NEVADA DIVISION OF MUSEUMS

STATE OF NEVADA DIVISION OF MUSEUMS

ATTENTION: PETER BARTON

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ROSEVILLE, CA 95661

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Please review the disclosures and definitions throughout this Document.
Various sub-sections of this Document may not contain information on all accounts/positions covered in this Document.

ACCOUNT(S) INCLUDED IN THIS REPORT

STATE OF NEVADA DIVISION OF MUSEUMS

Reporting Currency: USD

MORGAN STANLEY WEALTH MANAGEMENT

| Account Name and Address | Account Type/ Manager Name | Advisory/ Brokerage | Account Number | Date Opened | Date Closed |
|--|-------------------------------|------------------------|----------------|-------------|-------------|
| STATE OF NEVADA DIVISION OF MUSEUMS 412 E MUSSEY ST SUITE 2 CARSON CITY | Consulting Group Advisor | Advisory | 171-XXX259 | 07/08/92 | - |
| | AAA | Advisory | 171-XXX256 | 07/08/92 | - |
| | AAA | Brokerage | 171-XXX095 | 08/18/09 | - |
| | AAA | Advisory | 171-XXX534 | 03/11/11 | - |

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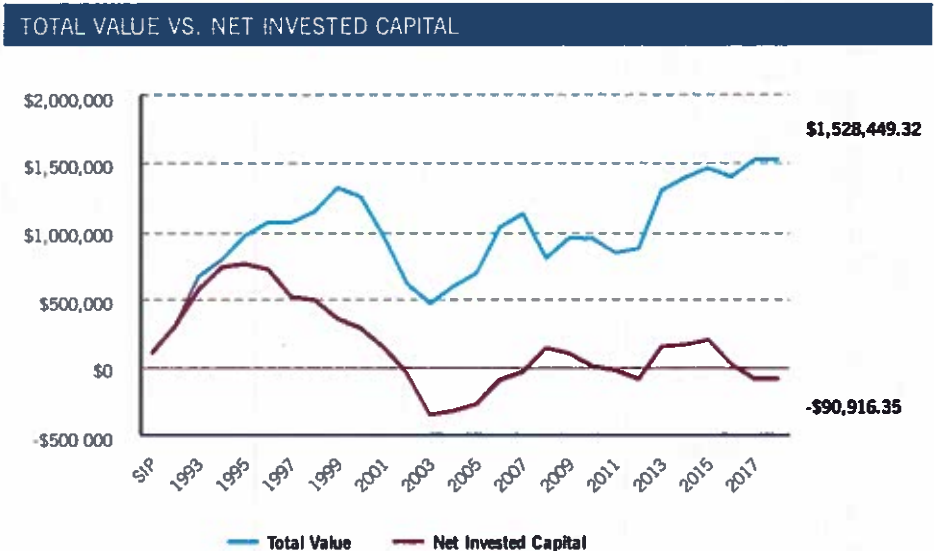
All content within this Document applies to the accounts listed above or a subset thereof, unless otherwise indicated.

INVESTMENT SUMMARY DOLLAR WEIGHTED RETURNS

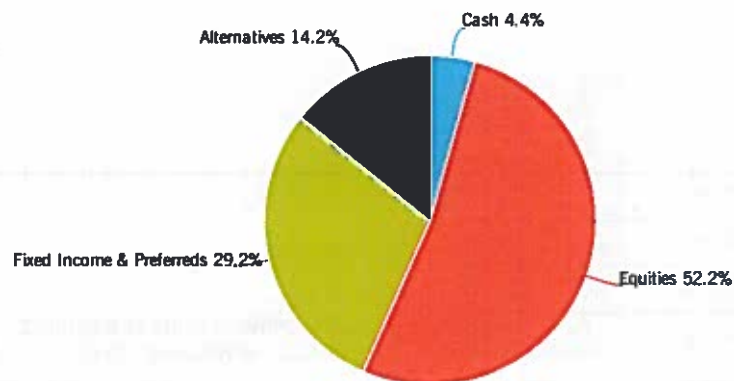
STATE OF NEVADA DIVISION OF MUSEUMS

As of June 30, 2018 | Reporting Currency: USD

| DOLLAR-WEIGHTED RETURN % (NET OF FEES) | | | |
|--|--|-------------------------------------|--|
| | Quarter to Date (\$) 03/31/18-06/30/18 | Year to Date (\$) 12/31/17-06/30/18 | Performance Inception (\$) 07/14/92-06/30/18 |
| Beginning Total Value | 1,516,888.13 | 1,525,694.23 | 102,750.00 |
| Net Contributions/Withdrawals | 0.00 | 0.00 | -193,666.35 |
| Investment Earnings | 11,561.19 | 2,755.09 | 1,619,365.67 |
| Ending Total Value | 1,528,449.32 | 1,528,449.32 | 1,528,449.32 |
| DOLLAR WEIGHTED RATE OF RETURN (Annualized for periods over 12 months) | | | |
| Return % (Net of Fees) | 0.76 | 0.18 | 7.66 |



ASSET ALLOCATION



INCOME AND DISTRIBUTION SUMMARY

| | Rolling 12 Months (\$) 07/01/17-06/30/18 | Year To Date (\$) 01/01/18-06/30/18 |
|---------------------------------|--|-------------------------------------|
| ASSET CLASS | | |
| Cash | 32.80 | 22.43 |
| Equities | 41,784.61 | 2,683.86 |
| Fixed Income & Preferreds | 7,783.92 | 6,172.13 |
| Alternatives | 8,006.70 | 2,193.46 |
| Multi-Asset | 1,596.49 | 1,354.19 |
| Total Asset Class | 59,204.52 | 12,426.07 |
| TAX CATEGORY | | |
| Taxable Account(s) | | |
| Taxable | 59,204.52 | 12,426.07 |
| Tax-Exempt | - | - |
| Total | 59,204.52 | 12,426.07 |
| Tax Qualified Account(s) | | |
| Total Tax Category | 59,204.52 | 12,426.07 |

Taxable and tax-exempt income classifications are based on characteristics of the underlying securities and not the taxable status of the account.

DOLLAR WEIGHTED PERFORMANCE DETAIL

STATE OF NEVADA DIVISION OF MUSEUMS

As of June 30, 2018 | Reporting Currency: USD

RETURN % (NET OF FEES) VS. BENCHMARKS

| Account Name/ Benchmark | Account Number | Performance Inception Date | Total Value (\$) 06/30/18 | % Of Portfolio 06/30/18 | Month to Date (%) 05/31/18 - 06/30/18 | Quarter to Date (%) 03/31/18 - 06/30/18 | Year to Date (%) 12/31/17 - 06/30/18 | Last 3 Years (%) 06/30/15 - 06/30/18 | Last 5 Years (%) 06/30/13 - 06/30/18 | Performance Inception Month End (%) to 06/30/18 | Performance Inception (%) to 06/30/18 |
|--|----------------|----------------------------------|------------------------------|-------------------------------|--|--|---|---|---|---|---|
| ADVISORY | | 07/15/92 | 1,474,957.55 | 96.50 | -0.05 | 0.79 | 0.11 | 6.33 | 8.75 | 7.66 | 7.69 |
| STATE OF NEVADA DIVISION OF MUSEUMS (Consulting Group Advisor) | 171-XXX259 | 07/15/92 | 1,474,957.55 | 96.50 | -0.05 | 0.79 | 0.11 | 6.33 | 8.75 | 7.66 | 7.69 |
| BROKERAGE | | 07/14/92 | 53,491.77 | 3.50 | 0.01 | 0.03 | 2.09 | 10.46 | 9.35 | 7.76 | 7.63 |
| STATE OF NEVADA DIVISION OF MUSEUMS (AAA) | 171-XXX095 | 01/01/11 | 53,491.77 | 3.50 | 0.01 | 0.03 | 0.03 | 0.02 | 0.04 | 0.37 | 0.39 |
| STATE OF NEVADA DIVISION OF MUSEUMS (AAA) | 171-XXX256 | 07/14/92 | 0.00 | 0.00 | - | - | - | - | - | - | - |
| STATE OF NEVADA DIVISION OF MUSEUMS (AAA) | 171-XXX534 | 04/01/11 | 0.00 | 0.00 | - | - | - | - | - | - | - |

