Meeting Minutes BOARD OF MUSEUMS AND HISTORY November 29, 2018

Location Nevada State Railroad Museum 600 Yucca Street Boulder City, NV 89005

BOARD MEMBERS PRESENT

Robert Stoldal, Chairman Bryan Allison Dr. Alicia Barber Dr. Doris Dwyer Mercedes de la Garza Daniel Markoff Jan Petersen Seth Schorr Anthony Timmons

BOARD MEMBERS EXCUSED

Dr. Sarah Cowie E'sha Hoferer Robert Ostrovsky

DEPARTMENT OF TOURISM AND CULTURAL AFFAIRS, DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES STAFF PRESENT

Peter Barton, Division of Museums and History, Administrator
Rebecca Palmer, DCNR, State Historic Preservation Office, State Historic Preservation Officer *
Guy Clifton, Department of Tourism and Cultural Affairs, Public Information Officer *
Carrie Edlefsen, Division of Museums and History, Administrative Services Officer
Lauri Brown, Division of Museums and History, Administrative Assistant
Sarah Bradley, Attorney General's Office, Deputy Attorney General
Mary Beth Timm, Lost City Museum, Museum Director
Myron Freedman, Nevada State Museum, Carson City, Museum Director *
Daniel Thielen, Nevada State Railroad Museum, Carson City, Museum Director *
Catherine Magee, Nevada Historical Society, Museum Director *
Dennis McBride, Nevada State Museum, Las Vegas, Museum Director *
Randell Hees, Nevada State Railroad Museum, Boulder City, Museum Director

PUBLIC IN ATTENDANCE

Sarah Hulme, Nevada State Museum, Las Vegas, volunteer Marla McDade Williams, Reno-Sparks Indian Colony * Joan Whitely, Nevada State Museum, Las Vegas, volunteer Mary Savage, Nevada State Museum, Las Vegas, volunteer

* via teleconference

- 1. The Chair called the meeting to order at 12:00pm and confirmed a quorum was present and the meeting was posted in accordance with NRS 241. (1,2)
- 2. The Chair took Item 3, Board Announcements and Meeting Logistics. The Chair took this time to introduce Jan Petersen and mention E'sha Hoferer, who was not able to

- attend the meeting. Member Petersen gave a brief description of her background and experience. (3)
- 3. The Chair took Item 4, Public Comment. There was no public comment at this time. (4)
- 4. The Chair took Item 5a, Acceptance of Minutes. Dan Markoff made the motion to approve the minutes of September 27, 2018. Member Barber seconded. Member Dwyer requested clarification on Item 20. A CIP, that had closed for the Adobe, leaving 120,000 in unspent money, that could be accessed to repair the Adobe after the July flooding. Both Member Markoff and Member Barber accepted the change. Motion carried without dissent. (5a)
- 5. The Chair took Item 6, Calendar for Next Meeting. Daniel Markoff made a motion to have the June meeting in Overton. Member Dwyer seconded. Motion carried without dissent. It was recommended the meeting be June 17th and 18th. (6b)
- 6. The Chair took Item 7, Nominations to the National and State Registers of Historic Places. No nomination to consider. (7)
- 7. The Chair took Item 8a, Agency Reports, Department of Tourism and Cultural Affairs. David Peterson's report was distributed to the board members. Peter Barton read the contents. Discussion was held. No action was taken. (8a)
- 8. The Chair took Item 8b, State Historic Preservation Office. Rebecca Palmer was available for questions and comments. Discussion was held. No action was taken. (8b)
- 9. The Chair took Item 8c, Division of Museums and History. Peter Barton introduced Mary Beth Timm to the board. Ms. Timm stated that the Lost City Museum seems to be attracting attention of the local population, which is encouraging. Mr. Barton offered information on the School Bus Transportation Reimbursement program, the Battle Born Hall exhibit opening, the Global Tourism Summit, the SB 244 Public Workshop, the SB 37, 1st quarter SFY 2019 proceeds, the 2020-2021 State budget, the Administration transition, the Museum Showcase scheduled for March 19, 2019 at NSM-CC, and DMH personnel report. Discussion was held. No action was taken. (8c1-9)
- 10. The Chair took Item 8d, Public Information Officer. Guy Clifton reported more on the Battle Born Hall exhibit and the NSM-LV World War I exhibition. Mr. Clifton is hoping to work with Mr. Barton and Daniel Thielen regarding the Transcontinental Railroad exhibition. Discussion was held. No action was taken. (8d)
- 11. The Chair took Item 8e1, Nevada Historical Society. Catherine Magee mentioned the hiring of Michelle Roberts, the new Curator of Education, part of her duties will include the Quarterly. Daniel Markoff made the motion to approve the deaccession of 81 glass plate negatives, accessioned as NHS number 379 as part of the Cooperative Agreement with NDOT, NSLAPR, and DH&H concerning return of certain historic glass plate negatives now in the collection of the NHS, known as the "James Smith" donation, dated 1/25/79. Member de la Garza seconded. Motion carried without dissent. Dr. Doris Dwyer made the motion to allow Christine Johnson to attend and participate in the 2019 Council of Geographic Names Conference in Baton Rouge, LA for the amount of \$1,744.50. Member de la Garza seconded. Motion carried without dissent. Dr. Alicia Barber made the motion to approve Sheryln Hayes-Zorn to attend the Conference of Inter-Mountain Archivists meeting Tucson, AZ in May 2019 in the amount of \$1,391.00. Member de la Garza seconded. Member Timmons and Markoff objected. Motion passed. (8e1a-d)
- 12. The Chair took Item 8e2, Nevada State Museum, Carson City. Dr. Doris Dwyer made a motion to allow Rachel Delovio to attend the Society for the Preservation of Natural History Collections annual conference to be held in Chicago, IL may 2019 in the amount of \$3,583.00. Member de la Garza seconded. Motion carried without dissent. Dr. Doris Dwyer made a motion to allow Jan Loverin to attend the Costume Society of America

- national symposium in Seattle, WA April 2019 in the amount of \$2,012.00. Member de la Garza seconded. Motion carried without dissent. (8e2a-b)
- 13. The Chair took Item 8e3, Nevada State Railroad Museum, Carson City. Daniel Thielen reported to the board that the Friends have attained tourism grant money to boost visitation and ridership. Discussion was held. No action was taken (8e3)
- 14. The Chair took Item 8e4, Nevada State Railroad Museum, Boulder City. Daniel Markoff made the motion to table the Cooperative Agreement with NDOT concerning maintenance of track and structures related to the I-11railroad overpass. Member de la Garza seconded. Motion carried without dissent. (8e4)
- 15. The Chair took Item 8e5, East Ely Railroad Depot. The Chair stated that he looked for the matter of partnership for ticket sales to be settled by the time Nevada legislature ends its meeting in June. No action was taken. (8e5)
- 16. The Chair took Item 8e6, Lost City Museum. Mary Beth Timm thanked the Lost City Museum staff for their dedication and efforts to maintain service to the public seven days a week in spite of being down 2 staff since May. Discussion was held. No action was taken. (8e6)
- 17. The Chair took Item 8e7, Nevada State Museum, Las Vegas. Dr. Doris Dwyer made a motion to approve a contract with Teledata Contractors, Inc., for repairs and modifications to a/v equipment in the Special Events Room at a cost of \$2,909.00. Members Markoff seconded. Motion carried without dissent. Seth Schorr made a motion to accept the proposal of the Friends of the NSMLV requesting museum family membership discounted rate of \$25 for low income families pilot program for the calendar year of 2019 with a mid-point review. Member de la Garza seconded. Motion carried without dissent. The Chair tabled the proposal from the Friends of the NSMLV requesting establishment of a joint Friends and Museum membership until the membership committee can convene. (8e7a-c)
- 18. The Chair took Item 9e1, Finance. This item was taken out of order. Robert Ostrovsky was not available for the Morgan Stanley report. Mr. Barton stated that it was reconfirmed that we are in compliance with the investment policy. Discussion was held. No action was taken. Mercedes de la Garza made a motion to accept the Independent Auditor report and financial statements for the Museum Dedicated Trust Fund for the fiscal year ending June 30, 2018. Member Allison seconded. Motion carried without dissent (9e1-2)
- 19. The Chair took Item 9i, Nevada Historical Society Relocation Committee. This item was taken out of order. Mr. Barton updated the board on the status of the Nevada Historical Society Relocation. Discussion was held. No action was taken. (9i)
- 20. The Chair took Item 9j, Nevada State Prison. This item was taken out of order. Dr. Alicia Barber made a motion mandating a potential adaptive reuse opportunities for the Historic Nevada State Prison Site in Carson City. Member de la Garza seconded. Motion carried without dissent. (9j)
- 21. The Chair took Item 9n, The review and possible decision regarding Board committee appointments from the membership of the Board. Dr. Alicia Barber made the motion to approve the membership committee consisting of Bryan Allison as the Chair, Jan Petersen and Robert Stoldal as members. Member de la Garza seconded. Motion carried without dissent. (9n)
- 22. The Chair declared the meeting adjourned at 4:38pm for November 29, 2018.

Agenda item 5b

Meeting Minutes BOARD OF MUSEUMS AND HISTORY November 30, 2018

Location
Nevada State Railroad Museum
600 Yucca Street
Boulder City, NV 89005

BOARD MEMBERS PRESENT

Robert Stoldal, Chairman Bryan Allison Dr. Alicia Barber Dr. Doris Dwyer Mercedes de la Garza Daniel Markoff Jan Petersen Seth Schorr * Anthony Timmons

BOARD MEMBERS EXCUSED

Dr. Sarah Cowie E'sha Hoferer Robert Ostrovsky

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Dennis McBride, Nevada State Museum, Las Vegas, Museum Director *
Randell Hees, Nevada State Railroad Museum, Boulder City, Museum Director

PUBLIC IN ATTENDANCE

Sarah Hulme, Nevada State Museum, Las Vegas, volunteer Marla McDade Williams, Reno-Sparks Indian Colony * Mary Savage, Nevada State Museum, Las Vegas, volunteer Scott Dam, President, Friends of the Nevada Southern Railway

* via teleconference

- 1. The Chair called second day of the meeting to order at 8:30am and confirmed a quorum was present and the meeting was posted in accordance with NRS 241. (1,2)
- 2. The Chair took Item 3, Board Announcements and Meeting Logistics. Scott Dam, President of the Nevada Southern Railway was welcomed. (3)

- 3. The Chair took Item 4, Public Comment. Marla McDade Williams with Strategy 360 and the Reno-Sparks Indian Colony just wanted some clarification regarding the SB 244. That there are no exemptions from a permit for excavation for a burial site. Mary Savage of the Friends of the Nevada State Museum, Las Vegas wanted to mention two projects, the graphic arts internship program and funds have been received to assist with the traveling trunk program. Sarah Hulme of the Friends of the Nevada State Museum, Las Vegas didn't believe information was being provided by the museums as to the number of volunteer hours, etc. Peter Barton assured Ms. Hulme that yes; indeed that information is legislatively required to be provided annually to the board. (4)
- 4. The Chair took Item 9a, Collections. There was no report. No action was taken. (9a)
- 5. The Chair took Item 9b, Strategic Planning. There was no report. No action was taken. (b)
- 6. The Chair took Item 9c, Major Donors/Gifts. There was no report. No action was taken. (9c)
- 7. The Chair took Item 9d, Facility Rentals. This item was taken out of order. Daniel Markoff reported to the board that there is nothing that can be done regarding the contract with LVSP and the caterer at this time. It would need to be put into writing to request reconsideration. Discussion was held. No action was taken. (9d)
- 8. The Chair took Item 9f, Membership. A committee meeting will be conducted in January 2019. There was no report. No action was taken. (9f)
- 9. The Chair took Item 9g, Technology. Technology and Marketing are now merged into one committee. There was no report. No action was taken. (9g)
- 10. The Chair took Item 9h, Museum Store. There was no report. No action was taken. (9h)
- 11. The Chair took Item 9k, East Ely Depot.
- 12. The Chair took Item 9n, Review and possible decision regarding Board committee appointments from membership of the Board. This item was taken out of order. The Board will review its committee assignments and determine whether changes are needed. The museum Store Committee Chair is currently vacant and action on this item may be to appoint a Board member to fill that role as well as action on additional appointments on other committees.
 - Collection/Space Committee will remain the same with Robert Stoldal as Chair with Alicia Barber, PhD., Sarah Cowie, PhD., and Doris Dwyer, PhD. Facility Use Committee will remain the same with Daniel Markoff, Chair. The Finance Committee will remain the same with Robert Ostrovsky as Chair, with Robert Stoldal and Anthony Timmons. Membership Committee will be chaired by Bryan Allison along with Jan Petersen and Robert Stoldal. Museum Store Committee will be chaired by Bryan Allison along with Doris Dwyer, PhD., and Seth Schorr. The Nevada State Prison Committee chaired by Alicia Barber, PhD., and also includes Robert Stoldal, Mercedes de la Garza and Doris Dwyer, PhD. The Strategic Planning Committee will consist of the whole board. Major Donor Committee is chaired by Robert Ostrovsky and also included Bryan Allison and Robert Stoldal. Nevada Historical Society Relocation Committee is chaired by Alicia Barber, PhD., and also includes Doris Dwyer, PhD., Robert Stoldal and Mercedes de la Garza. Technology/Marketing Committee is chaired by Seth Schorr and also includes Anthony Timmons and Bryan Allison. The East Ely Depot Museum Committee is chaired by Doris Dwyer, PhD., and also includes Daniel Markoff and Anthony Timmons. The Nevada Historical Society Quarterly Committee is chaired by Alicia Barber, PhD., and includes Robert Stoldal. Anthony Timmons made a motion to accept all the changes made to the committees as presented. Member Markoff seconded. Motion carried without dissent. (9n)
- 13. The Chair took Item 10a, Policy Governing Preparation, Dissemination and Recording Minutes of the Board of Museums and History. Daniel Markoff made the motion to approve

- the Policy Governing Preparation, Dissemination and Recording Minutes of the Board of Museums and History. Member Timmons seconded. Motion carried without dissent. Dr. Alicia Barber made the motion to remove the zero, should be NRS 381.002 not NRS 381.0002. Member de la Garza seconded. Motion carried without dissent. (10a)
- 14. The Chair took Item 10b, Private Funds Budgeting, Expenditure and General Control. Daniel Markoff made the motion to approve Private Funds Budgeting, Expenditure and General Control. Member Dwver seconded. Motion carried without dissent. (10b)
- 15. The Chair took Item 10c, Membership. This item was deferred until the next meeting in March 2019, after the Membership Committee has a meeting. (10c)
- 16. The Chair took Item 10d, Policy Governing Open Meeting Law Compliance. Mercedes de la Garza made the motion to accept the Policy Governing Open Meeting Law Compliance. Member Barber seconded. Motion carried without dissent. (10d)
- 17. The Chair took Item 10e, Investment Policy. The Chair stated that this one needed to wait for Robert Ostrovsky.
- 18. The Chair took Item 10f, Admission and Train Ride Fees. Mercedes de la Garza made the motion to accept the Admission and Train Ride Fees. Member Timmons seconded. Motion carried without dissent. (10f)
- 19. The Chair took Item 11, Private Funds Budget Adjustments. There were no adjustments approved by the Administrator. Anthony Timmons made the motion to approve the request to increase authority in Budget Account 5036, Nevada State Museum, Carson City, RGL 4025 by \$50,000 to an adjusted authority of \$188,370. Member Petersen seconded. Motion carried without dissent. Dr. Alicia Barber made the motion to accept Consent Agenda items 1, 2, 3, and 4. Member de la Garza seconded. Motion carried without dissent. (11a-c)
- 20. The Chair took Item 12, Board Member Comment on Non-agendized Items. Daniel Markoff questioned the any revenue bill for the Nevada State Railroad Museum complex in Boulder City. Mr. Barton stated that Robert Ostrovsky is spear heading the Blue Ribbon Committee to raise funds. Discussion was held. No action was taken. (12)
- 21. The Chair took Item 13, Future Museum Board Agenda Items. No additional items were added at this time. (13)
- 22. The Chair took Item 14, Public Comment. Scott Dam, President of the Friends of the Nevada Southern Railway reported to the board regarding the volunteers of the Nevada Southern Railway. Discussion was held. No action was taken. (14)
- 23. The Chair took Item 15, Adjournment. The meeting was adjourned at 10:25A. (15)

Agenda item 8a

NEVADA DIVISION OF TOURISM

SECOND FISCAL QUARTER (OCTOBER THROUGH DECEMBER, 2018), FY19 REPORT

KEY INITIATIVES

EVOLVE THE BRAND

Research-Driven Integrated Marketing

- The Economic Impact Study was completed in October. The results and findings from the study were presented to the Commission by Adam Sacks at the December 17th Commission Meeting.
- The final results of the FY18 Integrated Marketing Effectiveness Study was completed in October. Based on the results, those who were exposed to TravelNevada's Integrated Marketing Campaign are much more likely to visit compared to those who are not aware of any marketing efforts.
- Staff attended Marketing Outlook forum in October, gaining insights on research trends throughout the industry. Since the event was in Las Vegas, sessions had a particularly compelling insight into Nevada-specific issues.

Paid Advertising/Creative Development

- As approved in the previous quarter, the new consumer logo for "TravelNevada" was
 presented. This logo simplifies the previous one, and incorporates "Don't Fence Me In" when
 appropriate for in-state and campaign-related efforts.
- TravelNevada launched our integrated 2019 media buy. While we continued with many known partners, we began new buys with companies such as Ahology and Thrillist. Content during this quarter included stories featuring Ely and Reno, an influencer video on Las Vegas' 18b Arts District, and a Matador video featuring the Free Range Art Highway, among others.

Digital Development

Noble Studios began implementing a number of improvements identified during their
discovery process. A/B testing of personalized messaging for repeat visitors was
launched, as were some design tweaks to determine if changes to homepage could assist in
e-newsletter subscriptions. New content pages were submitted to support SEO efforts,
and developments were made to make TravelNevada.com ADA-compliant. Staff continued
to work with Noble Studios to refine site tracking and performance in order to align with
industry standards.

Public Relations

- The PR department filled an open position in October, hiring Tracie Barnthouse to coordinate
 international media relations and stakeholder engagement. Tracie most recently served as
 the publicist for the Atlantis Casino Resort Spa in Reno, and previously worked overseas in
 various public affairs offices within the Department of Defense.
- In October, staff coordinated the media portions of an integrated Consumer Trade/Media
 Mission to Dallas. Participating partners were given the opportunity to meet one-on-one with

publications in the Dallas/Fort Worth Area, as well as appear on two different morning news programs.