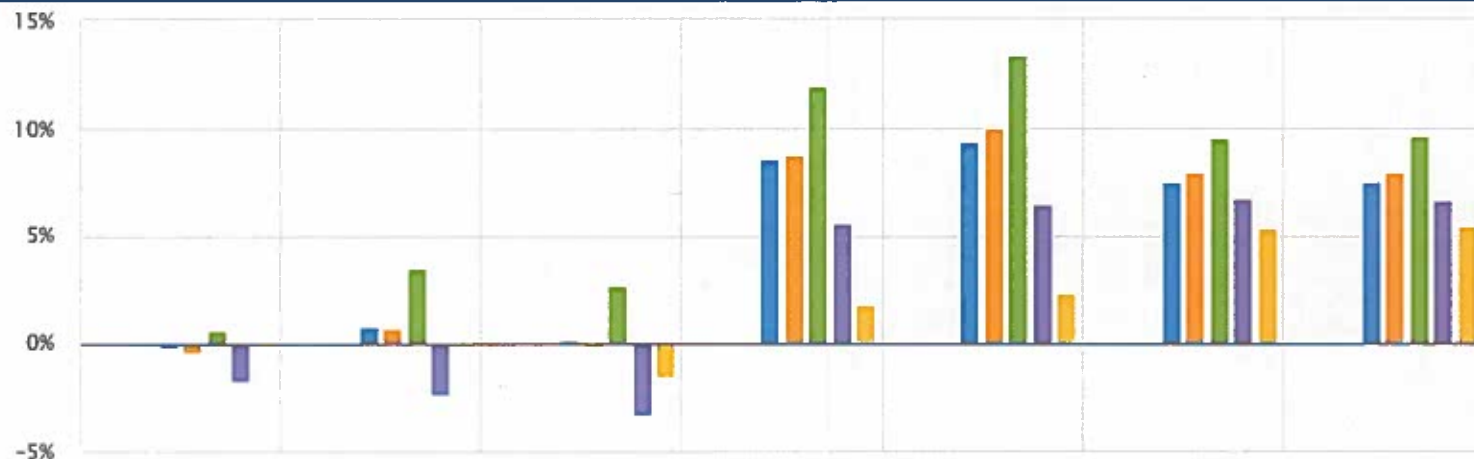
The investment returns shown on this page are dollar-weighted measurements which are affected by the timing and amount of your contributions and withdrawals.

TIME WEIGHTED PERFORMANCE SUMMARY

STATE OF NEVADA DIVISION OF MUSEUMS

As of June 30, 2018 | Reporting Currency: USD

RETURN % (NET OF FEES) VS. BENCHMARKS



| | Month to Date 05/31/18 - 06/30/18 | Quarter to Date 03/31/18 - 06/30/18 | Year to Date 12/31/17 - 06/30/18 | Last 3 Years 06/30/15 - 06/30/18 | Last 5 Years 06/30/13 - 06/30/18 | Performance Inception Month End 07/31/92 - 06/30/18 | Performance Inception 07/14/92 - 06/30/18 |
|---|--------------------------------------|--|-------------------------------------|-------------------------------------|-------------------------------------|---|--|
| Beginning Total Value (\$) | 1,529,230.91 | 1,516,888.13 | 1,525,694.23 | 1,417,536.84 | 915,878.96 | 298,750.00 | 102,750.00 |
| Net Contributions/Withdrawals (\$) | 0.00 | 0.00 | 0.00 | -250,535.38 | 18,478.11 | -392,303.35 | -193,666.35 |
| Investment Earnings (\$) | -781.59 | 11,561.19 | 2,755.09 | 361,447.86 | 594,092.25 | 1,622,002.67 | 1,619,365.67 |
| Ending Total Value (\$) | 1,528,449.32 | 1,528,449.32 | 1,528,449.32 | 1,528,449.32 | 1,528,449.32 | 1,528,449.32 | 1,528,449.32 |
| Return % (Net of Fees) | -0.05 | 0.76 | 0.18 | 8.59 | 9.42 | 7.56 | 7.51 |
| MSCI AC World Gross (%) | -0.50 | 0.72 | -0.13 | 8.79 | 10.00 | 8.02 | 8.02 |
| S&P 500 Total Return (%) | 0.62 | 3.43 | 2.65 | 11.94 | 13.43 | 9.62 | 9.69 |
| MSCI AC World ex US Gross (%) | -1.84 | -2.39 | -3.44 | 5.57 | 6.48 | 6.77 | 6.67 |
| Barclays Aggregate (%) | -0.12 | -0.16 | -1.62 | 1.72 | 2.27 | 5.32 | 5.39 |

The investment returns shown on this page are time-weighted measurements which exclude the effect of the timing and amount of your contributions and withdrawals.

TIME WEIGHTED PERFORMANCE BY PERIOD

STATE OF NEVADA DIVISION OF MUSEUMS

As of June 30, 2018 | Reporting Currency: USD

RETURN % (NET OF FEES) VS. BENCHMARKS

From 07/14/1992 - 06/30/2018

| Period | Beginning Total Value (\$) | Net Contributions/ Withdrawals (\$) | Investment Earnings (\$) | Ending Total Value (\$) | Period Returns% | | | | |
|------------|-------------------------------|--|-----------------------------|----------------------------|----------------------------|------------------------|-------------------------|------------------------------|--------------------|
| | | | | | Portfolio (Net Of Fees) | MSCI AC World Gross | S&P 500 Total Return | MSCI AC World ex US Gross | Barclays Aggregate |
| 2018 (YTD) | 1,525,694.23 | 0.00 | 2,755.09 | 1,528,449.32 | 0.18 | -0.13 | 2.65 | -3.44 | -1.62 |
| 2017 | 1,400,127.85 | -106,020.71 | 231,587.09 | 1,525,694.23 | 17.36 | 24.62 | 21.83 | 27.77 | 3.54 |
| 2016 | 1,465,113.11 | -181,323.79 | 116,338.53 | 1,400,127.85 | 8.10 | 8.48 | 11.96 | 5.01 | 2.65 |
| 2015 | 1,394,658.80 | 36,714.00 | 33,740.31 | 1,465,113.11 | 2.41 | -1.84 | 1.38 | -5.25 | 0.55 |
| 2014 | 1,302,024.72 | 12,304.63 | 80,329.45 | 1,394,658.80 | 6.23 | 4.71 | 13.69 | -3.44 | 5.97 |
| 2013 | 878,852.12 | 241,730.60 | 181,442.00 | 1,302,024.72 | 20.18 | 23.44 | 32.39 | 15.78 | -2.02 |
| 2012 | 846,496.68 | -66,205.05 | 98,560.49 | 878,852.12 | 12.21 | 16.80 | 16.00 | 17.39 | 4.21 |
| 2011 | 954,160.53 | -28,962.62 | -78,701.23 | 846,496.68 | -8.58 | -6.86 | 2.11 | -13.33 | 7.84 |
| 2010 | 956,787.49 | -94,397.00 | 91,770.04 | 954,160.53 | 10.76 | 13.21 | 15.06 | 11.60 | 6.54 |
| 2009 | 805,828.39 | -40,681.32 | 191,640.42 | 956,787.49 | 24.81 | 35.41 | 26.46 | 42.14 | 5.93 |
| 2008 | 1,131,720.06 | 175,617.04 | -501,508.71 | 805,828.39 | -37.94 | -41.85 | -37.00 | -45.24 | 5.24 |
| 2007 | 1,033,200.44 | 61,535.99 | 36,983.63 | 1,131,720.06 | 3.55 | 12.18 | 5.49 | 17.12 | 6.97 |
| 2006 | 695,427.32 | 178,152.63 | 159,620.49 | 1,033,200.44 | 20.17 | 21.53 | 15.79 | 27.16 | 4.33 |
| 2005 | 596,426.88 | 49,915.28 | 49,085.16 | 695,427.32 | 7.52 | 11.37 | 4.91 | 17.11 | 2.43 |
| 2004 | 469,410.40 | 27,679.16 | 99,337.32 | 596,426.88 | 20.43 | 15.75 | 10.88 | 21.36 | 4.34 |
| 2003 | 616,885.48 | -306,315.08 | 158,840.00 | 469,410.40 | 44.65 | 34.63 | 28.68 | 41.41 | 4.10 |
| 2002 | 965,535.46 | -190,107.63 | -158,542.35 | 616,885.48 | -18.43 | -18.98 | -22.10 | -14.67 | 10.25 |
| 2001 | 1,254,591.73 | -144,646.02 | -144,410.25 | 965,535.46 | -12.23 | -15.91 | -11.89 | -19.50 | 8.44 |
| 2000 | 1,321,352.18 | -69,800.00 | 3,039.55 | 1,254,591.73 | 0.27 | -13.94 | -9.10 | -15.09 | 11.63 |
| 1999 | 1,146,361.67 | -139,445.30 | 314,435.81 | 1,321,352.18 | 30.23 | 26.82 | 21.04 | 30.91 | -0.82 |
| 1998 | 1,069,395.91 | -24,250.00 | 101,215.76 | 1,146,361.67 | 10.03 | 21.97 | 28.58 | 14.46 | 8.69 |
| 1997 | 1,070,074.43 | -203,000.00 | 202,321.48 | 1,069,395.91 | 20.20 | 15.00 | 33.36 | 2.04 | 9.65 |
| 1996 | 973,970.74 | -41,239.34 | 137,343.03 | 1,070,074.43 | 13.51 | 13.20 | 22.96 | 6.68 | 3.63 |
| 1995 | 795,718.00 | 25,000.00 | 153,252.74 | 973,970.74 | 19.17 | 19.46 | 37.58 | 9.94 | 18.47 |
| 1994 | 671,261.00 | 164,293.92 | -39,836.92 | 795,718.00 | -5.61 | 5.03 | 1.32 | 6.63 | -2.92 |