- Staff attended World Travel Market (WTM) in London in November to meet with travel media
 in the UK. One-on-one appointments were scheduled over the course of the three-day show.
 Additionally, TravelNevada was represented at the British Guild of Travel Writers annual
 awards gala that precedes WTM.
- In conjunction with the Governor's Global Tourism Summit in November, staff coordinated local news coverage of the conference. The coverage highlighted the governor's farewell dinner as well as the strong tourism industry and its impact on the economy.
- As a Chairman's Circle member of the U.S. Travel Association, TravelNevada has a seat on the U.S. Travel Communications Advisory Council. Staff attended the council's semi-annual meeting in Washington D.C. in December. This meeting is an opportunity for members to hear firsthand about the issues that the U.S. Travel Association and the national tourism industry is facing and allows members to help craft the messaging around those issues. Top issues continue to be the funding and reauthorization of Brand USA, a leveling off of international visitation, and the renaming of the Visa Waiver Program.

Social Media

 The Division of Tourism hired a Social Media Strategist, Rachel Wright, who began in November 2018. This position moved to the marketing department, and will more heavily focus on aligning organic with paid efforts, along with managing and utilizing User Generated Content available to TravelNevada.

In-state Familiarization and Press Trips

- As part of the Governor's Global Tourism Summit, PR staff coordinated the Media
 Marketplace and post-summit media tour with journalists and PR reps from the agency's
 eight international markets. The media met one-on-one with summit attendees during the
 marketplace, then toured the Reno-Tahoe-Carson Valley region.
- To kick off the newly minted "Death Drive" route, which links Las Vegas to Death Valley, PR staff hosted several journalists on individual fams over the course of several weeks. Journalists were from a variety of outlets including Matador Network, VIA magazine, Life in Wanderlust blog, Gear Junkies, Playboy.com, and multiple social media influencers. The media exposure totaled a reach of 4.1 million readers, and the influencers have a combined audience of more than 450,000 engaged followers who generated more than 50,000 interactions with their Nevada content as of the end of January.
- In October, TravelNevada hosted a Swiss tour operator familiarization tour in conjunction with United Airlines with 14 agents, a representative from United Airlines, and TravelNevada's German rep Pia Holler. Nevada is the 2019 Destination of the Year with Swiss tour operator

Knecht Reisen. The itinerary included Reno, Lake Tahoe, Virginia City, The Loneliest Road in America, Ely, Great Basin National Park, Boulder City, Pahrump, Death Valley and Las Vegas. Knecht Reisen has 30 store locations throughout Switzerland, so having the opportunity to have their agents experience Nevada personally should have a positive impact on the promotion.

At the conclusion of the Governor's Global Tourism Summit, TravelNevada staff hosted 36 international and domestic buyers on a post-conference fam. The Northern Nevada itinerary included visits to Lake Tahoe, Carson City, Virginia City, Carson Valley, Reno, Elko, Wells and West Wendover. The participants took a train from Reno to Elko where they were introduced to cowboy and Basque experiences. The itinerary included a stop in Wells, where the Chamber of Commerce hosted a reception for the group. The fam concluded in Salt Lake City with departures home.

Brand USA Cooperative

• The Brand USA Televisa brand awareness campaign ran in Mexico from August - October, 2018. After 3 months of campaign (August - October), more than 29.9 M impressions were delivered and 1.5M full views, with a performance of 1.7% in CTR and 87.2% in completion rate. 100% of the clicks were redirected to the landing page noticieros.televisa.com/viajes/visitausa/ with 340K users and 450K page views consumed. Desktop devices behavior reflected better responses for CTR and Completion Rate, with 1.45% and 89.1% respectively. Geographically, Mexico City presents higher CTR with 2.1%.

Domestic Sales Outreach

- October 3, 2018, TravelNevada joined forces with the Las Vegas Territory, the LVCVA and Spirit Airlines for an event aboard the Portland Spirit in Portland, Oregon. Fifty-eight travel agents and call center staff attended the event and were introduced to road trips in Nevada.
- TravelNevada attended the Travel Industry Exchange in West Palm Beach, Florida in
 October. This appointment based event brings together the nation's top travel agents and
 tour operators. Over the course of three days, TravelNevada met with 35 buyers for one-onone appointments and had the opportunity to network with the 75 hosted attendees.
- TravelNevada along with seven Nevada partners attended the first of four domestic missions
 which included participation in the Mountain Time Expo in Dallas, TX. The mission also
 included a trade networking breakfast with 32 travel agent attendees, pre-arranged media
 engagements with NV partners and participation in a weekend adventure show targeting
 consumers.

International Sales Outreach

TravelNevada lead a sales mission to Mexico and Guadalajara. The Nevada Partners who
participated in the mission were Papillon, Reno-Tahoe Territory, Caesar's Entertainment and
J&J Tours. The mission reinforced and elevated TravelNevada's presence in the
marketplace directly with tour operators, travel agents, airlines, trade media and key industry
partners. The mission included a hosted breakfast in Mexico City, a dinner event in
Guadalajara, one-on-one appointments, training events with tour operators and travel agents
in both cities. Partners who attended the mission had direct contact with 130 tourism
professionals.

- Staff attended RTO Summit East in Orlando, October 24 26, 2018. This was an
 appointment-based show which resulted in TravelNevada staff meeting thirty-three
 international tour operators. Staff introduced the Nevada Road Guides during the
 appointment sessions. TravelNevada was offered a free spot in a new Destination USA
 publication by a top seller of US Travel from Brazil.
- TravelNevada was a co-exhibitor with the LVCVA for WTM London, the premiere
 Travel/Trade show for the United Kingdom's travel industry. TravelNevada is working handin-hand with our in-country UK rep to ensure quality appointments and maximize the
 opportunities available during WTM. We were able to have quality meetings with UK Tour
 Operators to generate sales and marketing opportunities to maximize our efforts to attract
 visitors from the United Kingdom as well as reinforce relationships gained through fam trips
 and sales missions.
- The Governor's Global Tourism Summit was held at The Row, in Reno. Trade Marketplace
 had a total attendance of 48 buyers. Twenty of the buyers came from the domestic market
 and 28 from the international markets (Australia, Canada, China, India, France, Germany,
 Latin America, UK). This was the first year that the trade and media marketplaces were
 combined giving partners an opportunity for eighteen appointments.
- Request for Proposals went out for international market rep firms for Inda, the UK and France during the last quarter. The top three vendors from each of these markets will be invited to present their marketing plans to a committee beginning January via video conferencing.
 Four-year contracts will be awarded after the process is completed.

2. ENHANCE PARTNERSHIPS

- Rural Programs Manager, Shari Bombard attended The Experience Lab presented by Joe Veneto in Minneapolis. The focus of the conference was creating and developing experiences for rural destinations.
- December 3-7, 2018 TravelNevada participated in the American Cup Golf Invitational (ACGI) which was held in Las Vegas, Nevada. The American Cup Golf Invitational is an exclusive, invitation-only international travel industry event that brings together senior level decision makers from selected travel buyers, airlines and media agencies from around the globe.
 Celebrating its 4th anniversary this year, the ACGI made its first venture into Nevada giving TravelNevada an opportunity to co-sponsor with the LVCVA.

The event combines destination education along with one-on-one appointments and strategic pairings to maximize the opportunities to network with travel industry executives relevant to our markets. During this event, we had the opportunity to meet with approximately 100 participants from China, Japan, Taiwan, Korea, Australia, Brazil, Canada, Spain, France, Germany, Switzerland, Mexico, United Kingdom and the United States.

Industry Partner Portal

In efforts to keep TravelNevada.com efforts current, staff has been visiting communities
to update assets. Last quarter, hundreds of new photo assets and 45 new POIs were
built for Virginia City. A massive update was made to events listings as well, with nearly
200 annual events being added to the site for 2019. While existing partner accounts

continue to add content to the portal, new users have lost traction; those partners who have active accounts on the portal continue to enhance their listings.

3. ADVOCATE FOR THE INDUSTRY

Staff completed work with tax authorities across the state and developed a report on how
lodging taxes were specifically allocated in fiscal year 2017. Findings show that lodging
tax money does not just go to promote tourism in the state, but also provides benefits to local
communities such as support for schools, parks and recreation, economic and community
development, local police and fire departments through the supplementing of general funds,
and more.

4. ENGAGE STAKEHOLDERS

Leading up to the 2019 Legislative Session, staff continued to update visitor stats and talking points. Meetings with newly elected legislators were scheduled, and planning began for the 2019 Tourism Day at the Legislature.

5. RUN AN EFFECTIVE BUSINESS

- During September 10 through October 10, the Rural Programs Manager, Shari Bombard attended the Reno-Tahoe, Las Vegas, and Nevada Silver Trails Territory meetings. She also presented at the Nevada Museums Association Conference in Boulder City speaking on the topic of "Working Together Museums and Tourism". Conference attendees were given information on everything that TravelNevada does, how to work with us, how to work with their local tourism professionals, chambers, and visitors bureaus, how to register through the partner portal to add themselves to our website, the Rural Marketing Grant Program, as well as Projects Related to Tourism Grant program, and the benefits of joining their territory.
- On December 17, 2018, the Commission on Tourism approved 84 grant recipients for a total
 of \$643,797.00 awarded for the 2nd Cycle 2019 Rural Marketing Grant Program. These
 funds are crucial to our rural communities, providing matching funds to assist our rural
 partners in marketing their destinations.

Nevada Magazine

- We produced our September/October and November/December editions of the magazine covering the Camel Safari, Cowboy Fast Draw Competition, Walker River State Recreation Area, Howard Hughes, our 2018 Made in Nevada Gift Guide and a Farewell to Governor Sandoval.
- We completed the last two articles of our train series with Locomotive Calamities and V & T's Coach #17
- Our Great Nevada Picture Hunt had more than 2,200 entries from 500+ photographers
- Our third day-long photo symposium was held at the Brewery Arts Center with five speakers and over 80 attendees
- Nevada Magazine's newly re-designed website was launched containing archives and more interactivity.

With regard to AB 84 Funding & Bonding Capacity limits



STATE OF NEVADA

Prepared by The Office of the State Treasurer

The Honorable Zach Conine Treasurer

General Obligation Debt Capacity and Affordability Report 2019-2021 Biennium

Affordability Analysis-Future Bonding Affordability

The results of the Affordability Analysis indicate the State's bonding affordability for all capital programs paid with ad valorem property tax revenue is \$32.215 million to complete the remaining bonding for the fiscal year 18 and 19 allocations and \$200 million for the upcoming fiscal year 20 and 21 allocations and additionally, a minimum of \$200 million for each of the subsequent bienniums.

Governor Recommended General Obligation Bonding Affordability Allocation

Bonding Program	Authority	Pro	ceeds Required for Authorization	18-1	ning Fiscal Year 9 Affordability Allocation		scal Year 20-21 dability Allocation
Programs S	ubject to Cons	titul	ional Debt Limit-20	17-201	Biennium		
Capital Improvement Program (CIP)			32,215,000		32,215,000	S	
			ional Debt Linut-20	19-202	l Biennium		HANNET BALL
Capital Improvement Program (CIP)	2019 CIP	\$	•	\$	-	\$	186,000,000
Historic Preservation Grants	NRS 383.530	\$	3 million per year	S	<u>.</u>	\$	3,000,000
Open Space (Q1)-State Lands		\$	12,555,579	S	-	\$	-
		nsti	utional Debt Limit	S	32,215,000	S	189,000,000
Programs Ex	empt from Con	stit	utional Debt Limit-2	019-20	21 Biennium		
Water System Grants			78,722,284		-	\$	3,000,000
Tahoe Environmental Improvement Projects			87,460,469	S	. •	\$	8,000,000
Open Space (Q1)-State Lands		S	4,996,481	S	•	\$	-
Total Ex	S	•	S	11,000,000			
Total					32,215,000	S	200,000,000

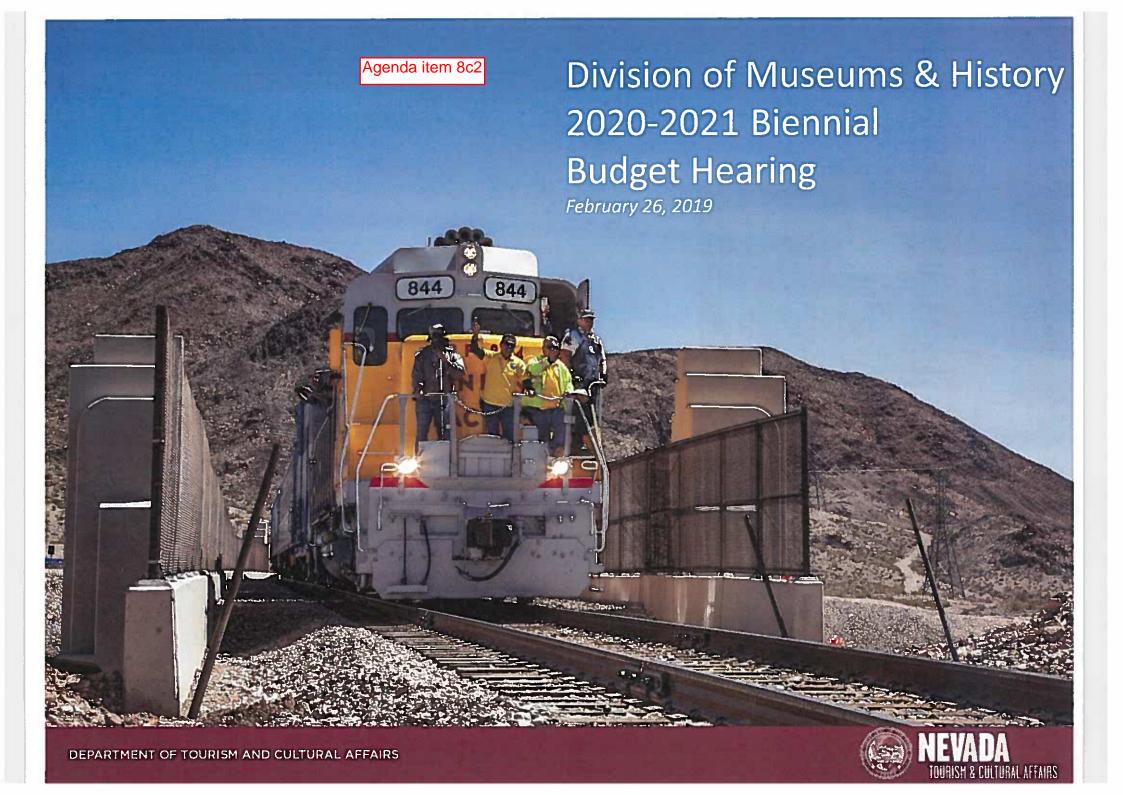
Source, Governor's Finance Office

The actual bonding capacity in future bienniums is dependent largely on actual ad valorem property tax revenue growth as compared to estimates.

Based on current assumptions for ad valorem property tax revenue growth and bond issuances, estimated revenues are sufficient to pay debt service on both outstanding and proposed bonds.

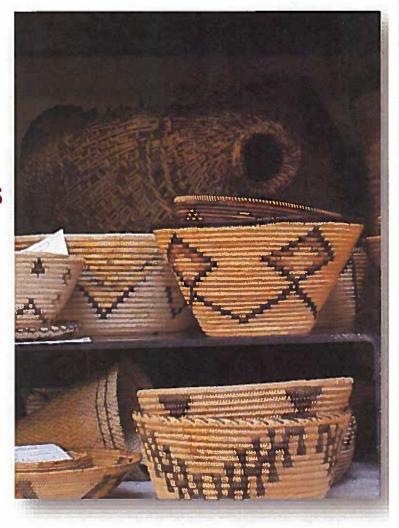
Additionally, in each fiscal year, the projected reserve balance within the Consolidated Bond Interest & Redemption Fund is expected to meet or exceed the State's policy of maintaining a reserve balance at June 30th of each fiscal year equal to at least 50% of the next fiscal year's debt service.

The actual amount of reserves required for future debt service is dependent upon future growth rates in ad valorem property tax revenue, bond interest rates, and amortization periods as compared to estimates.



WHAT WE DO

- Curate Collections and Curatorial Services
- Exhibit, Education & Research Services
- Tourism & Community Development





Nevada Division of Museums and History

Mission

The Division of Museums and History preserves, shares, and promotes the understanding and celebration of Nevada's natural and cultural heritage for the enrichment of all generations

Vision

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

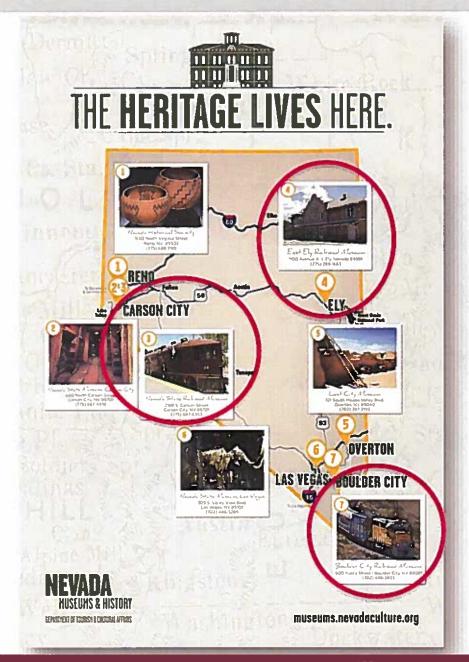
Philosophy

Works as a team to build consensus and fulfill our vision, putting the public's needs first while adhering to the highest professional standards





NEVADA
STATE
MUSEUM
LOCATIONS





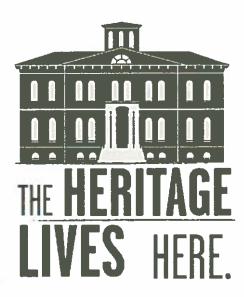
DIVISION PUBLIC PURPOSE AND CRITICAL NEED

- Authorized in NRS 381.
- Responsible for <u>oversight</u>, <u>development and implementation of consistent public policy</u>, and coordination for Division's seven museums and 14 budget accounts.
- The Division <u>manages assets</u> including 39 buildings on multiple campuses with an estimated replacement cost of \$110 million.
- Museums <u>manage collections</u> numbering many millions of objects, photographs, maps, manuscripts, textiles and archival materials. Collective value of holdings is unknown but over > \$500 million.
- Provide <u>life-long informal learning while promoting diversity and civil dialogue</u> through interpretive exhibits and dozens of programs.
- Set policy, <u>manage public operations</u>, manage and interact with Board of Museums & History and support their administrative needs.



DIVISION PUBLIC PURPOSE AND CRITICAL NEED (cont'd)

- <u>Centralized fiscal</u> and most <u>administrative services</u> to the Division to relieve workload at individual museums.
- Provide technical support and curation services for federal agencies and non-profit private and external public museums in Nevada.