The investment returns shown on this page are time-weighted measurements which exclude the effect of the timing and amount of your contributions and withdrawals.

TIME WEIGHTED PERFORMANCE BY PERIOD

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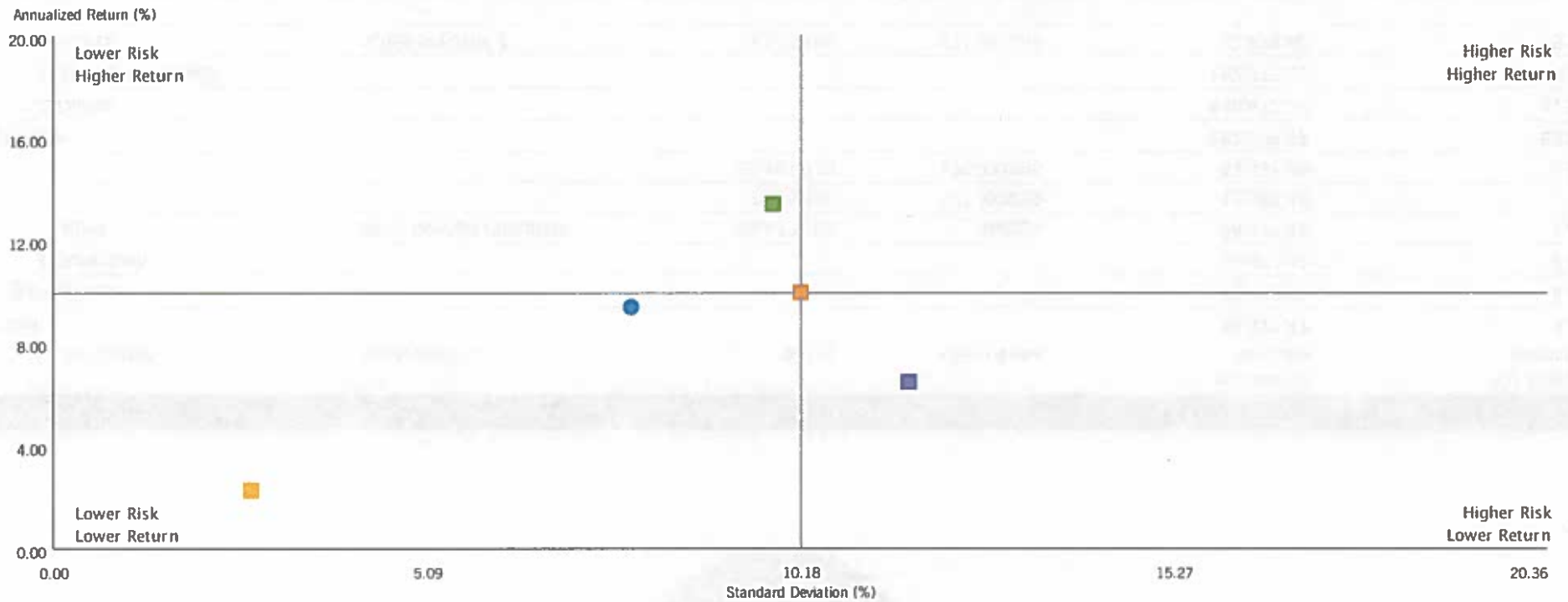
As of June 30, 2018 | Reporting Currency: USD

RETURN % (NET OF FEES) VS. BENCHMARKS (Continued)

| Period | Beginning Total Value (\$) | Net Contributions/ Withdrawals (\$) | Investment Earnings (\$) | Ending Total Value (\$) | Period Returns% | | | | | |
|------------------------------|-------------------------------|--|-----------------------------|----------------------------|----------------------------|------------------------|-------------------------|------------------------------|--------------------|--|
| | | | | | Portfolio (Net Of Fees) | MSCI AC World Gross | S&P 500 Total Return | MSCI AC World ex US Gross | Barclays Aggregate | |
| 1993 | 308,551.00 | 271,147.26 | 91,562.74 | 671,261.00 | 19.17 | 24.88 | 10.08 | 34.90 | 9.75 | |
| 1992 Performance | 102,750.00 | 198,637.00 | 7,164.00 | 308,551.00 | 2.31 | 1.81 | 6.52 | -2.11 | 4.57 | |
| Inception: 07/14/1992 | | | | | | | | | | |

The investment returns shown on this page are time-weighted measurements which exclude the effect of the timing and amount of your contributions and withdrawals.

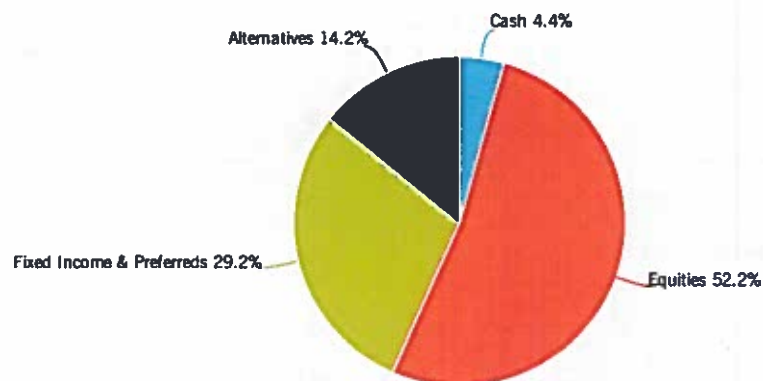
RETURN % (NET OF FEES) AND VOLATILITY VS. BENCHMARKS



| | Return % (Net of Fees) 06/30/13-06/30/18 | Standard Deviation (%) 06/30/13-06/30/18 |
|-----------------------------|---|---|
| ● Portfolio | 9.42 | 7.87 |
| ■ MSCI AC World Gross | 10.00 | 10.18 |
| ■ S&P 500 Total Return | 13.43 | 9.81 |
| ■ MSCI AC World ex US Gross | 6.48 | 11.65 |
| ■ Barclays Aggregate | 2.27 | 2.70 |

The investment returns shown on this page are time-weighted measurements which exclude the effect of the timing and amount of your contributions and withdrawals.