ATTENDANCE & REVENUE - BIENNIAL ACTUAL

2	Attendance FY17	Attendance FY18	Admission Revenue FY 17	Admission Revenue FY 18
Nevada State Museum, Carson City	33,702	36,702	\$152,633	\$169,109
Nevada State Museum, Las Vegas	59,724	77,763	\$53,172	\$53,172
Nevada Historical Society, Reno	11,997	5,918	\$6,557	\$6,526
Nevada State RR Museum, Carson City CC Train Ride Revenue	21,336	19,896	\$80,450 \$61,257	\$95,652 \$67,353
Nevada State RR Museum, Boulder City	36,820	54,225	\$199,501	\$244,135
Lost City Museum	14,218	14,117	\$51,748	\$53,792
East Ely RR Depot Museum	6,320	6,049	\$7,678	\$0
Vear-over year attendance increased				

Year-over year attendance increased 16.7% in SFY 2018 while core revenue from services rose 12.5%



B/A 2941

E805 – POSITION RECLASSIFICATION

SFY 2020: \$9,670 SFY 2021: \$10,005

 This request funds the reclassification of an Administrative Services Officer II to an Administrative Services Officer III commensurate with duties and responsibilities of the position.

DIVISION WIDE

E 229 – EFFICIENT AND RESPONSIVE STATE GOVERNMENT

SFY 2020: \$7,527 SFY 2021: \$7,527

• This request funds additional in-state travel. Travel is needed to allow staff to attend divisional meetings, mandatory state training, transport of exhibits and artifacts, and performing historical research.



DIVISION WIDE (CONTINUED)

E 710 – Equipment Replacement

SFY 2020: \$45,785 SFY 2021: \$32,764

• This request replaces computer hardware and associated software per Enterprise Information Technology Services' recommended replacement schedule.

E 711 – Equipment Replacement

SFY 2020: \$5,580 SFY 2021: \$5,580

 This request upgrades computer software for use by division staff which becomes obsolete. The software programs are used to support exhibit development and administration tasks.



NEW / RESTORED STAFFING

B/A 4216

SFY 2020: \$140,256

SFY 2021: \$182,129

- This request funds four position **restorations** lost in the economic downturn a decade ago. (Maintenance Repair Specialist-BC, two .49 FTE Museum Attendant I's-CC, Maintenance Repair Worker-EE).
- The two PT museum attendants at Carson City RR Museum will enable expansion of public service from 5 to 6 days per week. This will result increased revenue as well as a 33% increase in availability for school tours.
- The Boulder City and East Ely positions restore same class and grade positions lost in SFY 2010 during recession and enable better management of programs and facilities.



OTHER

B/A 4216

E 225 – EFFICIENT AND RESPONSIVE STATE GOVERNMENT

SFY 2020: \$14,806

SFY 2021: \$14,806

This request funds an increase in operating and vehicle supplies for the State
Railroad Museum in Carson City. Additional funds for operating supplies are
needed for main areas of museum operations including the railroad restoration
shop and museum administration. This enhancement is funded 100% with a
combination of Admission Charges and Train Ride Fees



OTHER

B/A 4216

E 226 – EFFICIENT AND RESPONSIVE STATE GOVERNMENT

SFY 2020: \$29,292 SFY 2021: \$29,292

 This request funds an increase for locomotive and railcar maintenance, repair, and railway maintenance and inspection and for additional locomotive fuel for the State Railroad Museum in Boulder City required to maintain operation of the locomotives and railroad equipment which are used for the visitor excursions, the primary public program service. Increased demand for services drives the need. This enhancement is funded 100% with Train Ride Fees.



School Bus Transportation Reimbursement Program

- Implemented new pilot school bus transportation reimbursement program using web-based reservation system.
- Launched mid-year in fiscal year 2018, the program served 6,168 students from 98 schools at a per student cost of \$5.46 in the first six months and will more than double that in the current year. [8,786 students served YTD at a cost of \$5.43 per student, \$47,752]
- Working collaboratively, Legislative leadership and the Clark County School District School-Community Partnership Program overcame obstacles to enable the distribution of bus funds to Clark County schools.





STRATEGIC PRIORITIES - CHALLENGES

- Relocate the Nevada Historical Society to a larger facility in a more central location.
 Negotiations with UNR have been positive and a land exchange for the downtown Reno Nelson building is proposed and has been accepted by NSHE and BOE.
- Support workforce development and staff restorations by articulating history's importance in developing vital workplace skills, particularly data gathering and analysis, problem-solving, and cross-cultural collaboration.
- <u>Strengthen</u> safety, security, and environment at all museums to be better prepared against flooding, wildfires, and other natural disasters.

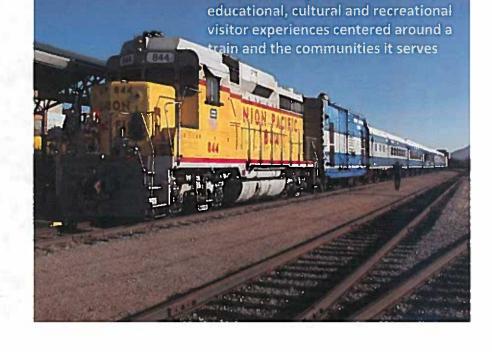






STRATEGIC PRIORITIES – PROGRAM CHALLENGES

- <u>Build</u> on the strong success and new opportunities for recreation, education and community development through expanded visitor facilities at the NV State RR Museum, Boulder City
- <u>Build</u> secure electronic commerce to better serve customers: expanded on-line ticketing for events and exhibits, memberships, donations and retail sales.
- <u>Build</u> public trust by enhancing collection capacity via the funding of phase 1 construction of an expanded regional curatorial center at Indian Hills, Carson City.



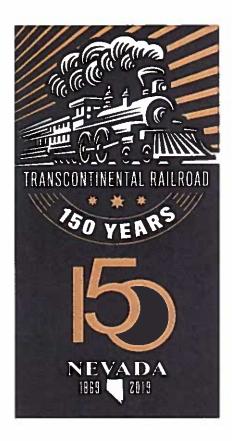
More Than Just a Train Ride An innovative palette of historical,

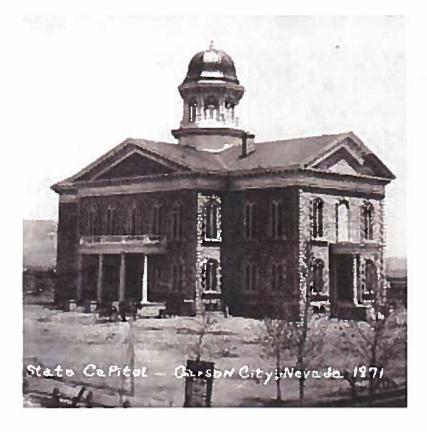
 <u>Negotiate</u> with White Pine Railroad Foundation to settle disputed occupancy of historic East Ely Railroad Depot.

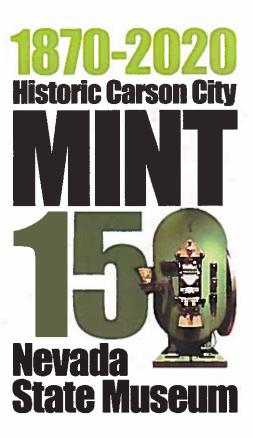


STRATEGIC PRIORITIES – PROGRAM CHALLENGES

• <u>Maximize</u> opportunities for enhanced tourist activity, revenue and attendance through upcoming historic sesquicentennial anniversaries of the completion of the Transcontinental Railroad (1869), Carson City Mint (1870), Nevada State Capitol (1871).









2019 Steps for Drafting and Adopting NRS 381 new NAC Regulations

- 1. New Regulation Draft Published and Out for Review and Comment: February 28, 2019.
- 2. Cut Off to Receive Comments on Draft: March 28, 2019.
- 3. Publish Amended Regulation Draft for Review and Comment: April 18, 2019.
- 4. Cut Off to Receive Comments on Amended Draft: May 16, 2019.
- 5. Publish Amended Regulation Draft for Review and Comment: June 6, 2019; also notice final public workshop.
- 6. Hold Public Workshop the week of June 24.
- 7. Finalize Regulation Draft: July 2019.
- 8. Submit to LCB for Drafting August 1, 2019.
- 9. Notice Public Hearing and Adoption Hearing on September 9, 2019 or within two weeks of receiving LCB draft.
- 10. Hold Public Hearing and Adoption Hearing on October 10, 2019 or thirty days after noticing.
- 11. Adoption of Regulation on October 10, 2019 and submission of paperwork related to adoption.
- 12. Heard by Legislative Commission December 2019.
- 13. Regulation is effective in December 2019 after being adopted by the Legislative Commission.

Meeting Purpose	Meeting Date	Location	Tribal Representatives	NSM & Other Agencies	Results of Meeting
Public Meeting to Solicit comments on process of writing Regulations for SB 244	June 5, 2018	NSMCC Videoconferencing with NSMLV	Betty Aleck (PLPT)* Mervin Wright Jr. (PLPT) Warren Graham (DWST)* Michon Ebon (RSIC)* Scott Nebesky (RSIC) Lauri Thom (YPT)* Dietrick McGinnis (McGinnis & Associates/YPT) Marla McDade Williams (Strategies 360)	P. Barton (Administrator DMH) M. Freedman (Director NSMCC) E. Hattori (Curator NSMCC) R. Delovio (Curator NSMCC) A. Camp (Curator NSMCC) C. Johnson (Curator NHS) G. Clifton (Public Info. DTCA) D. McBride (Director NSMLV) S. Underwood (Curator NSMLV) M. McDonough (Admin. NSMLV) S. Rupert (NIC)* M.B. Timm (Director LCM) R. Stoldal Museum Board) Zacharia White (DTCA) Nathan Harper (LVVWD)* Chaunsey Chan-Doung (LVVWD)	Consultation is government to government. NSM needs to go to the tribes to listen and learn. More time is needed for writing Regulations. Consultation is a process. RSIC-present meeting is not consultation.
Meeting to solicit information for writing Regulations/provide Washoe THPO with information about June 5 Public Meeting	June 19, 2018	Washoe Tribal Headquarters, Gardnerville	Darrel Cruz (Washoe)	A. Camp (NSMCC)	Consultation can sometimes be one-on-one discussions. Provided a map of Tribal territory and Declaration of Washoe Descendence and Cultural Affiliation.
Meeting to discuss writing Regulations/Consultation (meeting requested by RSIC)	June 19, 2018	NSMCC Anthropology	Scott Nebesky (RSIC)	A. Camp (NSMCC)	Archaeologists are not needed for relocating human remains. Issuing a permit should be the last resort. Tribes and property owners should be the decision makers, not NSM. Archaeologists need to listen not speak when meeting with tribes. RSIC dislikes the language of NRS 381
Informal Meeting (meeting requested by RSIC)	June 25, 2018	RSIC – Tribal Historic Preservation Office	M. Ebon (RSIC) S. Nebesky (RSIC) RSIC Cultural Committee	G. Hattori (NSMCC) A. Camp (NSMCC)	1. NSM needs to better understand Tribal worldview. 2. NSM needs to listen, not speak – especially with Elders. 3. RSIC would like all Native American objects in the NSM returned to the tribes. 4. RSIC objects to science, archaeology, Federal Cultural Resource laws, and SB 244 limitations. 5. RSIC represents all Nevada Tribes. 6. Every object made by Native people is sacred. 7. Regulations need to incorporate the values, beliefs, and traditions of the tribes.
Discuss writing Regulations (meeting requested by A. Camp)	June 28, 2018	PLPT – Tribal Headquarters Nixon	Betty Aleck (THPO, PLPT) Mervin Wright Jr. (Environmental Department PLPT) PLPT Cultural Committee	M. Freedman (NSMCC) A. Camp (NSMCC)	Consultation may mean government to government contact and some affiliated tribes may not be interested in engaging. Need to meet with each tribe to learn consultation preferences.

= =		à			3. The Paiute want THPO to be contacted, followed by the Chairman when necessary. 4. Several or all tribes should be notified of findings. 5. Concern that property owners will excavate without getting permit. 6. There is a need for a Research Design before excavation. 7. Create best practices for excavation of Known Burial Site.
Meeting – solicit comments for Regulations, provide information about Senate Bill 244 and changes to NRS 381	July 31, 2018	Ely Shoshone Tribal Environmental Office, Ely	Jill Perez (Environmental Grant Administrator) Brianna Hedges (Environmental Protection Specialist) Synthia Stark (Student Intern/Ely Tribal Member)	A. Camp (NSMCC)	Consultation is government to government interaction. Tribal representatives suggested meeting with other tribes throughout the State. Tribe prefers to be notified through email. Notification for permit should go to all tribes in the area. Tribes have worked together with BLM to rebury human remains. DNA has been used for determining Native American Descent.
Regional Mecting – provide regional tribes with information about SB 244 and solicit comments for Regulations	August 9, 2018	NSMLV	Judy Rojo (WIC* Tribal Council Member) Misty Alvarey (WIC Tribal Council Member) Katherine Hasbrouck (WIC Council Member)	D. McBride (NSMLV) M. Freedman (NSMCC) G. Hattori (NSMCC) S. Underwood (NSMLV) A. Camp (NSMCC) C. Chauncey Chau-Duong (LVVWD) Helen Mortenson (Ice Age Park Foundation) Paul Aizley (Ice Age Park Foundation)	1. Consultation is a back and forth conversation between the Museum and tribes. 2. Concern about excavation without a permit being only a misdemeanor. 3. Suggested having a meeting with law enforcement. 4. Winnemucca Indian Colony does not have the ability to rebury remains, due to lack of tribal organization. 5. Winnemucca Indian Colony is currently involved in litigation.
Regional Meeting – provide regional tribes with information about SB 244 and solicit comments for Regulations	August 16, 2019	Western Nevada College, Elko	Hope Jackson (CTGR)* Rupert Steele (Chairman CTGR) Joseph Holley (BMBC)* Tanya Reynolds (SFBC)* Dallas Smales (SFBC)	M. Freedman (NSMCC) G. Hattori (NSMCC) A. Camp (NSMCC)	1. Why didn't all the tribes hear about SB 244 before it was passed by the Legislature? 2. There is a lack of respect between government agencies and tribes during consultation. 3. Concern that SB 244 only represents urban tribes, not rural tribes that work with mining companies. 4. Tribes believe that private land owners should register Known Burial Sites. 5. Concern about what a "Known Burial Site" means. 6. Land owners will try to avoid informing authorities and excavate without a permit. 7. Research plan should include respectful ways to move burials.

					8. Tribal Monitors should be called Cultural Specialists. 9. A need for two points of contact for each tribe 10. All tribes should be contacted before issuing a permit. 11. Consultation is government to government
Traveled with the NIC - Outreach with tribes - Solicit information about Regulations, and to provide contact information	August 27, 2018	Lovelock Tribal Headquarters	Stephanie Rhodes (Chairwoman, Lovelock Paiute)	Sherry Rupert (NIC) Kelly Krolicki (NIC Richard Arnold (NIC) Kostan Lathouris (NIC) Sari Nichols (NIC) Anna Camp (NSMCC)	1. Lovelock is concerned with the health and safety of the tribe. 2. Working on Access to better healthcare and education. 3. No questions were asked of A. Camp, SB 244 information was provided – also asked for future input.
Traveled with the NIC - Outreach with tribes – Solicit information about Regulations, and to provide contact information	August 27, 2018	Fort McDermitt Tribal Headquarters, Fort McDemitt	Tildon Smart (Chairman, Fort McDermitt)	Sherry Rupert (NIC) Kelly Krolicki (NIC Richard Arnold (NIC) Kostan Lathouris (NIC) Sari Nichols (NIC) Anna Camp (NSMCC)	Tribe is dealing with water rights issues. Tribe is lacking educational specialists, housing, and job opportunities. No questions were asked of A. Camp, SB 244 information was provided – also asked for future input.
Traveled with the NIC - Outreach with tribes – Solicit information about Regulations, and to provide contact information	August 28, 2018	Duck Valley Shoshone Paiute Tribal Headquarters, Owyhee,	Over 20 Tribal Representatives	Sherry Rupert (NIC) Kelly Krolicki (NIC Richard Arnold (NIC) Kostan Lathouris (NIC) Sari Nichols (NIC) Marla McDade Williams (NIC/ Strategies 360) Anna Camp (NSMCC)	 Schools do not have proper heat and plumbing. Water has been contaminated by mining. Tribe works well with Barrick Mining Company, and scholarships are provided. There is a need for tribes to have consultation policies. No questions were asked of A. Camp, SB 244 information was provided – also asked for future input.
Traveled with the NIC - Outreach with tribes – Solicit information about Regulations, and to provide contact information	August 29, 2018	Elko Band Council Headquarters, Elko	David Decker (Chairman, Elko Shoshone) Two Tribal Councilman	Sherry Rupert (NIC) Kelly Krolicki (NIC Richard Arnold (NIC) Kostan Lathouris (NIC) Sari Nichols (NIC) A. Camp (NSMCC)	1. Archaeological sites need to be recorded because they are being destroyed. 2. Stewart Indian School was a terrible place for Indian children. 3. No questions were asked of A. Camp, SB 244 information was provided – also asked for future input.
Traveled with the NIC - Outreach with tribes – Solicit information about Regulations, and to provide contact information	August 29, 2018	Wells Band Council, Wells	Tribal Council Members Heather Martinez (Administration, Wells Band Council)	Sherry Rupert (NIC) Sari Nichols (NIC) Anna Camp (NSMCC)	No questions were asked of A. Camp, SB 244 information was provided – also asked for future input.
Traveled with the NIC - Outreach with tribes – Solicit information about Regulations, and to provide contact information	August 30, 2018	Battle Mountain Band Council, Battle Mountain	Lydia Johnson (Chairwoman, BMBC) Joseph Holley (BMBC)	Sherry Rupert (NIC) Sari Nichols (NIC) Anna Camp (NSMCC)	The tribe was looking for pictures of Towsawihi mine. Asked about display cases for the tribal community center/ How to write a grant to get some. (NSM-Exhibits provided cases 12/13)

Traveled with the NIC - Outreach with tribes – Solicit information about Regulations, and to provide contact information	September 13, 2018	Fallon Paiute Shoshone Tribe, Fallon	Len George (Chairman FPST) Gayle Miles (Council Member FPST) Natalic Pacheco (Council Member, FPST) Laura Ijames (Council Secretary, FPST)	Sherry Rupert (NIC) Sari Nichols (NIC) Anna Camp (NSMCC)	3. No questions were asked of A. Camp relating to SB 244, but information was provided about the Bill, and a request was made for more input. 1. No questions were asked of A. Camp relating to SB 244, but information was provided about the Bill, and a request was made for more input.
Traveled with the NIC - Outreach with tribes - Solicit information about Regulations, and to provide contact information	September 13, 2018	Walker River Paiute Tribal Headquarters, Schurz	Amber Torres (Chairwoman, WRPT) Genia Williams (Treasurer, WRPT)	Sherry Rupert (NIC) Sari Nichols (NIC) Anna Camp (NSMCC)	No questions were asked of A. Camp relating to SB 244, but information was provided about the Bill, and a request was made for more input.
Traveled with the NIC - Outreach with tribes - Solicit information about Regulations, and to provide contact information	September 13, 2018	Yerington Paiute Tribal Headquarters, Yerington	Laurie Thom (Chairman, YPT)	Sherry Rupert (NIC) Sari Nichols (NIC) Anna Camp (NSMCC)	Chairman Thom wanted me to work with the tribe to come up with list of "Known Burial Sites" that were not recorded. Suggested that we contact the Chairperson to come up with a Tribal Burial Plan. More Tribal members should be professionally trained as Tribal Monitors for archaeological excavation.
Traveled with the NIC - Outreach with tribes – Solicit information about Regulations, and to provide contact information	September 14, 2018	Summit Lake Paiute Tribal Headquarters, Reno	Donna Komar (Tribal Coordinator, SLPT) Philip Frank (Council Member, SLPT) Linda Quinn (Council Member, SLPT) Eugene Mace (Secretary)	Sherry Rupert (NIC) Sari Nichols (NIC) Anna Camp (NSMCC)	Tribe is looking for new building headquarters. Concern with expansion of Burning Man. Looking to purchase Soldier Meadows Ranch in the Black Rock Desert. Tribe thought that the plan to write Regulations and ask for feedback was appropriate—no concerns were mentioned.
Meeting to solicit input on SB 244 Regulations (meeting requested by tribe)	October 11, 2018	Fallon Paiute Shoshone Education Headquarters, Stillwater	Rochanne Downs	Anna Camp (NSMCC)	Expressed difficulty with tribes coming up with cohesive Burial and/or Consultation plans. Suggested that the Regulations state "the State will request guidance on the disposition of dealing with human remains." Most tribes do not have time to write Regulations. Tribes deal with multiple government agencies on a daily basis.
Public Workshop to Solicit input on Regulations for NAC 381	December 13, 2018	NSMCC Videoconferencing with NSMLV	Betty Aleck (PLPT) Warren Graham (DWST) Michon Ebon (RSIC) Scott Nebesky (RSIC) Dorothy McCloud (Washoe Tribe) Joseph Lent (THPO, Bridgeport Indian Reservation) Lana Hicks (Washoe Tribe)	P. Barton (Administrator DMH) M. Freedman (Director NSMCC) E. Hattori (Curator NSMCC) A. Camp (Curator NSMCC) Sarah Bradley (Deputy Attorney General, DMH) D. McBride (Director NSMLV) S. Underwood (Curator NSMLV)	RSIC expressed that the Regulations did not include the values, belief, and traditions of the tribes. RSIC expressed that human remains should not be excavated despite the desire of property owner. General tribal concern with the use of the word "Indian" in the Regulations.