ASSET ALLOCATION - ASSET CLASS



ASSET ALLOCATION

| Symbol/CUSIP | Security Description | Quantity | Account Number | Total Value (\$) 06/30/2018 | % of Portfolio 06/30/2018 |
|---------------------|----------------------|------------|----------------|-----------------------------|---------------------------|
| Cash | | | | 66,477.47 | 4.4 |
| Global Cash | | | | 66,477.47 | 4.4 |
| Global Cash | | | | 66,477.47 | 4.4 |
| BDPS | BANK DEPOSIT PROGRAM | 66,477.200 | Multiple | 66,477.47 | 4.4 |
| | | 12,985.430 | 171-XXX259 | 12,985.48 | 0.9 |
| | | 53,491.770 | 171-XXX095 | 53,491.99 | 3.5 |
| Equities | | | | 797,198.67 | 52.2 |
| US Equities | | | | 480,672.17 | 31.5 |
| US Large Cap Growth | | | | 152,773.25 | 10.0 |
| ASPZX | ALGER SPECTRA Z | 3,335.196 | 171-XXX259 | 77,476.60 | 5.1 |

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ASSET ALLOCATION (Continued)

| Symbol/CUSIP | Security Description | Quantity | Account Number | Total Value (\$) 06/30/2018 | % of Portfolio 06/30/2018 |
|--|--|-----------|----------------|--------------------------------|------------------------------|
| US Large Cap Growth (Continued) | | | | 152,773.25 | 10.0 |
| OAYLX | OAKMARK SELECT ADVISOR(50.00%) | 876.042 | 171-XXX259 | 40,078.90 | 2.6 |
| SMGIX | COLUMBIA CONTRARIAN CORE(50.00%) | 1,371.942 | 171-XXX259 | 35,217.75 | 2.3 |
| US Large Cap Value | | | | 75,296.65 | 4.9 |
| OAYLX | OAKMARK SELECT ADVISOR(50.00%) | 876.042 | 171-XXX259 | 40,078.90 | 2.6 |
| SMGIX | COLUMBIA CONTRARIAN CORE(50.00%) | 1,371.942 | 171-XXX259 | 35,217.75 | 2.3 |
| US Mid Cap Growth | | | | 61,721.94 | 4.0 |
| HFMIX | HARTFORD MIDCAP I | 1,863.585 | 171-XXX259 | 61,721.94 | 4.0 |
| US Mid Cap Value | | | | 57,730.71 | 3.8 |
| JMV SX | JPMORGAN MID CAP VALUE I | 1,454.174 | 171-XXX259 | 57,730.71 | 3.8 |
| US Small Cap Growth | | | | 71,033.50 | 4.7 |
| AGOZX | ALGER SMALL CAP FOCUS Z | 3,659.634 | 171-XXX259 | 71,033.50 | 4.7 |
| US Equities Other | | | | 62,116.12 | 4.1 |
| ANWFX | AMERICAN NEW PERSPECTIVE F2(50.81%) | 499.151 | 171-XXX259 | 22,456.80 | 1.5 |
| PRJZX | PGIM JENN GLBL OPPORTUNITIES Z(50.00%) | 646.378 | 171-XXX259 | 15,480.76 | 1.0 |
| TIBIX | THORNBURG INV INC BUILDER I(34.00%) | 1,133.548 | 171-XXX259 | 24,178.57 | 1.6 |
| International Equities | | | | 283,565.01 | 18.6 |
| Intl Small Cap Equities | | | | 33,146.52 | 2.2 |
| Intl Equities Other | | | | 250,418.49 | 16.4 |

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| ASSET ALLOCATION (Continued) | | | | | |
|--|--|-----------|----------------|--------------------------------|------------------------------|
| Symbol/CUSIP | Security Description | Quantity | Account Number | Total Value (\$) 06/30/2018 | % of Portfolio 06/30/2018 |
| Intl Equities Other (Continued) | | | | 250,418.49 | 16.4 |
| ANWFX | AMERICAN NEW PERSPECTIVE F2(49.19%) | 483.236 | 171-XXX259 | 21,740.80 | 1.4 |
| BIIEX | BRANDES INTERNATIONAL EQ I | 2,371.271 | 171-XXX259 | 42,066.35 | 2.8 |
| GOGIX | JOHN HANCOCK INTL GROWTH I | 1,778.177 | 171-XXX259 | 50,073.46 | 3.3 |
| LCOIX | LEGG MASON CLRBDGE INTL SMCP I | 1,854.474 | 171-XXX259 | 33,213.63 | 2.2 |
| OAYIX | OAKMARK INTERNATIONAL ADVISOR | 1,964.438 | 171-XXX259 | 51,861.16 | 3.4 |
| PRJZX | PGIM JENN GLBL OPPORTUNITIES Z(33.00%) | 426.609 | 171-XXX259 | 10,217.30 | 0.7 |
| TIBIX | THORNBURG INV INC BUILDER I(58.00%) | 1,933.699 | 171-XXX259 | 41,245.80 | 2.7 |
| Emerging & Frontier Mkt | | | | 32,961.49 | 2.2 |
| Emerging Mkt Equities Oth | | | | 32,961.49 | 2.2 |
| NFFFX | AMERICAN NEW WORLD F2 | 426.058 | 171-XXX259 | 27,698.03 | 1.8 |
| PRJZX | PGIM JENN GLBL OPPORTUNITIES Z(17.00%) | 219.769 | 171-XXX259 | 5,263.46 | 0.3 |
| Fixed Income & Preferreds | | | | 445,248.28 | 29.2 |
| US Fixed Income Taxable | | | | 405,225.89 | 26.6 |
| Intermed Term Govt/Corp | | | | 89,542.91 | 5.9 |
| GIUSX | GUGGENHEIM INVEST GR BOND INST | 4,858.541 | 171-XXX259 | 89,542.91 | 5.9 |
| US Taxable Core | | | | 315,682.98 | 20.7 |

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ASSET ALLOCATION (Continued)

| Symbol/USIP | Security Description | Quantity | Account Number | Total Value (\$) 06/30/2018 | % of Portfolio 06/30/2018 |
|------------------------------------|--|-----------|----------------|--------------------------------|------------------------------|
| US Taxable Core (Continued) | | | | 315,682.98 | 20.7 |
| GOBIX | BRANDYWINEGLOBAL GLB OPP BD I(63.00%) | 2,579.312 | 171-XXX259 | 26,592.71 | 1.7 |
| HWDIX | HARTFORD WORLD BOND I(46.00%) | 1,944.712 | 171-XXX259 | 20,788.97 | 1.4 |
| MAHQX | BLACKROCK TOTAL RET I | 7,763.295 | 171-XXX259 | 87,880.50 | 5.8 |
| PDBZX | PGIM TOTAL RETURN BOND Z | 6,236.255 | 171-XXX259 | 87,744.11 | 5.7 |
| TIBIX | THORNBURG INV INC BUILDER I(8.00%) | 266.717 | 171-XXX259 | 5,689.08 | 0.4 |
| WACPX | WESTERN ASSET CORE PLUS BD I | 7,704.837 | 171-XXX259 | 86,987.61 | 5.7 |
| Intl Fixed Income | | | | 40,022.39 | 2.6 |
| Intl Core Fixed Income | | | | 40,022.39 | 2.6 |
| GOBIX | BRANDYWINEGLOBAL GLB OPP BD I(37.00%) | 1,514.834 | 171-XXX259 | 15,617.94 | 1.0 |
| HWDIX | HARTFORD WORLD BOND I(54.00%) | 2,282.923 | 171-XXX259 | 24,404.45 | 1.6 |
| Alternatives | | | | 217,280.86 | 14.2 |
| Real Assets | | | | 83,616.48 | 5.5 |
| Real Estate/REITs | | | | 83,616.48 | 5.5 |
| CSDIX | COHEN & STEERS REAL EST SECS I | 2,983.412 | 171-XXX259 | 46,332.39 | 3.0 |
| PURZX | PGIM GLOBAL REAL ESTATE Z | 1,541.939 | 171-XXX259 | 37,284.09 | 2.4 |
| Absolute Return Assets | | | | 133,664.38 | 8.8 |
| TOTAL PORTFOLIO | | | | 1,526,205.28 | 100.0 |

DISCLOSURES

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Additional information about your Floating Rate Notes: For floating rate securities, the estimated accrued interest and estimated annual income are based on the current floating coupon rate and may not reflect historic rates within the accrual period.