			JoAnn Nevers (Washoe Tribe) Melba Rakow (Washoe Tribe) Joseph Holley (BMBC) David Carrera (Chairman, BMBC) Tashima Jim (WRPT) Misty Benner (WRPT) Sarah Peters (McGinnis & Associates/WRPT) Marla McDade Williams (Strategies 360)	V. Luca (Curator LCM) Z. White (DTCA) R. Roberts (Friends of the NSMCC) Jessica Garcia (Nevada Appeal) Bobbi Rahder (Stewart Museum and Cultural Center)	4. RSIC expressed that tribes need to be involved in Antiquities Permit processing. 5. RSIC expressed that the draft Regulations were not good enough and more time was needed before they become law. 6. RSIC suggested more time was needed to consult with tribes, not just tribal leadership, but also tribal members.
Meeting to provide more information about Regulations (meeting requested by tribe)	January 14, 2019	Was to be BMBC	D. Carrera,, Chairman, BMBC	Anna Camp (NSMCC)	Meeting cancelled by D. Carrera (Tribal Chairman, BMBC) when I arrived in Winnemucca
Public Workshop to Solicit input on Regulations for NAC 381	January 24, 2019	NSMCC	Warren Graham (DWST) Michon Ebon (RSIC) Scott Nebesky (RSIC) Darrel Cruz (Washoe Tribe) Jordan Ackley (WRPT) Donna Cossette (FPST/Churchill County Museum) Sarah Peters (McGinnis & Associates/WRPT) Marla McDade Williams (Strategies 360)	P. Barton (Administrator DMH) M. Freedman (Director NSMCC) E. Hattori (Curator NSMCC) A. Camp (Curator NSMCC) Sarah Bradley (Deputy Attorney General, DMH) D. McBride (Director NSMLV) Christine Johnson (NHS) M.B. Timm (Director LCM) S. Rupert (NIC) Bobbi Rahder (Stewart Museum and Cultural Center) Wella Travaceli (NHS/UNR) Jared Smith (UNR)	1. RSIC stated Regulations did not include tribal values, belief, and traditions. 2. RSIC thought the State was more concerned with the rights of private property owners 3. RSIC took issue with definitions (e.g. Abandoned Property) 4. Washoe Tribe stated that "Aboriginal Territory" should determine Cultural Affiliation. 5. RSIC wants Known Burial Site permit to be last resort. 6. RSIC want to be included before a Permit is issued. 7. Confusion about who is exempt from the Known Burial Site Permit. 8. RSIC again expressed the need for more time to write Regulations.
Meeting to discuss Tribal Affiliation	January 31, 2019	Washoe Tribal Headquarters, Gardnerville	Darrel Cruz (THPO Washoe Tribe) Lana Hicks (Washoe Tribe) JoAnn Nevers (Washoe Tribe)	M. Freedman (Director NSMCC) S. Bradley (Deputy Attorney General DMH) A. Camp (NSMCC)	1. There is only one Washoe Tribe and they represent the Washoe Tribe. 2. Expressed concern with other tribes trying to lay claim to things within the Washoe territory. 3. Washoe territory has been determined by the Federal government. 4. Would like the Regulations to say "aboriginal tribe", instead of "present-day tribe", in provision 19.

^{*}PLPT (Pyramid Lake Paiute Tribe)

^{*} DWST (Duckwater Shoshone Tribe)

^{*}RSIC (Reno Sparks Indian Colony)

^{*}YPT (Yerington Paiute Tribe)

^{*} NIC (Nevada Indian Commission)

^{*}LVVWD (Las Vegas Valley Water District)

^{*} WIC (Winnemucca Indian Colony)

^{*}CTGR (Confederated Tribes of the Goshute Indian Reservation)

^{*}BMBC (Battle Mountain Band Council)

^{*}SFBC (South Fork Band Council)

^{*}FPST (Fallon Painte Shoshone Tribe)

^{*}WRPT (Walker River Paiute Tribe)

^{*}SLPT (Summit Lake Paiute Tribe)

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About Museums for All

Museums for All is a national access program that encourages museums in communities across the United States to actively reach out to low-income visitors.

The Institute of Museum and Library Services (IMLS), the primary source of federal support for museums and libraries, and the Association of Children's Museums (ACM), an international children's museum service organization, are partners in this nationwide initiative to increase museum access.

How does Museums for All work?

Participating museums provide reduced admission, ranging from free to \$3.00, to visitors presenting their SNAP EBT (Supplemental Nutrition Assistance Program Electronic Benefit Transfer) card. This reduced rate is available during all normal operating hours to up to four individuals per EBT card.

Participating museums may choose to provide additional benefits, such as offering discounted rates to special exhibitions or discounted memberships, or accepting other means of identification, such as WIC (Women, Infants, and Children) EBT cards.

To evaluate reach, ACM and IMLS gather quarterly participation data from Museums for All institutions.

reach

Museums for All has reached more than 1 million visitors since its start.

How do people benefit from Museums for All?

The cost of museum admission can be a barrier for many low-income families. With a year-round, open door policy, Museums for All invites low-income visitors to feel welcome at cultural institutions.

With Museums for All, visitors don't have to wait for special times to visit the museum. Instead, they have the opportunity to visit at times convenient to them, like every other visitor. Visitors can see that they are a valued part of the community, and museums are eager to welcome them.

What can you do?

We're asking you to help spread the word about Museums for All to low-income families. The work your agency does with this demographic can help museums find creative ways to connect to low-income populations where they already are. For instance, local service centers could display Museums for All materials and share details of the program with the families they serve.

participants

Museums for Ali participants include art museums, science centers, children's museums, historical societies, botanical gardens, planetariums, zoos, and more.

impact

IMLS research shows that children who visited a museum during kindergarten performed better in reading, math, and science than children who did not. However, only 43% of kindergarteners of the lowest economic status visited museums.

Division of Museums and History Personnel Vacancy Log

MUSEUM	POSITION	PCN#	FTE	VACANT	STATUS
Nevada State Museum, Carson City	Exhibit Preparator II	00035	1.00	1/4/2019	Interviews in progress
Nevada State Museum, Carson City	Sales & Promotion Rep II	00032	0.51	11/16/2018	Hire made: start date 3/18/2019
					Recruitment underway: Division
Nevada State Museum - LV	Administrative Assistant III	00012	1.0	11/17/2018	internal
Nevada State Museum - LV	Museum Attendant II	00056	1.0	5/22/2017	Agency placed on hold
Nevada State RR Museum, BC	Maintenance Repair Spec II	00025	1.0	11/1/2018	Interviews underway
					Reclass to curator II; recruitment
					complete, interviews complete,
Lost City Museum	Exhibit Preparator	00003	1.0	1/11/2018	follow-up interview scheduled

AGENCY	FTE Authorized
LCM - 1350	7.05
NHS - 2870	7.00
NSM-CC - 2940	20.53
DMH - 2941	4.00
NSM-LV - 2943	19.51
NSRM - 4216 (combined)	15.51
Total FTE Count:	73.60

STEVE SISOLAK
PETER BARTON
CATHERINE MAGEE PH.D

Governor

Administrator

Director, Nevada Historical Society





REPORT TO THE BOARD OF MUSEUMS AND HISTORY MARCH 20, 2019

<u>I.</u>	Private	<u>Funds</u>	<u>Budget</u>	<u>Summary</u>

Private Funds Budget Summary B/A	#5035				
State Fiscal Year 2019		Total	Year to Date	Percentage	
	GL/Cat#	Budget	<u>Actuals</u>	Year to Date	
Cash From Prev Fiscal Year Unrestricted	2511	176,008	176,008	100.00%	
Cash From Prev Fiscal Year Restricted	2511	720,054	720,054	100.00%	
Cash Bal Fwd New Fiscal Year Unrestricted	2512	0	0	0.00%	
Cash Bal Fwd New Fiscal Year Restricted	2512	0	0	0.00%	
Comparison of Revenues Budgeted/ Received	<u>d:</u>			#	
Memberships*	4008	133,508	4,510	3.38%	
Photograph Sales	4010	18,804	715	3.80%	
Printing Sales	4011	13,619	152	1.11%	
Merchandise Sales*	4025	40,070	2,077	5.18%	
Gifts & Donations	4251	5,000	18	0.36%	
Private Grants	4265	1,793,347	1,092,158	60.90%	
Treasurer's Interest	4326	14,000	0	0.00%	
Trans From Museums (Quarterly Fees)	4665	40,330	0	0.00%	
Total Revenues Received:	Branch .	\$2,058,678	\$1,099,630	53.41%	
Comparison of Expenditures Budgeted/Exper	nded:				
Administration	35	33,650	2,109	6.27%	
NHS Quarterly	37	14,243	0	0.00%	
Museum Store*	41	13,044	687	5.27%	
Collection Storage Project	45	0	0	0.00%	
Board Appr Special Projects	48	213,347	0	0.00%	
Photo	49	1,047	28	2.63%	
Special Projects (Restricted)	55	1,793,347	20,592	1,15%	
Total Expenditures:		\$2,068,678	\$23,416	1.13%	

Available Unrestricted Cash

\$180,656.35

A large donation from the Tacchino Trust, anticipated in SFY 2018 was received in SFY 2019, on September 26, 2018. The final distribution was \$1,075,000. The above figures reflect the second quarter of fiscal year 2019 revenues and expenditures as of December 31, 2018.

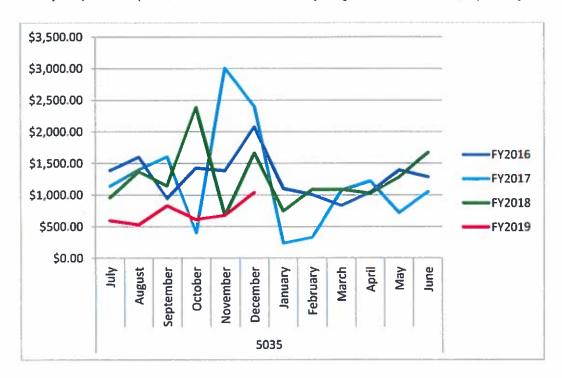
^{*} Further detail available in the below identified sections.

II. Museum Store Sales

Store sales chart comparison against four previous fiscal years.

	<u>July</u>	Aug	Sept	<u>Oct</u>	Nov	Dec	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	May	<u>June</u>	<u>TOTAL</u>
FY 19	593	528	826	613	677	1,035	0	0	0	0	0	0	4,273
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
YTD	593	1,121	1,947	2,560	3,238	4,273	0	0	0	0	0	0	4,273
YTD Comp	62.1%	48.3%	56.2%	43.8%	49.6%	52.2%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Monthly Comp	62.1%	38.6%	72.2%	25.7%	99.2%	62.3%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

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



Museum Store Sales Narrative:

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'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 gaming materials for sale are donated by our supporters and benefit the NHS operations. Report reflects activity through December 31, 2018.

III. Museum 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	593	495	-	-	495	98	16.6%
August	528		-	31	31	497	94.1%
September	826	123	-	38	161	664	80.5%
October	613	476	-	151	626	(13)	(2.1%)
November	677	2,557	-	169	2,726	(2,049)	(302.5%)
December	1,035	564	-	281	845	190	18.4%
January	-	-	-	-	-	-	0.0%
February	-	-	-	-	-	-	0.0%
March	-	-	-	-	-	-	0.0%
April		-	-	-	-	- 1	0.0%
May		- 1	-	-	-	-	0.0%
June	-	-	-	-	-	-	0.0%
FY19 Total	4,273	4,215	-	670	4,884	(612)	(14.3%)
FY18 Total	15,096	9,635	-	3,326	12,961	2,135	14.1%
FY i 7 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%

Museum Store Revenue and Expenditure Narrative:

This section accounts for revenues and expenditures through December 31, 2018. We continue to evaluate store sales and will only purchase top sellers, primarily books. We are looking into creating some NHS specific merchandise.

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 the authors

IV. Membership Program

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

Membership	<u>July -</u>	Sep	Oct -	<u>Dec</u>	<u>Jan -</u>	<u>Mar</u>	<u>April</u>	- June	TOTAL		
Categories	New	Renew	<u>New</u>	Renew	New	Renew	New	Renew	Ne w	Renew	
Individual	3	45	4	44	0	0	0	0	7	89	
Family	2	16	1	15	0	0	0	0	3	31	
Sustaining	3	41	0	0	0	0	0	0	3	11	
Contributing	0	0	0	0	0	0	0	0	0	0	
Patron	0	0	0	0	0	0	0	0	0	0	
Benefactor	0	0	0	0	0	0	0	0	0	0	
Senior	17	12	7	13	0	0	0	0	24	25	
FY 19	25	84	12	72	0	0	0	0	37	156	
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	
YTD	25	84	12	72	0	0	0	0	37	156	
YTD Comparison	26,32%	0.00%	33.94%	118.18%	0.00%	0.00%	0.00%	0.00%			
Quarterly Comparison	26.32%	#DIV/0!	85.71%	54.55%	0.00%	0.00%	0.00%	0.00%			

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

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.

777.40	July	Aug	Sept	Oct	Nov	Dec	<u>Jan</u>	<u>Feb</u>	Mar	Apr	May	June	TOTAL
FY 19	1,295	580	2,635	1,085	2,665	1,355	0	0	0	0	0	0	9,615
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
YTD	1,295	1,875	4,510	5,595	8,260	9,615	0	0	0	0'	0	0	9,615
YTD Comparison	202.34%	57.96%	108.81%	89.59%	101.60%	79.66%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Monthly Comparison	202.34%	22.35%	289.56%	51.67%	141.38%	34.39%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	

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

Membership Program Narrative:

In addition to the above categories we also have Institutional members (40 renewals 12 new). For this Quarter we have 4 new Individual members, 1 new Family member and 7 new Senior members in addition to the 12 new Institutional members. We have zero Contributor, Patron and Benefactor memberships-new or renew. This reflects memberships through December 31, 2018.

V. Museum Attendance Figures

Attendance chart comparison against four previous fiscal years.

	<u>July</u>	Aug	Sept	Oct	Nov	Dec	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	May	<u>June</u>	<u>TOTAL</u>
FY 19	539	261	437	182	573	357	0	0	0	0	0	0	2,349
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
YTD	539	800	1,237	1,419	1,992	2,349	0	0	0	0	0	0	2,349
YTD Comparison	84.2%	23%	30%	31%	41%	44%	0%	0%	0%	0%	0%	0%	
Monthly Comparison	84.2%	9.4%	59.1%	41.4%	173.1%	77.3%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

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 (college). We capture 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 from October through December 2018 is: 292 visitor adult, 128 visitor child, 8 member adult, 0 member child, 24 library member, 63 library visitor, 0 store member, 3 store visitor, 61 tour chaperone, 378 tour children, and 11 college students.

VI. Attendance Receipts

	July	Aug	Sept	Oct	Nov	Dec	<u>Jan</u>	Feb	Mar	<u>Apr</u>	May	<u>June</u>	TOTAL
FY 18	510	745	430	575	395	285	0	0	0	0	0	0	2,940
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	510	1,255	1,685	2,260	2,655	2,940	0	0	0	0	0	0	2,940
YTD Comparison	62.96%	82.6%	77.5%	87.8%	90.6%	88.9%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Monthly Comparison	62.96%	104.93%	65.65%	143.75%	110.64%	76.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	

Museum Receipts Figures Narrative:

Our special exhibit 50 Years of the Reno Philharmonic on August 4, 2018 has been a disappointment for increasing visitors. C. Magee noted the ad in the Reno Phil program did not list the Nevada Historical Society name- only our location. Magee will request to proof all advertising materials in the future. This reflects attendance receipts through December 31, 2018.

VII. Fundraising Activities

- We held an NHS member only gala event on October 20, 2018 catered by Whole Foods. We had a spin the history wheel game, door prizes, a wine pull, a Reno history video, a photo op with Tonni Tennille, and member thank you gifts.
- We did not hold our annual Nevada Day event due to a UNR Football game on the same day as our event.

VIII. General Activities

Events and tours

- Stan Paher and his book—Las Vegas: As It Began As It Grew were featured during October's Writers' Wednesday.
- High Noon with Neal Cobb featured the classic movie—*The Merry Wives of Reno*, 1934 in October.
- Docent pot luck was enjoyed by all in December.
- We do not have Writers' Wednesday events in November or December due to the holidays.

Daily Operations

- We are running with a small and mighty staff of 7 with the hiring of Dr. Michelle Roberts as the Curator of Education and Public Programming. Michelle started on November 13, 2018.
- Shery is training Michelle with school tours, docent liaison, events and other tours.
- The docents continue with their excellent support of NHS daily operations in particular cataloging, manning the store, providing tours to the public, special groups, and school groups. They have provided over 10,000 hours, the largest number of hours ever recorded, for 2018.