Important Information About Auction Rate Securities: For certain Auction Rate Securities there is no or limited liquidity. Therefore, the price(s) for these Auction Rate Securities are indicated as not available by a dash "-". There can be no assurance that a successful auction will occur or that a secondary market exists or will develop for a particular security.

Important Pricing Information: Prices of securities not actively traded may not be available, and are indicated by a dash "-".

Asset Classification: We classify assets based on general characteristics such as: income generation, underlying capital structure, or exposure to certain market sectors. As many assets contain characteristics of more than one asset class, allocations may be under or over inclusive. These classifications do not constitute a recommendation and may differ from the classification of instruments for regulatory or tax purposes. In addition, the Other asset class contains securities that are not included in the various asset class classifications. This can include, but is not limited to, non-traditional investments such as some Equity Unit Trusts, Index Options and Structured Investments issued outside of Morgan Stanley. Additionally, investments for which we are unable to procure market data to properly classify them will appear in the Other category.

Performance: Performance results are annualized for time periods greater than one year and include all cash and cash equivalents, realized and unrealized capital gains and losses, dividends, interest and income. The investment results depicted herein represent historical performance. As a result of recent market activity, current performance may vary from the figures shown. Please contact your Financial Advisor for up-to-date performance information. Past performance is not a guarantee of future results.

Market values used for performance calculation do not include Performance Ineligible Assets and thus may differ from asset allocation market values. Common examples of Performance Ineligible Assets include life insurance and annuities as well as Manually Added and External accounts, assets and liabilities.

Unless otherwise indicated, performance is a composite calculation of the entire portfolio and may include brokerage and investment advisory accounts as well as assets for different accounts included in this report. The accounts included in the composite may have (or have had) different investment objectives and strategies, been subject to different restrictions, and incurred different types of fees, markups, commissions and other charges. Accordingly, performance results may blend the performance of assets and strategies that may not have been available in all of the accounts at all times during

STATE OF NEVADA DIVISION OF MUSEUMS

Prepared on July 09, 2018 | Reporting Currency: USD

the reporting period. In addition, accounts in the composite may have changed from brokerage to advisory or vice versa. Accounts may also have moved from one advisory program to another (including from a discretionary program to a non-discretionary program).

For Morgan Stanley Smith Barney LLC accounts, performance information may cover the full history of the account(s) or just the performance of an account(s) since the inception of the current program(s). Performance results on individual accounts will vary and may differ from the composite returns. Your Financial Advisor can provide you with individual account portfolio composition and performance information. For investment advisory accounts, please see the Morgan Stanley Smith Barney LLC Form ADV Part 2 or applicable disclosure brochure and any applicable brokerage commission and/or fee schedule for a full disclosure of fees and expenses. Your Financial Advisor will provide those documents to you upon request. For brokerage accounts, please speak to your Financial Advisor for more information on commissions and other account fees and expenses.

Performance inception date does not necessarily correspond to the account opening date. Where multiple accounts are included in performance calculations, the inception date is the oldest performance inception. Performance data may not be available for all periods as some accounts included in performance may have more recent performance inception dates. Consequently, the actual performance for a group of accounts may differ from reported performance. Please ask your Financial Advisor for the performance inception date for each account.

Indices: Benchmark indices and blends included in this material are for informational purposes only, are provided solely as a comparison tool and may not reflect the underlying composition and/or investment objective(s) associated with the account(s). In some circumstances, the benchmark index may not be an appropriate benchmark for use with the specific composite portfolio. For instance, an index may not take into consideration certain changes that may have occurred in the portfolio since the inception of the account(s), (e.g., changes from a brokerage to an advisory account or from one advisory program to another, asset class changes, or index changes for individual managers). The volatility of the index used for comparison may be materially different from that of the performance shown. Indices are unmanaged and not available for direct investment. Index returns do not take into account fees or other charges. Such fees and charges would reduce performance. Please see the Benchmark Definitions section of this material for additional information on the indices used for comparison.

Performance Inception Month End: Performance Inception Month End refers to performance calculated from the end of the month in which the accounts became eligible for performance. Calculating performance from the Performance Inception Month End allows for a comparison to be made to appropriate benchmarks. Performance Inception Month End does not necessarily correspond to the account opening date.

Projected 12 Month: Projected 12 Month Income is based upon cash income from interest, cash dividends, and partnership distributions. It is a hypothetical projection calculated using current yields. The projected income referenced is based upon certain market projections effective as at today's date only and can change at any time. Such projected income is hypothetical, do not reflect actual investment results, and is not a guarantee of future results. The projected income is referenced for illustrative purposes only. Morgan Stanley does not represent or guarantee that the projected income referenced will or can be attained. The actual income may be lower or higher than the projections based upon a variety of factors and assumptions. The projected income shown may under or over compensate for the impact of actual market conditions and other factors. We make no representation or warranty as to the reasonableness of the assumptions made, or that all assumptions used to construct this projected income information have been stated or fully considered. To the extent that the assumptions made do not reflect actual conditions, the illustrative value of the hypothetical projected income will decrease. The projected income referenced may include income from Morgan Stanley & Co. and External Accounts, where data is available. Such information was obtained from third party sources which Morgan Stanley believes to be reliable. However, we make no representation or guarantee that the information is accurate or complete. You should not rely upon this information to make any investment decision. Please refer to the official account statements and performance reports you received from your custodian and/or financial institution for information about projected income in your External Accounts. The projected income referenced does not include income from assets in Manually Added External Accounts.

Additional information about your Alternative Investments: Your interests in Alternative Investments, which may have been purchased through us, are generally not held here, and are generally not covered by SIPC. The information provided to you: 1) is included as a service to you, and certain transactions may not be reported; 2) is derived from you or another external source for which we are not responsible, and may have been modified to take into consideration capital calls or distributions to the extent applicable; 3) may not reflect actual shares, share prices, or values; 4) may include invested or distributed amounts in addition to a fair value estimate; and 5) should not be relied upon for tax reporting purposes. Notwithstanding the foregoing, 1) to the extent this report displays Alternative Investment positions within a Morgan Stanley Individual Retirement Account ("IRA"), such positions are held by Morgan Stanley Smith Barney LLC as the custodian of your Morgan Stanley IRA; and 2) if your Alternative Investment position(s) is held by us and is registered pursuant to the Securities Act of 1933, as amended, your Alternative Investment position(s) is covered by SIPC.