• Research questions

- o Library Staff responded to 2 mail requests, 49 email requests and 92 phone requests. Each request averages between 15 minutes to 2 hours. There were a total of 231 in person researchers.
- o Catherine responded directly to 11 email research requests and 2 telephone requests.
- Shery responded to 10 manuscript research requests.

Photo requests and cataloging

- o Catherine, Shery, Michael, Karalea and docents process the photo requests, research, and orders.
- During this quarter we processed 24 photo orders.
- o Karalea and Catherine 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 368 photos and photography collections have been cataloged and entered into PastPerfect.

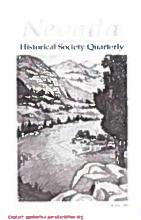
Collections

- Shery and Christine worked with Senator Dean Heller's office to obtain some collection materials for NHS.
- We have 6 new accessioned collections this quarter.

> Howard Herz continues as our AGA contract curator, and Deborah Brastoff as a temporary employee as the AGA collections cataloger, along with 4 docents.
> This quarter 605 artifacts have been cataloged and entered into PastPerfect.

NHS Quarterly

The 2018 NHSQ is in production and will be a single publication coming out in Spring 2019. The newly hired Curator of Education, Dr. Michelle Roberts, has extensive experience with academic publications and took over as the Managing Editor for the NHSQ. She has hit the ground running with Shery's capable assistance and guidance. Michelle widely distributed a call for papers (see below), filled the two vacant editor positions, reached out to many interested parties, and has at least 2 special issues in the works.



CALL FOR PAPERS



- Geoff Schumacher, M.A., renowned writer and Senior Director of Content for the Mob Museum in Las Vegas, is our new Associate Editor.
- Emerson Marcus, M.A., State Historian for Nevada National Guard and Public Affairs Officer, is our new Assistant Editor.
- Two printed issues are slated for the year 2019. One of the two will be a special issue on Native American Voices. In the year 2020, we will have a special issue on the 100th anniversaries of the 19th Amendment (women's suffrage) and prohibition.

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 5:15 PM.

Catherine Magee, Director 14 February 2019

STEVE SISOLAK
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Governor Administrator

Director, Nevada State Museum





REPORT TO THE BOARD OF MUSEUMS AND HISTORY MARCH 20, 2019

Private Funds Budget Summary B/A #503	36			
State Fiscal Year 2019		Total	Year to Date	Percentage
A A	GL/Cat#	Budget	<u>Actuals</u>	Year to Date
Cash From Prev Fiscal Year Unrestricted	2511	147,867	147,867	100.00%
Cash From Prev Fiscal Year Restricted	2511	620,008	620,008	100.00%
1/8 // 350			767,875	\
Comparison of Revenues Budgeted/ Received:				
BLM Cooperative Agreement	3578	102,124	25,113	24.59%
Facility Rentals	3801	5,000	1,220	24.40%
Charges for Services - Anthro	3871	60,000	9,966	16.61%
Coin Press Sales	3872	45,000	43,546	96.779
Memberships*	4008	30,000	13,300	44.339
Photograph Sales	4010	877	95	10.839
Merchandise Sales*	4025	188,370	107,883	57.279
Book & Pamphlet Sales	4052	220	71	32.279
Gifts & Donations	4251	6,000	1,706	28.449
Private Grants	4265	19,007	3,324	17.499
Treasurer's Interest	4326	12,000	3,597	29.989
Outside Bank Account	4454	57,100	57,100	100.009
Total Revenues Received:	1-11	\$525,698	\$266,922	50.77%
Comparison of Expenditures Budgeted/Expended:				1//
BLM Cooperative Agreement	20	102,124	28,589	27.999
Anthropology	37	7,500	582	7.779
Natural History	39	8,500	0	0.009
Administration	41	54,094	21,636	40.009
Education	42	12,367	4,545	36.759
Exhibits	43	15,000	812	5.429
History	45	11,472	447	3.909
Board Appr Special Projects	48	35,854	0	0.009
Museum Store*	49	167,813	93,572	55.769
Coin Press	50	40,115	21,675	54.039
Special Projects (Restricted)	55	696,115	493,247	70.869
Restricted Collection Storage Maintenance	56	142,619	0	0.009
Total Expenditures:		\$1,293,573	\$665,106	51.429

On average, revenues and expenses tracking at 50% at the end of the second quarter, this includes the major adjustment to the Museum Store budget allowing it to sell more silver planchets/medallions.

The BLM budget will eventually ramp up, as noted in our last report, and repeated here for your convenience: 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 former Secretary Zinke asked BLM for a 20% budget cut for FY 2020.

Coin Press revenue will surpass projection in 2019.

Gift and Donations increased with funding arriving for Day of the Dead. Other fundraising has been slow as we work on hiring a new Sales and Promotion Rep. The former SPR was Mary Covington, who moved into the Registrar position.

Board Approved Special Projects expenditures will see a marked increase in the third quarter when the lighting project in the South and Middle Galleries is completed. Exhibit expenditures will see a marked increase in third quarter as the new *Fueling the Boom* exhibit is prepared. Natural History expenses will see a marked increase with a project to update mining interpretation.

The above figures reflect the second quarter of fiscal year 2019 revenues and expenditures as of December 31, 2018. * Further detail available in the below identified sections.

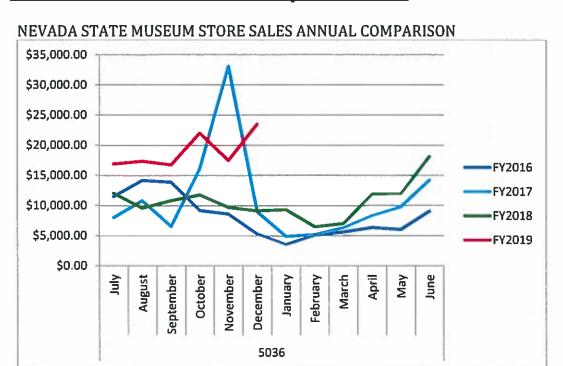
II. Museum Store Sales

Store sales chart comparison against four previous fiscal years.

	<u> Jul</u>	Aug	Sep	Oct	Nov	Dec	<u>Jan</u>	Feb	<u>Mar</u>	Apr	<u>May</u>	Jun	TOTAL
FY 19	16,911	17,371	16,759	22,031	17,494	23,457	0	0	0	0	0	0	114,023
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
YTD	16,911	34,282	51,041	73,072	90,566	114,023	0	0	0	0	0	0	114,023
YTD Comparison	140.39%	158.35%	157,17%	165.16%	167.88%	180.72%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Monthly Comparison	140,39%	180.87%	154.82%	187.20%	180,27%	256,45%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	

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

III. Museum Store Revenue and Expenditure Chart



Museum Store Profit and Loss Chart

FY2019	Revenues	Expenditure	s		Total	Net	% Net
		M erchandise	Personnel	Oper/Other	Expenditure	Profit (Loss)	Profit (Loss)
July	16,911	4,128	3,233		7,361	9,549	56.5%
August	17,371	15,800	5,409	40	21,249	(3,877)	(22.3%)
September	16,759	12,493	5,206	451	18,149	(1,390)	(8.3%)
October	22,031	7,610	5,323	330	13,262	8,769	39.8%
November	17,494	8,705	7,643	472	16,820	674	3.9%
December	23,457	14,587	5,383	591	20,561	2,895	12.3%
January		-	-	-	-	-	0.0%
February	-	-	-	-	-	-	0.0%
M arch	-	-				-	0.0%
April		-	, 	-	-		0.0%
M ay	17.0		- 7	75	2	5	0.0%
June	-			-	-	8	0.0%
FY19 Total	114,023	63,322	32,197	1,884	97,403	16,619	14.6%
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%

Museum Store Revenue and Expenditure Narrative:

Museum Store sales are up remarkably at the end of the second quarter, primarily due to increased medallion sales. The Board's approved increase in this budget allowed for robust medallion sales in the quarter. The resulting modest 14 % profit for the year is in consideration of a substantial mid-year increase in both revenues and expenses. We anticipate that will be the result at the end of FY 2019. Personnel costs cover the store manager, which increased in November due to an extra pay period. Report is through December 31, 2018.

IV. Membership Figures

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

Membership	July -	Sep	Oct -	Dec	Jan -	Mar	April -	June	TOT	AL
Categories	New	Renew	New	Renew	New	Renew	New	Renew	New	Renew
Individual	7	15	4	12					11	27
Family	15	21	7	12					22	33
Sustaining	4	14	2						6	14
Contributing		2							0	2
Patron		1							0	1
Benefactor				1					0	1
Senior	40	74	15	34					55	108
FY 19	66	127	28	59	0	0	0	0	94	186
FY 18	56	112	23	65	59	107	53		191	284
FY 17	92		85		197		179		553	0
FY 16	75		43		170		179		467	0
FY 15	105		43		76		183		407	0
YTD	66	127	94	59	160	0	0	0	94	186
YTD Comparison	117.86%	113.39%	202.53%	105.08%	0.00%	0.00%	0.00%	0.00%		
Quarterly Comparison	117.86%	113.39%	121.74%	90.77%	0.00%	0.00%	0.00%	0.00%		

Membership Figures Narrative:

Memberships are tracking ahead for the year, and roughly even compared to the same period last year. Renewals fluctuate depending on membership anniversary dates: there was a glut of renewals last quarter, and a dearth this quarter. NSM has 764 active members. Report reflects activity through December 31, 2018.

Membership Sales

Membership sales comparison against four previous fiscal years.

	<u>July</u>	Aug	Sept	Oct	Nov	Dec	<u>Jan</u>	<u>Feb</u>	Mar	Apr	May	June	TOTAL
FY 19	2,280	3,390	1,995	1,760	1,225	2,650	0	0	0	0	0	0	13,300
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
YTD	2,280	5,670	7,665	9,425	10,650	13,300	0	0	0	0	0	0	13,300
YTD Comparison	204.48%					133.00%	0.00%	0.00%	0.00%	0.00%	0,00%	0.00%	
Monthly Comparison	204.48%	145.49%	129.97%	88.00%	62.18%	252.38%	0.00%	0.00%	0.00%	0.00%	0,00%	0.00%	

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

Membership Program Narrative:

Membership sales for the quarter slightly lead over the same period last year. Renewals are cyclical as noted above. Report through December 31, 2018.

V. Museum Attendance Figures

Attendance chart comparison against four previous fiscal years.

	<u>July</u>	Aug	<u>Sept</u>	<u>Oct</u>	Nov	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	May	<u>June</u>	<u>TOTAL</u>
FY 19	4,059	3,065	2,808	5,666	3,713	1,947	0	0	0	0	0	0	21,258
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
YTD	4,059	7,124	9,932	15,598	19,311	21,258	0	0	0	0	0	0	21,258
YTD Comparison	109.8%	101.5%	102.1%	105.5%	106.2%	105.2%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Monthly Comparison	109.8%	92.4%	103.4%	112.3%	108.8%	96.4%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

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

Museum Attendance Figures Narrative: Attendance for the quarter is up, owing to the level of programming offered in the period, and is looking robust for the year. Report through December 31, 2018.

VI. Attendance Receipts

	<u>July</u>	Aug	Sept	Oct	Nov	Dec	<u>Jan</u>	<u>Feb</u>	Mar	Apr	May	<u>June</u>	TOTAL
FY 19	22,375	18,620	17,716	15,768	11,508	8,052	0	0	0	0	0	0	94,039
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
ΥTD	22,375	40,995	58,711	74,479	85,987	94,039	0	0	0	0	0	0	94,039
YTD Comparison	106.7%	102.0%	103.6%	102.9%	104.7%	106.8%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Monthly Comparison	106.7%	96.9%	107.6%	100.2%	118.6%	134.6%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

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

Attendance Receipts Figures Narrative:

Attendance receipts are up over 10% compared to the same period last year, and last year resulted in the strongest sales since FY15 when the museum and state were either starting, or finishing, major anniversary celebrations. Robust programming during the quarter, supported by effective outreach to the media (Guy Clifton), led to strong attendance. Report through December 31, 2018.

VII. Fundraising Activities

Grant request submitted for Lei Day celebration. Recruiting for vacant Sales and Promotion Rep position.

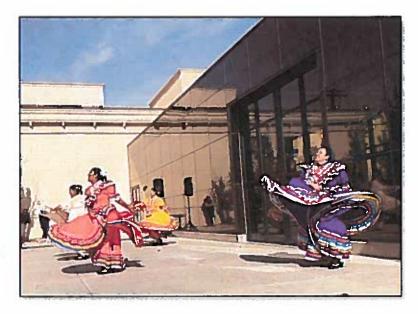
VIII. General Museum Activities

The Nevada State Museum in Carson City had a busy second quarter packed with programs.



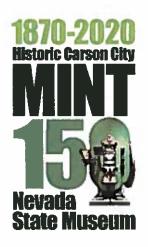
The result was strong attendance and rising revenues in admissions and store receipts over the same period last year. Special coin press "mintings" in October that introduced a new Battle Born medallion were heavily attended. This included a concurrent celebration of the opening of Trailblazing Nevada in Battle Born Hall in the Capitol. The new exhibit was the culmination of more than a year's work by NSM staff working with Peter Barton and Pacific Studios.

Nice weather for our Day of the Dead festivities in early November allowed us to hold dance performances outdoors, and attendance surpassed last year's event. More importantly, the event attracted hundreds of people from the Latino community, helping the museum meet the critical goal of sharing Nevada's diverse culture with everyone. NSM partnered with the WNC, CC Cultural Commission, and CC Culture and Tourism Authority to produce this event.



In November, we held a special Armistice Day commemoration and participated in the national Bells of Peace program. Peter Barton and Carson Mayor, Bob Crowell shared thoughts on the power of remembering the Great War, and local veterans rang the Liberty Bell 21 times to honor those who gave their lives a hundred years ago, followed by the playing of taps to honor all fallen veterans.





In December, NSM kicked off *Mint 150*, a year-long sesquicentennial celebration of the beloved Carson City Mint building, which minted its first coin in February of 1870. The event in December marked the arrival of Coin Press No. 1 into the building 150 years ago. On Saturday, December 14, we minted a commemorative medallion honoring the Mint's first

Superintendent, Abe Curry. Visitors bought planchets in the museum store, and brought them to the coin press gallery for pressing. Over 80 medallions sold in

about 5 hours. The same day we hosted Nevada authors who were available to sign books sold in the museum store. This program initiated a new *Mint 150* program series, held on the third Saturday of every month, and featuring a lecture on one aspect of the Mint's history, followed by,



of course, a minting demonstration on Coin Press No. 1 (planchets available in the museum store!) *Mint 150* will culminate in a special celebration on February 11, 2020, 150 years after issuing its first coin minted on Coin Press No. 1. Mark your calendars.

Personnel

Our new registrar, Mary Covington, began in November. Mary replaced longtime registrar Sue Ann Monteleone. Mary's hiring necessitated a recruitment request for a new Sales and Promotion Rep to take over managing our membership program and fundraising. That announcement was posted in December. Longtime exhibit preparator, Dave Shipman, announced his retirement for early January. On a very sad note, NSM's beloved custodian, Michael Edling, passed away in November. Michael was an extraordinarily kind and conscientious colleague who is missed every day. We will also be searching for a replacement of this very important, and sole custodian for the entire museum and all its related facilities.

Facility

A blue spruce, planted in 1957, on the south side of the Mint was removed. The tree showed signs of distress and was leaning towards the building. The museum worked with SHPO on the change to the landscape. A second spruce will also need to be removed in the near future.

Prepared South and Middle galleries for lighting system replacement to be initiated in January. The new system will use cost saving LED fixtures, and also provide a separate

dedicated track and circuit when using the south gallery as event space, increasing the gallery's flexibility.

Education

Education Department Impact: Staff and volunteers provided museum experiences for 4,903 people. This number includes all of the individual programs listed below.

Volunteers served 998 hours during the quarter.

Tour Guide Led Capitol Tours: Volunteers provided State Capitol tours for 951 people

Education programs: 6 hosted at the museum, 6 at 21st Century Grant schools (making poppies for the Poppy Project)

Frances Humphrey Lecture Series: October and November lectures filled to capacity necessitating a November encore presentation (192 visitors). No lecture in December.

Family Fun Saturdays: <u>Bats! Flyers of the Night</u> (30 participants) and <u>Pines are Fine</u> (100 participants) The November Family Fun Saturday was devoted to our special Armistice Day event closing out our two-year commemoration of WWI (250 participants). This included the Poppy Project, an amazing exhibit of thousands of paper poppies made by local school children and other community members. The Exhibits Department created a beautiful and informative environment for the commemoration.



Special Events:

The Bells of Peace Ceremony on Nov 11th, described above, drew approximately 50 people.

Battle Born Hall Exhibit Opening on October 10. Education coordinated school groups to make drawings for the new exhibit and attend the opening. The students helped Governor Sandoval officially open the gallery. Student drawings will always be a part of the exhibit. Students are asked to create artwork representing what impact they hope to have on Nevada in the future, thus adding to her history. Education conducted docent training on how to make the best use the exhibit in their Capitol building tours.

Dia De los Muertos on Nov 2nd and 3rd. 1,000 people attended related events over two days. As usual, volunteers are the key to success for these major events that include craft activities and performances.

Local Northern Nevada schools participated in creating the many altars placed in the Concourse. Trader Joes and Hacienda Market and Grill provided prizes for altar creators.

Mint 150 Press Arrival Party Dec 15th. Volunteers brought the 1870s to life as they provided a day of demonstrations and crafts while dressed in historic western garb.

History Department

Coin Press No. 1 has had no failures or maintenance issues since minting 30 mm medallions. Revenues from fees alone are over \$40,000. This does not count the profits the store makes from medallion sales. The Mint 150 celebration affords exciting minting opportunities in the coming year, and attracted the interest of the US Mint. NSM was contacted by Elizabeth Young of the U.S. Mint, interested in developing a joint project. We hope to hear more on this soon. (A recent conversation with Congressman Amodei will hopefully train their attention on this topic.)

Minting Projects: Battle Born Hall medallion in honor of the new exhibit in the Historic Senate Chamber at the Capitol building, Governor's Conference on Global Trade medallion honored Governor Sandoval (commissioned by DTAC,) USS Nevada medallion in honor of Armistice Day, and the Abraham Curry medallion in December commemorating the arrival of Coin Press No. 1, 150 years ago.

Collections

Organized and moved artifacts off center collection rack in the Middle Gallery on the first floor. The gallery was being prepared for a new lighting system, anticipating its eventual return to exhibit gallery.

The departure of Governor Sandoval required NSM to retrieve the loan of many artifacts to the Governor's Office.

NSM and the NSRM-CC exhibited artifacts at the Governor's Conference on Global Trade in Reno in November. NSM Exhibits and History staff set up the Chollar Mine model, a Liberty Bell slot machine, and Mrs. Russell's *Helldorado* outfit. The Railroad Museum set up their hand pump cart.

Marjorie Russell Clothing and Textile Center: tours and programs for 67 people during the quarter.

Anthropology Department

Significant staff time expended on developing SB 244 regulations including consulting with tribal chairs and council members, tribal representatives, and tribal members. Staff conducted

field visits to tribal headquarters for individual and group meetings with tribal governments. An intertribal-State regulation workshop was organized and conducted at NSM and NSM-LV (remotely) in December for input on draft regulations. An additional workshop was scheduled for January 24, 2019. (ongoing into 2019, a comprehensive report of all activities compiled for response to Barton/LCB in February 2019).

Inventory and prepare (63.5 ft) CRM collections for curation. These federal collections are received from private consulting firms following Section 106 (National Historic Preservation Act of 1966) compliance for construction, mining, pipeline, etc. projects on federal lands. NSM receives curation fees for this service.

Assist Western Cultural Resource Management with an alternative Section 106 mitigation/ARPA (Archaeological Resource Protection Act of 1979) project (mining company "inadvertently" destroyed archaeological sites on BLM managed public lands) involving trace element analysis of chronologically diagnostic obsidian projectile points from Humboldt County. This is a major research project involving dozens of different collections curated by the NSM. (ongoing into 2019)

Work on <u>Fueling the Boom: Chinese Woodcutters in the Great Basin</u> exhibit including pull artifacts for display, obtain photos and photo permissions, and review exhibition text. Exhibit to open in February 2019. Exhibits Department designing all exhibit elements.

Drs. Gene Hattori and Anna Camp attended the Great Basin Anthropological Conference, Salt Lake City. Gene presented a paper and Anna presented a poster on NSM collections. The GBAC is the regional professional organization which meets every other year.

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.

STEVE SISOLAK PETER BARTON MYRON FREEDMAN Governor
Administrator
Director, Nevada State Museum

NEVADA MUSEUMS & HISTORY



March, 2019

To: Nevada Board of Museums and History

From: Myron Freedman, Director, Nevada State Museum, Carson City

Subject: Request for Free Admission Day on April 27

I respectfully request permission to offer free admission to the general public on April 27, 2019. The museum is partnering with Carson City for a day of Hawaiian cultural programming. The music and dance programs will be held inside the museum and we wish to eliminate any barriers that might prevent community members from taking part in the festivities that day. NSM has secured a grant from the Nevada Arts Council to pay all program costs, and will receive \$600 in funding from Carson City Arts and Culture in general support of the event.

Approval:		
	Chairman, Board of Museums & History	Date

STEVE SISOLAK PETER BARTON

Governor Administrator

Director, Nevada State Museum

MYRON FREEDMAN



NEVADA MUSEUMS & HISTORY

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To:

Nevada Board of Museums and History

From: Myron Freedman, Director, Nevada State Museum, Carson City

Subject: Category 48 Request - B/A 5037, Increase Coin Press Budget in FY 2019

I respectfully request to increase the FY 2019 Coin Press budget by an additional \$30,000.

NSM is planning to produce a special replica medallion of the first half dollar to be minted on Coin Press No. 1 (Seated Liberty, 1870.) The medallion is part of the sesquicentennial celebration of the Mint, and will premiere at a Release Party in early August. We will need to order supplies before the end of FY19 (June 30) in order to be ready for this event.

Agenda item

8e2b

Budget

Silver	\$15,000 (Quantity of medallions= 1,500)
Packaging	\$9,000
Promotion	\$3,500
Coin Press Maint. Contingency	\$2,500
Total	\$30,000

Medallion Retail Price \$125.00 Release Party Anticipated Sales 200 @ \$125 = \$25,000 Third Party Anticipated Sales 500 @\$ 125 = \$62,500 Other Sales over a 2 year period 800 @ \$125 = \$100,000 Anticipated revenue for sale of medallions over a multi- year period = \$187,500

I appreciate your consideration of this request.

Approval:		
	Chairman, Board of Museums & History	Date

STEVE SISOLAK PETER BARTON DANIEL THIELEN Governor Administrator

Director, Nevada State Railroad Museum, Carson City





REPORT TO THE **BOARD OF MUSEUMS AND HISTORY** MARCH 20, 2019

Private Funds Rudget Summary

State Fiscal Year 2019		Total	Year to Date	Percentage
C A	GL/Cat#	<u>Budget</u>	Actuals	Year to Date
Cash From Prev Fiscal Year Unrestricted	2511	102,579	102,579	100.00%
Cash From Prev Fiscal Year Restricted	2511	5,311	5,311	100.00%
Cash Bal Fwd New Fiscal Year Unrestricted	2512	0	0	0.00%
Cash Bal Fwd New Fiscal Year Restricted	2512	0	0	0.00%
Comparison of Revenues Budgeted/ Received:				
Facilities Charge	3801	1,500	1,850	123.33%
Merchandise Sales*	4025	100,000	61,326	61.33%
Gifts & Donations	4251	3,000	203,978	6799.27%
Private Grants	4265	10,000	6,296	62.96%
Friends of NSRMCC	4266	7,150	1,814	25.36%
Treasurers Interest	4326	1,601	953	59.49%
Total Revenue	es:	\$123,251	\$276,216	224.11%
Comparison of Expenditures Budgeted/Expend	led:		74/	
Administration	35	14,257	5,768	40.46%
Exhibits	37	75,000	12,358	16.48%
Docents	43	500	0	0.00%
Museum Store	45	113,915	56,923	49.97%
Board Approved Special Projects	48	12,158	0	0.00%
Special Projects (Restricted)	55	15,311	0	0.00%
Total Expenditure	s:	\$231,141	\$75,049	32.47%
Available Unrestricted Cash			297,450	

Revenue/Expenditure Comparison Narrative:

The above figures reflect the second quarter of fiscal year 2019 revenues and expenditures as of December 31, 2018. Added revenue in RGL 4251 reflects \$200,000 donation from the Silberstein Trust received during the quarter.







^{*} Further detail available in the below identified sections.

II. Museum Store Sales

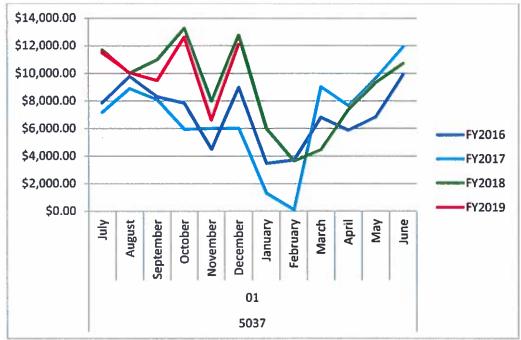
Store sales chart comparison against four previous fiscal years.

	July	Aug	Sept	<u>Oct</u>	Nov	Dec	Jan	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	May	<u>June</u>	<u>TOTAL</u>
FY 19	11,482	10,042	9,475	12,629	6,604	12,093	0	0	0	0	0	0	62,325
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
YTD	11,482	21,524	30,999	43,628	50,232	62,325	0 "	0'	0,	0'	0	0	62,325
YTD				•	-		- ,		r				
Comparison	98,30%	99.29%	94.95%	95.03%	93.21%	93.52%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Monthly													
Comparison	98.30%	100.45%	86.36%	95.24%	82.75%	94.81%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	

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

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

NSRM CC STORE SALES ANNUAL COMPARISON



Museum Store Sales Narrative: The Museum Store's FY19 Second Quarter fluctuation of sales were as expected, with an increase in October due to the museum's Harvest Train event, a drop in November due to the usual slow-down in visitation and the traditional rise

in December with our popular Santa Train. Although sales are down 6.48% in comparison to last year, the store is still showing a positive trend, when compared to the percentage of decreased attendance. The store's average sale per visitor showed another strong increase from \$6.58 to \$8.45 and the average sale per customer remained stable at \$20.49. This is the second year that Lara ran an in-store promotion during Santa Train to lure train riders into the store and the Interpretive Center. The promotion, in addition to Lara having a well-stocked store, again resulted in strong December sales. Report is through December 31, 2018.

III. Museum Store Revenue and Expenditure Chart

Museum Sto	ore Profit and	Loss Chart					
FY2019	Revenues	Expenditures	5		Total	Net	% Net
		M erchandise	Personnel	Oper/Other	Expenditure	Profit (Loss)	Profit (Loss)
July	11,482	2,566	2,636		5,202	6,280	54.7%
August	10,042	14,955	4,118	39	19,112	(9,070)	(90.3%)
September	9,475	8,807	4,046	306	13,159	(3,684)	(38.9%)
October	12,629	1,877	4,046	372	6,296	6,333	50.1%
November	6,604	2,589	5,786	200	8,575	(1,971)	(29.9%)
December	12,093	3,345	4,183	218	7,746	4,347	35.9%
January	-	-	-	-			0.0%
February	-	-	_	-		-	0.0%
M arch	-	-	_	-	-	-	0.0%
April	-	- 1	-	-	_	-	0.0%
M ay	_	-	-	-		-	0.0%
June			-			-	0.0%
FY19 Total	62,325	34,139	24,815	1,136	60,090	2,235	3.6%
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%

Museum Store Revenue and Expenditure Chart Narrative: Annual profit margin (SFY 2019) is small but positive. The increased purchasing in November was necessary to ensure a well-stocked store for Christmas and Santa Train sales. Over 90% of the inventory specifically purchased for December was sold. Report is through December 31, 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 552, a slight increase. Report is through December 31, 2018.

V. Museum Attendance Figures

	July	Aug	Sept	Oct	Nov	Dec	<u>Jan</u>	<u>Feb</u>	Mar	Apr	May	<u>June</u>	TOTAL
Y 19	1880	1703	1623	1141	1369	1236	0	0	0	0	0	0	8952
Y 18	2930	1918	2038	2536	1199	1353	911	928	1193	1604	1523	1763	19896
-Y 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
YTD	1,880	3,583	5,206	6,347	7,716	8,952	0	0	0	0	0	0	8,952
YTD Comparison	64.16%	73.91%	75.60%	67.36%	72.65%	74.76%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Monthly Comparison	64.16%	88.79%	79.64%	44.99%	114.18%	91.35%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	

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

Museum Attendance Figures Narrative: Museum attendance is down slightly from FY 2018. It is a troubling trend. In FY 2018, aggressive marketing offset that drive-by reduction but that marketing could not be sustained. We will continue to report this until we see stabilized attendance. 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 December 31, 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 19	12,720	10,030	9,292	8,637	6,775	3,628	0	0	0	0	0	0	51,082
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	45,079
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	81,476
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
												95,655	
YTD	12,720	22,750	32,042	40,679	47,454	51,082	0	0	0	0	0	0	51,082
YTD Comparison	86.85%	96.83%	95.59%	87.40%	91.61%	91.38%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Monthly Comparison	86.85%	113.36%	92.67%	66.34%	128.78%	88.51%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	

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

Museum Attendance Receipts Narrative: The museum had an acceptable spike in attendance in November, but overall, is trending lower. The Museum is countering this with new programming. Report is through December 31, 2018.

	July	Aug	<u>Sept</u>	Oct	Nov	Dec	<u>Jan</u>	Feb	Mar	<u>Apr</u>	May	<u>June</u>	TOTAL
FY 19	5,559	569	3,634	5,520	5,402	22,908	0	0	0	0	0	0	43,592
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
YTD	5,559	6,128	9,762	15,282	20,684	43,592	0	0,	0	0	0	0	43,592
YTD Comparison	62.1%	51.7%	55.6%	48.1%	55.9%	78.1%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Monthly Comparison	62.1%	19.6%	63.6%	38.9%	102.9%	121.8%	#DIV/01	#DIV/0!	#D1V/01	0.0%	0.0%	0.0%	

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

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

Train Ride Receipts Narrative: This quarter is showing some nice recovery. November was strong. December is particularly upbeat. The museum used online ticket sales to book nearly ½ the Santa Train tickets this year. This effort ensured every train was full. It also reduced wait times. Very positive improvement. Report reflects activity through December 31, 2018.

VIII. Fundraising Activities:

- The museum received a \$200,000 unrestricted donation from the Vera Silberstein Trust.
- 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 is in its final stages of the 150th Anniversary of the transcontinental exhibit. We are receiving support from the Tourism Board, the Friends of the Nevada State Railroad Museum and others. Wendell Huffman is the backbone of the operation.

- Museum staff published the third edition of the Nevada State Railroad
 Museum Equipment Guidebook in 2018. This was the first update to the
 Guidebook since 2004. It is printed in full color and features new
 photographs of equipment that has been restored since the second
 edition, including the McKeen Motor Car and the Glenbrook. The
 Guidebook is available for purchase in the Museum Store.
- NSRM revised its operating rulebook in 2018. It was printed and made available to staff and volunteers.
- Museum staff moved the Joe. Douglass from the plinth inside the Jacobsen Interpretive Center to the Annex. The move was made to prepare for the upcoming installation of the Transcontinental Railroad exhibit.
- The Museum hosted its fourth annual Harvest Train in October 2018.
 Attendance this year was lower than projected despite the good weather.
 There were other events going on throughout the region, including the air show in Minden, which may have drawn away visitors who may have come to Harvest Train.
- Santa Train was a big success in December 2018. Online tickets were strong. The tickets available for purchase online sold out by the middle of the first weekend. Another allotment of tickets was placed online for the following two weekends, with over 90 percent of those tickets being sold out, too. Because of the popularity of online ticket sales, staff and volunteers will adopt a new ticket sales strategy for Santa Train 2019 that aims to meet the demand for both online and walk up ticket sales.

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.

- 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:	March 20, 2019	То:	April 30, 2019
1.00	· · · · · · · · · · · · · · · · · · ·	2000	

- 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.

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

	\$ 34,386.00	upon	Satisfactory completion of project.
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Total Contract Not to Exceed:	\$ 34,386 (Thirty Four Thousand Three Hundred Eighty Six Dollars 00/100)
CARREST TOTAL	- 120h

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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.

- 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. <u>Books and Records</u>. 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. <u>Period of Retention</u>. 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. <u>Termination Without Cause</u>. 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.

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- C. <u>Termination with Cause for Breach</u>. 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:
 - 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. <u>Time to Correct</u>. 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. <u>Winding Up Affairs Upon Termination</u>. In the event of termination of this Contract for any reason, the parties agree that the provisions of this Section survive termination:
 - 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.

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- 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. <u>Insurance Coverage</u>. 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
 - Such time as the insurance is no longer required by the State under the terms of this Contract; whichever occurs later.

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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.

- 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.
- 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.

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- 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) <u>Schedule of Underlying Insurance Policies</u>: 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 additional 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 Contact 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.
- 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.

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- 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 it 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;
 - 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.

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

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be signed and intend to be legally bound thereby. Independent Contractor's Signature Date Independent Contractor's Title Signature Date Title Signature Date Title Signature Title Date APPROVED BY BOARD OF MUSEUMS AND **HISTORY** Signature - Board of Museums and History On: Date Approved as to form by: On: Deputy Attorney General for Attorney General Date

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. <u>ADDITIONAL INSURANCE REQUIREMENTS:</u> The policies shall include, or be endorsed to include, the following provisions:
 - 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.
 - 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. <u>ACCEPTABILITY OF INSURERS:</u> 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.

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E. <u>VERIFICATION OF COVERAGE</u>: 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. <u>SUBCONTRACTORS:</u> 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. <u>APPROVAL</u>: 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 Neuroda	Date	Title	

ATTACHMENT BB

NEVADA STATE RAILROAD MUSEUM 2180 South Carson Street, Carson City, NV 89701

Scope of Work Summary Date: NOV 11, 2018

Project: Transcontinental image

Contract Number: TBT

General Intention: This Scope of Work is intended to include all work required to complete the project described below. Contractors who submit bids are required to include and disclose in their bid all work deemed necessary to complete the project.

Task/s

Create a 12' X 18' image for display in the Jacobsen interpretive area

Introduction

This contract requires the creation of a large image for the museum to display

Background:

In conjunction with the 150th anniversary of the completion of the railroad, NSRM will create an exhibit depiction the construction of the railroad.

Scope of Work

The completed project will provide a large image 12' X 18'. The Museum will provide the image. The successful proposal will include:

- Image in grayscale
- Image will be printed on natural materials (eg. maple/birch plywood)
- Installation
- Installation materials
- Cabinetry and shelving behind image.
- Maintenance and repair instructions
- Shipping

ADDITITVE BID ITEM: Please provide a separate installation quote.

Schedule:

Work must be completed by March 2019

Conditions:

N/A

Location:

2180 South Carson Street, Carson City, NV 89701

Reason why this work cannot be accomplished by agency: Lack of skills, time or tools.

Point of Contact: Daniel Thielen, 775-687-6953 ext 223

End of Summary

Instructions to bidders: The following documents are required prior to contract approval: State of Nevada business license. Vendor must provide proof of liability and worker's compensation insurance. The certificates must name the Nevada State Railroad Museum, its officers, employees and immune contractors as defined in NRS 41.0307 as the certificate holder. Vendor must be a registered vendor with State of Nevada. Vendor must use electronic transfer for payment.



"Your Millwork Solution Company"

To: Carson City Railroad Museum

Date: 1/14/2019

Attn: Dan Thielen

Project: Railroad Museum Printed Cabinet

Plans dated: N/A Architect: N/A Addenda: N/A Spec. Manual: N/A

From: Michael Rupert Proposal #: 2

Ph: 775.246.0485

The following are the specifications and estimates for the above referenced proposal:

Line#	Rm	Dtl	Description	Fin	Qty	Um	Sub Totals
1			<u>Finishes</u>				
2			Backing/core material, priced as birch or maple plywood				
3		WD-2	Painted MDF end panels for cabinet and wall bump-out				
4		PT	Custom printed railroad map or black and white photo, image provided by client				
5							
6 P	rinted	Cabinet ar	nd Wall Bump-Out				
7			NOTE: Figured as a full height cablnet with melamine interiors and Birch or Maple plywood doors with a printed image on each door. Upper portion of the printed panels above the cabinets figured as being mounted to a framed wall bump-out to make the top printed panels flush with the printed doors of the lower cabinet. The full image (lower cabinet doors and upper bump-out panels) is figured to be 14 feet high by 20 feet wide. The end panels of the cabinet and upper wall bump-out are figured as painted MDF. The break between the full height cabinet doors and the upper printed panels is figured to be centered (7ft high doors, 7ft high upper panels) for the purposes of this budget.				
8			Framed wall bump-out	xx	20	lf	
9			Upper Panels	WD-1	140	sf	
10			Full height cabinet w/ melamine interiors and WD doors	WD-1	20	lf	
11 12			W/ Locks	XX	5	ea	
13			End panels, painted MDF Add for custom printing (per panel)	WD-2 PT	4 10	ea ea	
13			And for coston printing (per paner)	Γ.	10	Ga	
			END OF SCOPE GRAND TOTAL FOUND BELOW GENERAL CONDITIONS				
			NOTE- THIS PROPOSAL AND PRICING IS BASED ON THE SCOPE AND QUANTITIES ABOVE, AND EXCLUSIONS BELOW.				
			IT IS THE RESPONSIBILITY OF THE GC TO READ AND UNDERSTAND ALL EXCLUSIONS AND CONDITIONS OF THIS PROPOSAL.				
		Co	omplete Millwork Services, Inc. is a Union shop and Provides only Union Inst	all.			
			Union Manufacturing and Union Installation IS Included.				
SECTION /	A 1 2 3 4 5 6	Electrical/ Appliance Prep and Caulking	ONS: WI Labeled Drawings, Labels, QCP, and Certifications are excluded. I data hookups and chases is, equipment & finished appliance panels painting of paint grade materials at running trim cking and blocking				
	В		CATIONS: able sales tax is included.				
ECTION 6	1	Ali appliça	And Annah Bay (A statement)				
ECTION E	1		ation is limited to the scope outline provided, and Supercedes any Bid Form or Bid In	structions.			