Alternatives may be either traditional alternative investment vehicles or non-traditional alternative strategy vehicles. Traditional alternative investment vehicles may include, but are not limited to, Hedge Funds, Fund of Funds (both registered and unregistered), Exchange Funds, Private Equity Funds, Private Credit Funds, Real Estate Funds, and Managed Futures Funds. Non-traditional alternative strategy vehicles may include, but are not limited to, Open or Closed End Mutual Funds, Exchange-Traded and Closed-End Funds, Unit Investment Trusts, exchange listed Real Estate Investment Trusts (REITs), and Master Limited Partnerships (MLPs). These non-traditional alternative strategy vehicles also seek alternative-like exposure but have significant differences from traditional alternative investment vehicles. Non-traditional alternative strategy vehicles may behave like, have characteristics of, or employ various investment strategies and techniques for both hedging and more speculative purposes such as short-selling, leverage, derivatives, and options, which can increase volatility and the risk of investment loss. Characteristics such as correlation to traditional markets, investment strategy, and market sector exposure can play a role in the classification of a traditional security being classified as alternative.

Traditional alternative investment vehicles are illiquid and usually are not valued daily. The estimated valuation provided will be as of the most recent date available and will be included in summaries of your assets. Such valuation may not be the most recent provided by the fund in which you are invested. No representation is made that the valuation is a market value or that the interest could be liquidated at this value. We are not required to take any action with respect to your investment unless valid instructions are received from you in a timely manner. Some positions reflected herein may not represent interests in the fund, but rather redemption proceeds withheld by the issuer pending final valuations which are not subject to the investment performance of the fund and may or may not accrue interest for the length of the withholding. Morgan Stanley does not engage in an independent valuation of your alternative investment assets. Morgan Stanley provides periodic information to you including the market value of an alternative investment vehicle based on information received from the management entity of the alternative investment vehicle or another service provider.

It is important to note in this report that Morgan Stanley makes a distinction between Alternative Investment products, and products classified as Alternatives by their asset class. Morgan Stanley categorizes traditional and non-traditional alternative investment vehicles under the category "Alternatives" in asset classification based view. For product based views, traditional alternative investments vehicles are classified under the category "Other"; this differs from your official Morgan Stanley account statement, which categorizes traditional alternative investment vehicles such as Hedge Funds under the category "Alternative Investments". Non-traditional alternative strategy vehicles are classified based on their investment type, such as Mutual Fund or Exchange-Traded Funds within both this report and your Morgan Stanley account statement.

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GENERAL DEFINITIONS

Annualized Standard Deviation: A statistical calculation that measures the volatility of returns over time; the larger the standard deviation, the greater the volatility.

Dollar-Weighted Return (Internal Rate of Return): A return calculation that measures the actual performance of a portfolio over the reporting period. Since dollar weighted returns include the impact of client contributions and withdrawals, they should not be compared to market indices or used to evaluate the performance of a manager, but can be used to evaluate progress toward investment goals.

Investment Earnings: A combination of the income received and total portfolio value increase or decrease, excluding net contributions and withdrawals, over the reporting period.

Net Contributions/Withdrawals: The net value of cash and securities contributed to or withdrawn from the account(s) during the reporting period. Net contributions and withdrawals may include advisory fees for advisory accounts.

Net of Fees: Performance results depicted as "net" of fees shall mean that any wrap fee, investment management fees, trade commissions, and/or other account fees have been deducted. Any other fees or expenses associated with the account, such as third party custodian fees, may not have been deducted. Please see the Morgan Stanley Smith Barney LLC Form ADV Part 2 Brochure for advisory accounts and/or any applicable brokerage account trade confirmation statements for a full disclosure of the applicable charges, fees and expenses. Your Financial Advisor will provide those documents to you upon request.

Performance ineligible assets: Performance returns are not calculated for certain assets because accurate valuations and transactions for these assets are not processed or maintained by Morgan Stanley Smith Barney LLC. Common examples include life insurance and annuities as well as Manually Added and External accounts, assets and liabilities.

Time-Weighted Return: A return calculation that measures the investment performance of a portfolio over the reporting period. Time weighted returns do not include the impact of client contributions and withdrawals and therefore, may not reflect the actual rate of return the client received. Time weighted returns isolate investment actions and can be compared to benchmarks and used to evaluate the performance of a manager.

Total Value: "Total Value" represents the Market Value of the portfolio or Asset Class referenced and includes the accrual of interest and dividends. Total Value in the Asset Allocation view prior to January 2014 does not reflect the accrual of interest and dividends. Total Value for Morgan Stanley & Co. and External accounts also does not include accrued interest and dividends.

STATE OF NEVADA DIVISION OF MUSEUMS

Prepared on July 09, 2018 | Reporting Currency: USD

BENCHMARK DEFINITIONS

MSCI AC World Gross: The MSCI ACWI Index is a free float-adjusted market capitalization weighted index that is designed to measure the equity market performance of developed and emerging markets. The MSCI ACWI consists of 46 country indexes comprising 23 developed and 23 emerging market country indexes. The developed market country indexes included are: Australia, Austria, Belgium, Canada, Denmark, Finland, France, Germany, Hong Kong, Ireland, Israel, Italy, Japan, Netherlands, New Zealand, Norway, Portugal, Singapore, Spain, Sweden, Switzerland, the United Kingdom and the United States. The emerging market country indexes included are: Brazil, Chile, China, Colombia, Czech Republic, Egypt, Greece, Hungary, India, Indonesia, Korea, Malaysia, Mexico, Peru, Philippines, Poland, Qatar, Russia, South Africa, Taiwan, Thailand, Turkey, and United Arab Emirates (as of June 2014).

MSCI AC World ex US Gross: The MSCI ACWI Index is a free float-adjusted market capitalization weighted index that is designed to measure the equity market performance of developed and emerging markets. The MSCI ACWI consists of 46 country indexes comprising 23 developed and 23 emerging market country indexes. The developed market country indexes included are: Australia, Austria, Belgium, Canada, Denmark, Finland, France, Germany, Hong Kong, Ireland, Israel, Italy, Japan, Netherlands, New Zealand, Norway, Portugal, Singapore, Spain, Sweden, Switzerland, the United Kingdom and the United States. The emerging market country indexes included are: Brazil, Chile, China, Colombia, Czech Republic, Egypt, Greece, Hungary, India, Indonesia, Korea, Malaysia, Mexico, Peru, Philippines, Poland, Qatar, Russia, South Africa, Taiwan, Thailand, Turkey, and United Arab Emirates (as of June 2014). This index is excluding the United States.

S&P 500 Total Return: The S&P 500 has been widely regarded as the best single gauge of the large cap U.S. equities market since the index was first published in 1957. The index has over \$5.58 trillion benchmarked, with index assets comprising approximately \$1.31 trillion of this total. The index includes 500 leading companies in leading industries of the U.S. economy, capturing 75% coverage of U.S. equities. This index includes dividend reinvestment.

Barclays Aggregate: The Barclays US Aggregate Bond Index is a broad-based flagship benchmark that measures the investment grade, US dollar-denominated, fixed-rate taxable bond market. The index includes Treasuries, government-related and corporate securities, MBS (agency fixed-rate and hybrid ARM pass-throughs), ABS and CMBS (agency and non-agency).

BRIAN SANDOVAL Governor
PETER BARTON Administrator
MYRON FREEDMAN Director, Nevada State Museum, Carson City

NEVADA MUSEUMS & HISTORY



Memo

Date: August 22, 2018
To: Robert Stoldal, Chairman
Board of Museums & History
From: Myron Freedman, Director
Nevada State Museum – Carson City
Re: New Restricted Donation

The Nevada State Museum, Carson City, has received \$7,000.00 from the John and Grace Nauman Foundation for the purchase of cabinets for the Marjorie Russell Clothing and Textile Center. These funds will be held in the State Treasurer's Office and expended out of B/A 5036, Category 55.

Approval: _____ Date _____
Chairman, Board of Museums & History

BRIAN SANDOVAL Governor
PETER BARTON Administrator
MYRON FREEDMAN Director, Nevada State Museum, Carson City

NEVADA MUSEUMS & HISTORY



Memo

June 26, 2018

To: Todd Russell
From: Myron Freedman, Director, Nevada State Museum
Re: \$7,000 Donation

The John and Grace Nauman Foundation donates \$7,000 to the Nevada State Museum's Nauman Fund for the purchase of cabinets for the Marjorie Russell Clothing and Textile Center.

Nevada State Museum gratefully acknowledges receipt of this gift for the purposes stated above.

Thank you for your support!

A handwritten signature in blue ink that reads "Todd Russell".

Todd Russell

7/9/2018

Date

A handwritten signature in black ink that reads "Myron Freedman".

Myron Freedman, Director, Nevada State Museum

6/26/18

Date

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

BRIAN SANDOVAL Governor
PETER BARTON Administrator
MYRON FREEDMAN Director, Nevada State Museum, Carson City

NEVADA MUSEUMS & HISTORY



June 26, 2018

The John and Grace Nauman Foundation
180 Plantation Dr.
Carson City, NV 89703

Attn: Todd Russell

Dear Judge Russell:

On behalf of the Nevada State Museum and the Board of Museums and History, I wish to thank The John and Grace Nauman Foundation for the generous donation of \$7,000.00 made to the Nevada State Museum's Nauman Fund for the purchase of cabinets for the Marjorie Russell Clothing and Textile Center.

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,

Myron Freedman
Director

MF:hjp

Your support truly makes a difference in what we are able to accomplish. Thank you!

JOHN and GRACE NAUMAN FOUNDATION

180 Plantation Drive
Carson City, Nevada 89703

Telephone: (775) 882-5397

June 20, 2018

Robert A. Nylén, Curator of History
Jan Loverin, Curator of Clothing and Textiles
Nevada State Museum
600 North Carson Street
Carson City, NV 89701-4004

Re: Nauman Support Application

Dear Mr. Nylén and Ms. Loverin:

The John and Grace Nauman Foundation, by through its Trustees, Joan Gardner, John McKenna and myself, have decided to provide the Nevada State Museum the sum of \$7,000.00 in respect to cabinets at the Nevada State Museum's Marjorie Russell Clothing and Textile Center.

These funds are for this project only, and not for any administrative expenses.

Additionally, I have enclosed a check for the Nevada State Railroad Museum in the amount of \$4,000.00. Please get this to the right people and ensure that it is for capital improvements only.

Sincerely,



TODD RUSSELL

JTR/acj
Enclosure

cc: Joan Gardner, Trustee
John McKenna, Trustee

JOHN & GRACE NAUMAN FOUNDATION
180 PLANTATION DRIVE
CARSON CITY, NV 89703-5412
UNITED STATES

Morgan Stanley

1074

25-80440

6-20-2018

Date

Pay to the
Order of

Nevada State Museum

\$ 7000.00

Seven thousand and 00/100

Dollars



Security
Features
Detailed on
Back

UMB Bank, N.A.
Kansas City, MO 64106
1-800-468-1463

Expense
Analyzer

For

Douglas

James Russell
John Miller

MP

NEVADA MUSEUMS & HISTORY



MEMORANDUM

To: Robert Stoldal, Chair, Board of Museums & History
From: Peter Barton, Administrator, Museums & History
Date: 13 August 2018
Re: Restricted donation

The Nevada State Railroad Museum, Boulder City, has received a check in the amount of \$1,200 from Robert A. Ostrovsky to support the efforts to further develop and expand the visitor facilities of the Nevada State Railroad Museum, Boulder City. These funds will be held in the State Treasurer's Office and expended out of B/A 5037b, Category 55.

Approval: _____ Date _____
Chairman, Board of Museums & History

BRIAN SANDOVAL Governor
PETER BARTON Administrator

NEVADA MUSEUMS & HISTORY



August 13, 2018

Robert Ostrovsky
2328 Delina Drive
Las Vegas, NV 89134

Dear Bob,

On behalf of the Department of Tourism and Cultural Affairs and the Division of Museums and History, I wish to gratefully acknowledge your generous gift of \$1,200. As you have directed, these funds will be restricted for use in support of the development of new and expanded facilities for the Nevada State Railroad Museum in Boulder City.

Gifts to the Division of Museums and History are tax deductible up to limits set by the Internal Revenue Service. Please consult your tax advisor for specific information. No services or goods were provided as a result of this donation.

We are truly grateful for your generosity in helping us advance this important project for communities in southern Nevada. Thank you.

Sincerely,

A handwritten signature in blue ink that reads "Peter Barton".

Peter Barton
Administrator
Division of Museums and History

cc: David Peterson, Interim Director, DTCA
Randall Hees, Director, NV State Railroad Museum, Boulder City

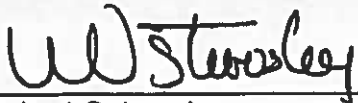
Peter D. Barton
Administrator, Nevada Division of Museums & History
412 E. Musser Street, Suite # 2
Carson City, NV 89701

August 8, 2018

Dear Sir:

The enclosed check for \$1,200 is for the development of new and expanded facilities for the Nevada State Railroad Museum in Boulder City. Please use these funds for that restricted purpose.

Sincerely,



Robert Ostrovsky
2328 Delina Dr.
Las Vegas, NV 89134

DIVISION OF MUSEUMS
AND HISTORY

AUG 10 2018

ADMINISTRATION OFFICE

DIVISION OF MUSEUMS
AND HISTORY

AUG 10 2018

ADMINISTRATION OFFICE

OSTROVSKY FAMILY TRUST
LINDA J. OSTROVSKY TTEE
ROBERT ALLAN OSTROVSKY TTEE
2221 DEL MAR DR
LAS VEGAS, NV 89134-1531

charles SCHWAB

BANK

1186

8/8/18

1186

Pay to the
Order of STATE OF NEVADA

\$ 1200⁰⁰

One Thousand Two hundred

no/100 10/100

Charles Schwab Bank, N.A.
Bank, Nevada

Investor Checking

Division of Revenue

W Ostrowsky

[Redacted MICR line]

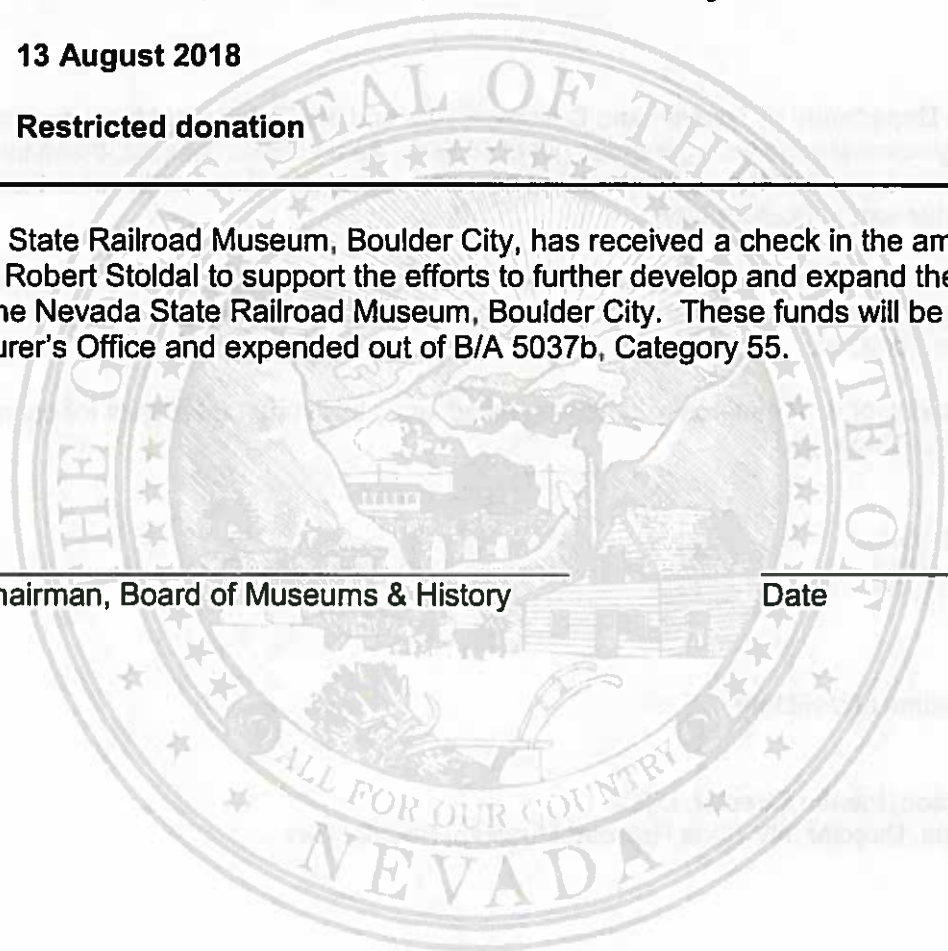


MEMORANDUM

To: Robert Stoldal, Chair, Board of Museums & History
From: Peter Barton, Administrator, Museums & History
Date: 13 August 2018
Re: Restricted donation