- 4 Complete Millwork Services, Inc. is a Union shop and Provides only Union Install.
 Union Manufacturing and Union Installation Included CHMENT CC
- If you have been provided a 'line item scope outline with pricing' be aware that if you deduct line items you are also deducting the applicable general condition costs that may be shared with other line items. Always confirm your deduct with whomever at CMSI has provided you with this estimate to ensure final and accurate costs.
- This quotation is for the Architectural Millwork Products indicated on the Bid Documents provided by the client and on file in this office as interpreted and listed on the attached scope outline. Details not addressed on the bid documents or 'gray areas' that require further clarification will be budgeted based on our understating at the time of the bid. The resolution of such issues may impact the cost and schedule. Once clarified we will adjust our scope an quotation accordingly.
- 7 We assume that all plans and specs are compliant with current Building codes CMSI is not responsible for code violations. This includes and is not limited to ADA clearance.
- 8 Debris removal to a common location on the job site is INCLUDED. However, removal from the job site is EXCLUDED.
- 9 Complete Millwork Services estimates installation on all projects inclusive of a 8-hour man-day and a 5-day week. We have not included for night shifts, weekend or Holiday work. Any overtime beyond this description is NOT included unless otherwise stipulated.
- 10 All electrical and mechanical preparation and connections are EXCLUDED from this quotation.
- 11 Complete Millwork Services reserves the right to negotiate the sub contract agreement
- 12 Bond costs are NOT included UON. Other Insurances included in this quotation are limited to the types and amounts normally carried by Complete Millwork Services. Any increases or special coverage's beyond those listed will require an increase to the amount of this quotation.
 The exact costs will be quoted as an add to this quotation at the time of disclosure of your specific requirements.
- 13 Veneers naturally vary from log to log. Therefore an exact match, (in grain, figure and color), to the designer's sample may not be possible.
- Per Woodwork Institute, (WI), and Architectural Woodworking Institute, (AWI), standards, all woodwork should be installed in an air-conditioned space. Should we be requested to install our woodwork in an unenclosed or un-conditioned space, we can not provide a warranty for our work as the wood may shrink and joints may open after the space is conditioned and dried out.

 Proper environmental conditions MUST be provided and maintained by others prior to, during and after installation in accordance with AWI Quality Standards Manual pages #36 & #552
- 15 Complete Millwork Services' pricing assumes that it will have the use of the Architect's and Designer's Auto-Cad files for assistance in preparing shop drawings. If not, Complete Millwork Services will need to request additional money for the extra engineering time required to draw out floor plans and elevations. Likewise the costs to convert of drawings from Revit to Auto-Cad are not included.
- 16 Woodwork is warrantied for one year from time of substantial completion, unless requested to install in an unconditioned space.
- 17 IF this is a LEED Project, see statements below, otherwise LEED and FSC costs are not included Proposal compiles with LEED NC Version 2.2. wherever applicable Materials in proposal are per specification supplied. Complete Millwork Services does not make any guarantee that Veneers or Solid woods specified are available as FSC Certified.

 Assumption is that all Specifications have been approved by Designer / Architect's LEED AP At award of job, CMSI will evaluate, and offer alternatives for wood that is not available as FSC Certified
- 18 Complete Millwork Services is providing this quote with the understanding that you are a licensed General Contractor with a current and valid Contractors License for the jurisdiction in which this project will take place.
- 19 Note that pricing is based on one set of submittal drawings, and one redline submittal set. Excessive returns, or changes in designs will require added submittals at an added cost.
- 20 SCHEDULE:

From date of award or LOI, allow 3 weeks for shop drawings

Allow 4-6 weeks from Approved Shop Drawings, Field Dimensioning, and Approved Finish Samples for fabrication.

Allow 3-4 Weeks for Install

**NOTE - The above schedule is stated with the understanding that submittal drawings will be returned within 1 week of submittal **

	ATTACHMENT CC	1/14/2019
Scope Total		\$34,386

STEVE SISOLAK PETER BARTON RANDY HEES Governor Administrator

Director, Nevada State Railroad Museum, Boulder City





REPORT TO THE BOARD OF MUSEUMS AND HISTORY MARCH 20, 2019

Private Funds Budget Summary B/A #5	5037 - Boul	der City		
State Fiscal Year 2019		Total	Year to Date	Percentage
	GL/Cat#	Budget	Actuals	Year to Date
Cash From Prev Fiscal Year Unrestricted	2511	40,264	40,264	100.00%
Cash From Prev Fiscal Year Restricted	2511	0	0	0,00%
Cash Bal Fwd New Fiscal Year Unrestricted	2512	0	0	0.00%
Comparison of Revenues Budgeted/ Received:				
Facilities Charge	3801	1,500	500	33.33%
Merchandise Sales*	4025	36,426	18,394	50.50%
Gifts & Donations	4251	713	724	101.54%
Private Grants	4265	2,000	6,200	310,00%
Friends of NSRMBC	4266	4,269	928	21.73%
Total Revenues		\$44,908	\$26,746	59.56%
Comparison of Expenditures Budgeted/Expende	<u>d:</u>		7.7/ 3/	//
Board Approved Special Projects	48	43,851	0	0,00%
Boulder City Railroad	52	39,321	13,333	33.91%
Special Projects (Restricted)	55	2,000	2,266	113.30%
Total Expenditures		\$85,172	\$15,599	18.32%
Available Unrestricted Cash		- ×	47,476	

Revenue/Expenditure Comparison Narrative:

The above figures reflect the second quarter of fiscal year 2019 revenues and expenditures as of December 31, 2018. *Further detail available in the below identified sections.

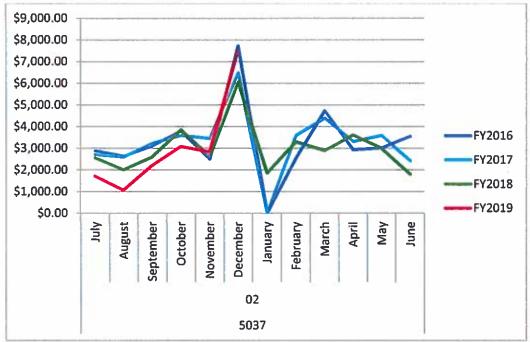
II. Museum Store Sales

Store sales chart comparison against four previous fiscal years.

	July	Aug	Sept	Oct	Nov	Dec	<u>Jan</u>	<u>Feb</u>	Mar	Apr	May	June	TOTAL
FY 19	1,717	1,071	2,200	3,080	2,828	7,497	0	0	0	- 0	0	0	18,394
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
YTD	1,717	2,788	4,988	8,069	10,897	18,394	0	0	0	0	0	0	18,394
YTD Comparison	67.3%	61.3%	69.9%	73.5%	80.2%	93.7%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Monthly Comparison	67.3%	53.6%	85.0%	80.1%	108.7%	124.1%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

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





Museum Store Sales Narrative: 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). We are adding 4 new lines of merchandise to attract sales from our regular customers. The POS system continues to have occasional credit card system issues. Credit cards represent 80%

of our typical sales so when the system fails we see a drop in sales. Store sales are reported through December 31, 2018.

III. Museum Store Revenue and Expenditure Chart

Museum Sto	ore Profit and	Loss Chart					
FY2019	Revenues	Expenditure	s		Total	Net	% Net
	\$ 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	M erchandise	Personnel	Oper/Other	Expenditure	Profit (Loss)	Profit (Loss)
July	1,717	-	421	-	421	1,296	75.5%
August	1,071	605	405	32	1,041	30	2.8%
September	2,200	2,387	414	62	2,862	(662)	(30.1%)
October	3,080	-	491	157	648	2,433	79.0%
November	2,828	1,615	655	62	2,332	496	17.5%
December	7,497	3,696	327	76	4,099	3,398	45.3%
January			-		-	-	0.0%
February	-			-	-	-	0.0%
M arch	-		-	-	-	-	0.0%
April	-	-	<u>-</u> .h	-	-	-	0.0%
M ay	-	-	-	-	-	-	0.0%
June	-	-	-	-	-	-	0.0%
FY19 Total	18,394	8,303	2,712	388	11,403	6,991	38.0%
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%

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. The high merchandise purchases in September are for stock for Fall and Christmas sales. This report covers store/sales activity through December 31, 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 December 31, 2018 the *Friends* membership stands at 393

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.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Арг	May	June	TOTAL
FY 19	1,032	806	1,421	3,044	1,687	11,727	0		0	0	0	0	19,717
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
YTD	1,032	1,838	3,259	6,303	7,990	19,717	0'	0'	0	0	0	0	19,717
YTD Comparison	68.2%	71.3%	86.6%	81,3%	84.8%	93.2%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Monthly	68.2%	75.7%	120.1%	76.3%	101.1%	99.9%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

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

Rail Explorer's Ridership

Starting January 10, 2018 we hosted Rail Explorers, a rail bike program under a revenue contract. The attendance numbers above do not reflect their ridership, which was:

	<u>July</u>	Aug	Sept	Oct	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	May	<u>June</u>	TOTAL
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 Rail Explorers ended their season in April. They will recommence operations again in January 2019.

Museum Attendance Figures Narrative: Interstate 11, bypassing the City of Boulder City and the museum opened the first week of August. It is not yet clear what affect this will have on museum visitorship. Again, we will offer train rides 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 December 31, 2018.

VI. Attendance Traffic (Display Pavilion Only)

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 19	871	486	1,236	1,166	745	3,030	0	0	0	0	0	0	7,534
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	1114	519	300	5,589
FY 15	150	419	230	169	316	244	272	267	342	404	451	515	3,779
YTD	871	1,357	2,593	3,759	4,504	7,534	0	0	0	0	0	0	7,534
YTD Comparison	148.4%	96.3%	97.5%	73.7%	75.7%	73.9%	0.0%	0.0%	0.0%	0.0%	0.0%	0,0%	
Monthly Comparison	148.4%	59.1%	98.9%	47.8%	87.5%	71.5%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

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

Museum Attendance 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 higher attendance. Report is through December 31, 2018.

VII. Train Ride Receipts

	July	Aug	Sept	Oct	Nov	Dec	<u>Jan</u>	<u>Feb</u>	Mar	Apr	May	June	TOTAL
FY 19	7,192	7,217	8,748	21,615	43,732	83,844	0	0	0	0	0	0	172,348
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	2,184	11,770	11,853	19,726	9,899	16,925	191,447
YTD	7,192	14,409	23,157	44,772	88,504	172,348	0	0	0	0	0	0	172,348
YTD	,		,										
Comparison	116.0%	113.3%	112.2%	101.3%	117.8%	153.3%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Monthly													
Comparison	116.0%	110.7%	110.6%	91.8%	141.2%	224.9%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

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

Train Ride Receipts Narrative: While ridership is slightly down this quarter, revenue is up due an increase in Santa Train fares and several chartered trains. Report is through December 31, 2018.

VIII. Fundraising Activities

A "Blue Ribbon" fund raising committee has been formed through the Boulder City Chamber & Economic Vitality Board to raise funds for the new museum building, including Museum's board member Robert Stoldal and Robert Ostrovsky. The Boulder City Chamber of Commerce was the recipient of a Nevada Arts Council "Circuit Rider" grant to help guide the Blue Ribbon committee.

IX. General Museum Activities

- Bridge status. Staff continues to work with NDOT, the City of Henderson, and the Federal Railroad Administration to extend the museum train ride over the bridge. In a meeting held with City of Henderson officials in December, it was decided that the City would draft an Interlocal Agreement to govern these new and expanded operations. On December 27th 2018, we were allowed to use the bridge to retrieve two locomotives which were being loaned to the museum. This was the first time equipment was delivered on its own wheels since 1993.
- 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 museum's events and programs. We monitor reviews on Facebook, (4.6 stars on the state site 4912 followers, 4.8 stars on the Friend's site with 5827 followers) Trip Advisor (4.5 stars, 154 combined reviews for the Railroad Museum and the Nevada Southern Railway excursion) Yelp (4.5 stars, 65 reviews and 180 photos posted) and Google (4.6 stars, 433 reviews).

Notable reviews included:

This by **Txfamily8** on Trip Advisor

This is an outdoor museum with different railroad cars that you can tour. The exhibits themselves are free - only riding the train cost.

We really enjoyed the Private Car owned by Mr Webb. It was fun to see what "first class" looked like way back when. With the original woodwork and furniture it was like stepping back in time.

After looking at the cars my husband the kids went for a ride on the train. \$10 for 12-up, children 4-12 for \$5 and 3 and under free.

This by **Yasmin Aronson** of Las Vegas, Nevada on Facebook

We went on Sunday December 9th with a Boy Scout Troop, and it was the best experience for all of us. The staff is very nice, helpful, and friendly. Highly recommended for the whole family.

This by Robert W Thomson of Butte Montana on Facebook

One of the best train museums I've ever visited. I greatly enjoyed the "Engineer for an Hour" program. I walked around all of the equipment, taking photos, and everything was in really good shape. It shows that they care about their museum. I would recommend this visit to all railfans especially, but even to people with only a passing interest in trains, too. Well done.

- During this report period (October through December), the NSRM-BC accommodated 7 school runs serving 440 students
- 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 2 Engineer for an Hour programs (\$250 fee each) generating \$500 in revenue.
- We continue to work with the City of Boulder City and other partners to develop plans for a
 new visitor center and museum expansion adjacent to downtown Boulder City. There are two
 published bills introduced into the 2019 legislative session that could fund this work.
- Shop work: We completed significant repairs both "Head End Power" (HEP) car's diesel engines to end oil leaks. Volunteers completed restoring two wood frame "passenger style" caboose trucks for installation on our 1882 Union Pacific wood caboose, no 3505. We will install these on the car in early 2019.
- 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 October, November and December of 2018, 64 volunteers donated 4971.3 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.)

STEVE SISOLAK PETER BARTON SEAN PITTS

Governor

Administrator







REPORT TO THE BOARD OF MUSEUMS AND HISTORY MARCH 20, 2019

I. Private Funds Budget Summary

Private Funds Budget Summary B/A #50	037 - East Ely			
State Fiscal Year 2019		Total	Year to Date	Percentage
	GL/Cat#	Budget	<u>Actuals</u>	Year to Date
Cash From Prev Fiscal Year Unrestricted	2511	29,968	29,968	100.00%
Cash Bal Fwd New Fiscal Year Unrestricted	2512	0	0	0.00%
Comparison of Revenues Budgeted/ Received:				
Facilities Charge	3801	2,000	700	35.00%
Gifts & Donations	4251	2,000	0	0.00%
Outside Bank Account	4454	30,400	30,400	100.00%
Total Re	venues:	\$34,400	\$31,100	90.41%
Comparison of Expenditures Budgeted/Expended				
Board Approved Special Projects	48	16,356	0	0.00%
East Ely Depot	51	48,012	5,033	10.48%
Special Projects (Restricted)	55	0	0	0.00%
Total Expen	ditures:	\$64,368	\$5,033	7.82%
Available Unrestricted Cash			56,035	

Revenue/Expenditure Comparison Narrative:

The above figures reflect the second quarter of fiscal year 2019 revenues and expenditures as of December 31, 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>	Nov	Dec	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	May	<u>June</u>	TOTAL
FY 19	1,055	732	750	637	232	212	0	0	0	0	0	0	3,618
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	1010	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
_													
YTD	1,055	1,787	2,537	3,174	3,406	3,618	0	0	0	0	0	0	3,618
YTD Comparis	119.9%	107.3%	105.1%	107.3%	108.5%	107.1%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Monthly Comparis on	119.9%	93.2%	100.0%	117.3%	127.5%	89.1%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

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

Museum Attendance Figures Narrative:

Visitation continues to increase over last year causing us to redistribute our limited staff. During our busiest months we allocate two employees for weekends. That leaves us short staffed on week days but we are better able to meet visitor needs. We are looking at record high visitation again this year. The increase in numbers represents a stretching minimal staff even thinner. In addition to the number provided, there were 220 children who visited the Museum between October and January. Report through December 31, 2018.

VI. Attendance Receipts

	July	Aug		Sept	Oct	Nov		Dec		Jan	<u>Feb</u>		Mar	Apr		May	<u>June</u>	TOTAL
FY 19)	0	0		0	0		0	0		0	0		0	0	0	(
FY 18	()	0	0		0	0		0	0		0	0		0	0	0	(
FY 17	()	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	10,374	10,37-
FY 15	()	0	0		0	0		0	0		0	0		0	0	9,002	9,000
YTD	()*	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	

Museum Attendance Receipts Narrative:

There is no change in the relationship with the Nevada Northern Railway Foundation. They continue to use a State owned building for free and allow us to pick up the cost of utilities and snow removal. We hope to hear how efforts are progressing to bring them to the table to resolve a difficult situation. Report is through December 31, 2018.

VII. Fundraising Activities

No action in this area

VIII. General Museum Activities

- It has been a busy time answering research requests. White Pine County will celebrate its 150th anniversary on March 2nd of this year. Since there is a single historian in White Pine County, most of the requests come to us. Sean has provided research to more than 4 different authors to assist in providing the most accurate information was available. Many thanks to NHS and Sherlyn for their professional and rapid response in providing scanned copies of the County's original documents.
- In celebration of White Pine County's 150th anniversary, Sean has provided historical articles to the local paper. Initially, it was intended to write a single article but the space available required it be split into four separate pieces. Articles on exploration, silver discovery, mining boom, and county establishment have or will appear in the weekly paper. They can be found at www.elytimes.com. Community reviews have been positive and cemented NSRM-Ely staff as the most trusted source of historical fact in the county.
- The local mining company, KGHM is planning a highway pull out to explain the rich mining heritage of the area that has been mined for more than a century. NSRM-Ely staff worked with the interpretive designer to provide photos and historical information on the area. Construction of the kiosk is scheduled for this spring.