The Nevada State Railroad Museum, Boulder City, has received a check in the amount of \$5,000 from Robert Stoldal to support the efforts to further develop and expand the visitor facilities of the Nevada State Railroad Museum, Boulder City. These funds will be held in the State Treasurer's Office and expended out of B/A 5037b, Category 55.

Approval: _____ Date _____
Chairman, Board of Museums & History



BRIAN SANDOVAL Governor
PETER BARTON Administrator

NEVADA MUSEUMS & HISTORY



August 13, 2018

Robert Stoldal
7758 Willow Cove Circle
Las Vegas, NV 89129

Dear Bob,

On behalf of the Department of Tourism and Cultural Affairs and the Division of Museums and History, I wish to gratefully acknowledge your generous gift of \$5,000. As you have directed, these funds will be restricted for use in support of the development of new and expanded visitor facilities for the Nevada State Railroad Museum in Boulder City.

Gifts to the Division of Museums and History are tax deductible up to limits set by the Internal Revenue Service. Please consult your tax advisor for specific information. No services or goods were provided as a result of this donation.

We are truly grateful for your generosity in helping us advance this important project for communities in southern Nevada. Thank you.

Sincerely,

A handwritten signature in blue ink that reads "Peter Barton".

Peter Barton
Administrator
Division of Museums and History

cc: David Peterson, Interim Director, DTCA
Randall Hees, Director, NV State Railroad Museum, Boulder City

Robert Stoldal

From: Peter Barton <PBarton@nevadaculture.org>
Sent: Wednesday, August 08, 2018 2:58 PM
To: 'Robert Stoldal'
Cc: Carrie E. Edlefsen; Deborah Rabe
Subject: RE: Finalized pricing, BC Promotional Piece

PETER
THANKS
Bob

Bob, thank you.

Yes, please send it to our address in Carson City.

The check can be made payable to Division of Museums & History.

The note can say: "Boulder City RR Museum Visitor Center." We have created a restricted account in the Trust Fund budget for Boulder City to accept funds.

Peter D. Barton
Administrator, Nevada Division of Museums & History
412 E. Musser Street, Suite # 2
Carson City, NV 89701
(775) 687-7340 x 304
(775) 721-8918 (c)
(775) 687-4333 (f)
pbarton@nevadaculture.org



Our Vision
Recognized as the most trusted stewards and engaging storytellers of Nevada's heritage.

From: Robert Stoldal [mailto:stoldalr@gmail.com]
Sent: Wednesday, August 08, 2018 2:53 PM
To: Peter Barton
Subject: RE: Finalized pricing, BC Promotional Piece

Peter,
Will send it to your address...
But what are the specific -
Make it out to ?
Will send 5,000
bob

DIVISION OF MUSEUMS
AND HISTORY
AUG 10 2018
ADMINISTRATION OFFICE

From: Peter Barton [mailto:PBarton@nevadaculture.org]
Sent: Wednesday, August 08, 2018 2:33 PM
To: 'Robert Stoldal' <stoldalr@gmail.com>
Subject: RE: Finalized pricing, BC Promotional Piece

Yes, that would be deeply appreciated.

DIVISION OF MUSEUMS
AND HISTORY
AUG 10 2018
ADMINISTRATION OFFICE

ROBERT STOLDAL
7758 WILLOW COVE CIRCLE
LAS VEGAS, NV 89129-5512

12851

8-8-2018

⑆70743212⑆

PAY to the order of **REVENUE DIVISION OF MUSEUMS & ARTS** \$ **5,000⁰⁰**
FIVE THOUSAND DOLLARS Dollars



Wells Fargo Bank, N.A.
Member FDIC

For **BOULDER CITY MUSEUM DISTRICT CENTER**

Agenda 11(4)

BRIAN SANDOVAL Governor
PETER BARTON Administrator
DANIEL THIELEN Director, Nevada State Railroad Museum, Carson City

NEVADA MUSEUMS & HISTORY



August 23, 2018

To: Robert Stoldal, Chairman
Nevada Board of Museums and History

From: Dan Thielen, Director
Nevada State Railroad Museum

Re: Restricted Donation Request

Dear Mr. Stoldal,

The Nevada State Railroad Museum received an unsolicited donation from the John and Grace Nauman Foundation for use in our capital improvement program. The donation is \$4000.00.

It is proposed that the donation be accepted and used for planning and improvement of our physical facilities.

These funds will be held in the State Treasurer's Office and expended out of B/A 5037, Cat 55.

Approval:

Chairman, Board of Museums & History

Date

JOHN and GRACE NAUMAN FOUNDATION

DIVISION OF MUSEUMS
AND HISTORY

JUL 13 2018

180 Plantation Drive
Carson City, Nevada 89703

Telephone: (775) 882-5397

ADMINISTRATION OFFICE

June 20, 2018

Robert A. Nylén, Curator of History
Jan Loverin, Curator of Clothing and Textiles
Nevada State Museum
600 North Carson Street
Carson City, NV 89701-4004

Re: Nauman Support Application

Dear Mr. Nylén and Ms. Loverin:

The John and Grace Nauman Foundation, by through its Trustees, Joan Gardner, John McKenna and myself, have decided to provide the Nevada State Museum the sum of \$7,000.00 in respect to cabinets at the Nevada State Museum's Marjorie Russell Clothing and Textile Center.

These funds are for this project only, and not for any administrative expenses.

Additionally, I have enclosed a check for the Nevada State Railroad Museum in the amount of \$4,000.00. Please get this to the right people and ensure that it is for capital improvements only.

Sincerely,



TODD RUSSELL

JTR/acj
Enclosure

cc: Joan Gardner, Trustee
John McKenna, Trustee

JOHN & GRACE NAUMAN FOUNDATION
180 PLANTATION DRIVE
CARSON CITY, NV 89703-5412
UNITED STATES

Morgan Stanley 1075

25-00440

6-20-2019
Date

Pay to the Order of Nevada Girls Railroad Museum \$ 4500.00
Frank Thomas Dollars

USA Bank, N.A.
Kansas City, MO 64108
1-800-222-1122

Expense
Analyst

For [Signature]

[Signature]

BRIAN SANDOVAL Governor
PETER BARTON Administrator
DANIEL THIELEN Director, Nevada State Railroad Museum, Carson City

NEVADA MUSEUMS & HISTORY



July 6, 2018

Todd Russell
John and Grace Nauman Foundation
180 Plantation Drive
Carson City, Nevada 89703

Dear Mr. Russell,

Thank you so much for the donation to the Nevada State Railroad Museum. We are indeed surprised and excited about this opportunity these funds bring to the Museum. This could not come at a better time as we are completing our strategic plan and want to move in a deliberate fashion to effect change. We will use these funds in our capital improvement program.

This is such a thoughtful gift.

With sincere appreciation,

Daniel Thielen
Museum Director
Nevada State Railroad Museum
Carson City, Nevada 89705
dthielen@nevadaculture.org