- We are cautiously optimistic for a full budgeted full time position to come to Ely. This will
 double our full time staff to two. The FTE will be three if we are able to keep our Museum
 Attendant and contract positions. This will be the highest staffing level we have ever had.
 We look forward to the progress we can make that has been deferred due to lack of
 staffing.
- Sean has been asked to join the planning committee of the Nevada Museums Association meeting in Ely. NSRM-Ely will be hosting part of the meeting in our Freight Building in early October. We welcome any and all participation from staff and Board Members.
- Exhibit preparation continues. We hope to have the new exhibits installed this summer.
 We look forward to the upgrade and replacement of the temporary exhibits we constructed over 20 years ago.
- NSRM-Ely has an IT problem. Our scanner is down at a time when we need it most. Staff
 is consulting with Ron Webster, Department IT for the fastest and best remedy. (Those
 are usually not the same.) We expect to have scanning capability back up and operating
 shortly.
- 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 8-4:00 daily during the winter season and 8-4:30 in warmer months.

STEVE SISOLAK
PETER BARTON
MARY BETH TIMM

Governor Administrator

Director, Lost City Museum





REPORT TO THE BOARD OF MUSEUMS AND HISTORY MARCH 20, 2019

I. Private Funds Budget Summary

State Fiscal Year 2019		4 1 7.0	Total	Year to Date	Percentage
		GL/Cat#	Budget	Actuals	Year to Date
Cash From Prev Fiscal Year	The state of	2511	38,651	38,651	100.00%
Cash Bal Fwrd New Fiscal Year		2512	0	0	0.00%
Comparison of Revenues Budge	eted/ Received:				
Members hips *		4008	4,550	2,020	44.40%
Merchandise Sales*		4025	94,495	45,731	48.40%
Gifts & Donations		4251	1,589	713	44.89%
Private Grants		4265	500	0	0.00%
Treasurer's Interest		4326	269	232	86.12%
	Total Revenues:		\$101,403	\$48,696	48.02%
Comparison of Expenditures Bu	idgeted/Expended:			1/4// 12	
Administration		35	6,310	499	7.91%
Archeology Special Projects		36	3,340	1,305	39.07%
Buildings & Grounds		37	4,259	0	0.00%
Museum Store*		41	97,889	44,422	45.38%
		42	4,450	2,103	47.25%
Special Events		48	23,306	0	0.00%
			500	0	0.00%
Board Appr Special Projects		55	300	0	0.0072
Special Events Board Appr Special Projects Special Projects (Restricted)	Total Expenditures:	55	\$140,054	\$48,329	

Revenue/Expenditure Comparison Narrative:

At the end of the second quarter, LCM is in a comfortable place with respect to revenues and expenditures. Operations expenditures included archeology supplies and support for our Native American Day/Holiday Open House event on December 8, 2018. Report is through December 31, 2018.

LOCATION

721 S. Moapa Valley Blvd.

Overton, NV 89040

702.397.2193 | LostCityMuseum.org

MAILING ADDRESS P.O. Box 807

Overton, NV 89040

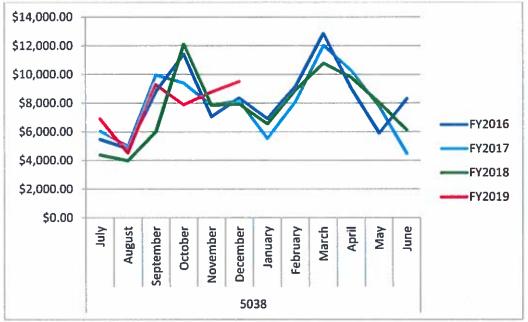
II. Museum Store Sales

Store sales chart comparison against four previous fiscal years.

	July	Aug	Sept	Oct	Nov	Dec	<u>Jan</u>	<u>Feb</u>	Mar	<u>Apr</u>	May	June_	TOTAL
FY 19	6,920	4,522	9,286	7,882	8,766	9,498	0	0	0	0	0	0	46,874
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	94,494
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	98,008
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	87,978
YTD	6,920	11,442	20,728	28,611	37,376	46,874	0	0	0	0	0	0	46,874
YTD Comparison	158.08%	136.93%	144.45%	108.18%	109.03%	111.06%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Monthly Comparison	158.08%	113.66%	154.94%	65.15%	111.91%	119.84%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	

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

LOST CITY STORE SALES ANNUAL COMPARISON



^{*} Further detail available in the below identified sections.

Museum Store Sales Narrative:

In the Museum Store, there was a large revenue (\$4,216) decrease between October 2017 and October 2018. It is not known why the difference exists. There was higher museum attendance in 2017 (1,667 people) in comparison to 2018 (1,589 people).

In October 2017, one day had a higher revenue than normal (\$2,822.65). A workshop was held that day, and the leader's family purchased jewelry. Four days earned over \$500 in revenue (workshop, two school tours and the day after a jewelry shipment).

In October 2018, there was an increase in school tour bookings, but not all went through the museum store. The same workshop leader returned, but the day did not draw as much revenue (\$564.72). There were five days that earned over \$500 in sales (workshop, three school tours and unknown).

Both November and December 2018 earned more revenue than in FY17. Our biggest event, Native American Day and Holiday Open House was attended by over 300 people. Both months had an increase in number of programs in comparison to FY17. Report is through December 31, 2018.

III. Museum Revenue and Expenditure Chart

FY2019	Revenues	Expenditure	S		Total	Net	% Net
V.		Merchandise	Personnel	Oper/Other	Expenditure	Profit (Loss)	Profit (Loss
July	6,920	-	2,083	-	2,083	4,838	69.9%
August	4,522	3,948	3,112	34	7,094	(2,572)	(56.9%)
September	9,286	3,427	3,112	136	6,675	2,611	28.1%
October	7,882	4,378	3,112	107	7,597	285	3.6%
November	8,765	7,933	4,360	189	12,482	(3,717)	(42.4%)
December	9,498	7,345	3,136	288	10,769	(1,271)	(13.4%)
January	-	-	-	-			0.0%
February	-	-	-	-	-		0.0%
M arch	-		-	-	-	-	0.0%
April	-		<u> </u>	-	-	100 mm - 100 mm	0.0%
M ay		-	-	-	-	-	0.0%
June	-	-	-	-	-	-	0.0%
FY19 Total	46,873	27,032	18,914.18	754	46,700	174	0.4%
FY18 Total	92,352	52,897	26,548	4,810	84,256	8,097	17.5%
FY17 Total	94,494	53,708	22,331	6,908	82,948	11,546	12.3%
FY16 Total	98,008	53,406	25,311	2,179	80,896	17,111	14.2%
FY15 Total	87,977	45,217	22,755	9,190	77,162	10,815	11.5%

Museum Store Revenue and Expenditure Narrative:

During the second quarter, staff ordered merchandise in anticipation of an increased number of school tours and a busy holiday season. The report is through December 31, 2018.

IV. Membership Program

Membership Figures

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

Membership	_	<u>r 1</u> - Sep		<u>r 2</u> - Dec	<u>Qt</u> Jan -		<u>Qtı</u> April -	_	<u>TO</u> 7	<u>ral</u>
Categories	New	Renew	<u>Ne w</u>	Renew	<u>Ne w</u>	Renew	New	Renew	New	Renew
Individual		1		3					0	4
Family	1	1		2					1	3
Sustaining				1					0	1
Contributing				1					0	1
Patron		1							0	1
Benefactor									0	0
Senior	4	10	4	29					8	39
Student			1						1	0
FY 19	5	13	5	36	0	0	0	0	10	49
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	- 8	17		12		18	0	74
YTD	5	13	10	49	10	49	10	49	10	49
YTD Comparison	#DIV/0!	92.86%	642.86%	1448.48%	0.00%	0.00%	0.00%	0.00%		
Quarterly Comparison	#DIV/0!	92.86%	71.43%	189.47%	0.00%	0.00%	0.00%	0.00%		

Membership Sales

FY 19	<u>July</u> 135	Aug 600	<u>Sept</u> 220	Oct 365	<u>Nov</u> 295	<u>Dec</u> 415	Jan O	Feb 0	Mar 0	Apr 0	May 0	<u>June</u> 0	2,030
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
YTD	135	735	955	1,320	1,615	2,030	0'	0'	0 '	0	0	0	2,030
YTD Comparison	77.14%	272.22%	189.11%	172.55%	169.11%	108.85%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Monthly Comparison	77.14%	631.58%	93.62%	140.38%	155.26%	45.60%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	

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

Membership Program Narrative: A handful of other membership types were sold, but the bulk of revenues were purchased at the senior level. Two individuals purchased a few years' worth of memberships at the same time. One senior purchased three years and another five years of membership. Currently, we do not report the number of memberships that are purchased in advance.

In December, there was a \$500 drop in membership revenue. A member called the museum to renew her patron membership (worth \$500). When staff informed her that it was not due to expire for another year, she changed her membership fee to a donation. This was rung through the museum store over the phone. A thank you letter was sent and an invitation to the members reception in January. Report is through December 31, 2018.

V. Museum Attendance Figures

Attendance chart comparison against four previous fiscal years.

	<u>July</u>	Aug	Sept	<u>Oct</u>	Nov	Dec	<u>Jan</u>	<u>Feb</u>	Mar	Apr	May	June	TOTAL
FY 19	859	655	1,155	1,589	1,275	1,352	0	0	0	0	0	0	6,885
FY 18	818	766	1,038	1,667	1,198	924	998	1,280	1,874	1,655	1,131	768	14,033
FY 17	818	657	1,222	1541	1404	893	906	1336	1,802	1,783	1061	795	13,305
FY 16	840	827	1,043	1,443	1,214	926	1,056	1,324	1,899	1,609	1,004	848	14,460
FY 15	738	872	785	1,368	1,348	837	1,026	1,195	1,650	1,533	1,234	719	9,017
YTD	859	1,514	2,669	4,258	5,533	6,885	0	0	0	0	0	0	6,885
YTD Comparison	105.01%	95.58%	101.79%	99 28%	100.84%	107.39%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Monthly Comparison	105.01%	85.51%	111.27%	95.32%	106.43%	146.32%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	

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

Museum Attendance Figures Narrative:

The combined Holiday Open House and Native American Day drew a total of 362 guests (FY19), which is a significantly higher attendance number than in the last two years. In November 2016 it was attended by 113 guests and in November 2017 it was attended by 118 guests. The Holiday Open House similarly had less attendance in previous years (93 in FY17 and 143 in FY18).

The two events were combined because of low staffing issues at LCM. While successful, the event could use some restructuring. Our parking lot was over capacity and some visitors were turned away due to a full parking lot. If revisited in the future, perhaps offering a shuttle to another parking lot could alleviate parking concerns.

The dual purpose of the event diluted the educational impact of sharing Native American cultures. It was difficult to have guests move in between indoor holiday programming and outdoor Native American programming. If held in the future, a published schedule may assist guests know when and where to find performances. Additionally, more contacts are needed because half of our jewelry vendors and dancers cancelled.

Programming in this quarter, along with a higher volume of school tours contributed to a larger attendance in both November and December than in the previous fiscal year. Report is through December 31, 2018.

VI. Attendance Receipts

Museum Receipts Figures Narrative: See above

	July	Aug	Sept	Oct	Nov	Dec	<u>Jan</u>	Feb	Mar	Apr	May	June	TOTAL
FY 18	2,756	2,680	3,469	5,465	4,050	2,615	0	0	0	0	0	o	21,035
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	51,799
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	51,078
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	55,140
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	31,927
YTD	2,756	5,436	8,905	14,370	18,420	21,035	0	0	0	0	0	0	21,035
YTD Comparison	105.80年	93.97%	95.80%	101.15%	95.09%	95.43%	0.00%	0.00%	6,00%	R00,0	0.00%	0.00%	
Monthly Comparison	105.80%	84.28%	98.82%	111.28%	78.41%	97.94%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	

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

Museum Attendance Receipt Narrative:

During the second quarter, the largest portion of attendance consisted of school tours, which are not charged admission. Additionally, two free attendance days occurred in this quarter: Nevada Day on October 26 and Holiday Open House on December 8, 2018. Report is through December 31, 2018.

VI. <u>Fundraising Activities</u>:

- No new fundraising activities were pursued in the second quarter; two fundraising activities occurred for **LCM's Docent Council**.
- Nov 10 Painting on the Patio workshop was conducted by Denise Sins, retired Exhibits
 Preparator. This program was initiated through a generous donation of supplies by the
 Docent Council. Its intent was to be a staple program and fundraiser event for the Docents.
 There were three participants who all had a great time. The event raised \$40.
- Dec 8 Holiday Open House and Native American Day were hosted together this year. The
 Docents solicited raffle items from local businesses and sold tickets. This fundraiser is an
 annual event. Proceeds go to the Docent Council, who support staff, host school tours and
 programming throughout the year.

VII. General Museum Activities

Programming Events

- Oct 6 Pictograph and petroglyphs on Nevada Testing and Training Range (NTTR) lecture by Kish LaPierre (Archeologist, Nellis Air Force Base)
- Oct 6 Cowboy poetry recital
- Oct 7 My Nevada open art project and poetry recital hosted by the Nevada Arts Council
- Oct 15 a pollinator garden was installed by Dr. Kevin Burls from University of Reno Cooperative Extension Office. Pollinator plants attract local bees and butterflies. This project is a pilot program to determine which plants can grow throughout the state of Nevada. If successful, it will result in a seed packet, which can be sold. Dr. Burls has agreed to lead educational programming about local plants as part of this cooperative project.
- Oct 20 Lost City Museum co-hosted a tour at St. Thomas, Nevada with Lake Mead National Recreation Area. The group met up at the museum and each drove personal vehicles to the parking area. Handouts and introductions were made by Dr. Samantha Rubinson (Nevada Site Stewardship Program Coordinator and southern representative of State Historic Preservation Office) and Christine Nycz (Archeologist at Lake Mead National Recreation Area).
- Oct 28 Jesse Davie joined the docents in a field trip to the Nevada State Railroad Museum, Boulder City
- Oct 27 Nevada Day Holiday- open to the public- free admission day
- Nov 7 Jackson Ellis came to the museum for a book reading and signing event
- Nov 12 Veteran's Day Holiday- open to the public
- Nov 17 Proper Pruning Techniques workshop hosted by the local UNR Cooperative Extension Office and the Division of Forestry. This is the last programming event resulting from the landscaping grant awarded in April 2018.
- Nov 22 Thanksgiving Holiday- museum closed
- Nov 23 Family Day Holiday- open to the public
- Dec 8 Native American Day and Holiday Open House

- Dec 13 Staff and Docent holiday party
- Dec 25 Christmas Holiday- museum closed

Upcoming Events

- Spring pollinator garden workshop that will tie prehistoric agriculture and pollinators into our current pollinator exhibit.
- January 19, membership reception from 4:30 pm to 6:30 pm
- February 23, volunteer meet and greet from 1pm to 3 pm
- The Southern Nevada Agency Partnership Cultural Resources Team (SNAPCRT) has offered to sponsor upcoming programing for the calendar year 2019. The new series is still in development, but will invite experts for presentations and workshops on prehistoric subsistence patterns.

Operations

- During this quarter, Lost City Museum staff graciously upended personal schedules in order to provide services to the public seven days a week, despite being short two fulltime staff members.
- Reclassification paperwork was submitted through the Administration Office to the Governor's Finance Committee and Department of Human Resources. The Exhibits Preparator II position is being turned into a Curator II of Exhibits position due to the increase in need of educators to host programming and school tours.
- Oct 9 Tony Howerton sent a back hoe and operator to Lost City Museum on behalf of Parks and Recreation. This heavy equipment was used to dig a larger water drainage ditch near staff parking. During a microburst last July, water entered the building because this drainage ditch was not deep enough. This is a "bandaid" fix until a CIP can be submitted.
- Oct 10- 13, 2018 Mary Beth Timm attended the Nevada Museum Association's annual meeting as co-chair of the host committee. This small conference included discussions by TravelNevada, safety recommendations by Lake Mead National Recreation Law Enforcement, and marketing ideas from the Las Vegas Tourism Bureau.

Oct 15 staff schedules changed due to a 38% increase in school tour attendance.
 Additional coverage was needed on Tuesdays and Wednesdays- the dates most
 commonly in-demand by school groups. In response, Janie Shakespear and Jesse Davie
 both changed their schedules. Shakespear now works Sunday to Thursday and Davie
 works Tuesday to Saturday. The result is all full-time staff are on site from Tuesday to
 Thursday. This was desperately needed as both Shakespear and Davie EACH work 2
 hours on average scheduling the tours and submitting paperwork in addition to the 2
 hours hosting the school tour.

School tour attendance FY 18 vs. FY 19- 38% increase in school outreach

	School Tour	School Tour	TOTAL Increase
	Attendance	Attendance	
	FY18	FY19	
September	110	97	(-13)
October	439	502	63
November	106	178	72
December	0	129	129
TOTAL	655	906	251
			(38% increase)

- Oct 26 Mary Beth Timm attended a Southern Nevada Agency Partnership Cultural Resources Team meeting. Eva Jensen represented Lost City Museum as a founding member of this group in 2006. Lost City Museum has sent a representative to these quarterly meetings to provide outreach and awareness of its archeological research collections.
- Oct 30 & 31 phone interviews were conducted for the Curator of Anthropology position.
- Nov 14 top two candidates for the Curator of Anthropology position were interviewed in person.
- Nov 29 an insurance agent visited the grounds to do a site assessment of damage inflicted by a Nursery truck driver. While transporting trees to the lower parking lot, in June 2018, the truck clipped the retaining wall and broke several sandstone bricks.
- Dec 7 Mary Beth Timm completed required supervisor training from her promotion
- Dec 11 new Curator of Archeology, Virginia Lucas started. She is an expert on zooarcheology conducted in Moapa Valley and Overton. She is ABD at University of Nevada, Las Vegas.

• Dec 21 the recruitment for a Curator of Exhibits position was opened via NEATS.

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.

STEVE SISOLAK
PETER BARTON
DENNIS MCBRIDE

Governor Administrator

Director, Nevada State Museum Las Vegas





REPORT TO THE BOARD OF MUSEUMS AND HISTORY MARCH 20, 2019

Private Funds Budget Summary B/A #50	39			
State Fiscal Year 2019		Total	Year to Date	Percentage
	GL/Cat#	Budget	<u>Actuals</u>	Year to Date
Cash From Prev Fiscal Year Unrestricted	2511	29,177	29,177	100.00%
Cash From Prev Fiscal Year Restricted	2511	20,039	20,039	100,00%
Cash Bal Fwd New Fiscal Year Unrestricted	2512	0	0	0.00%
Cash Bal Fwd New Fiscal Year Restricted	2512	0	0 ///	0,00%
			49,216	
Comparison of Revenues Budgeted/ Received:				
Facility Rentals	3801	5,175	500	9.66%
Memberships*	4008	8,395	2,551	30.38%
Photograph Sales	4010	0	0	0.00%
Merchandise Sales*	4025	66,254	18,643	28.14%
Gifts & Donations	4251	500	864	172.80%
Private Grants	4265	29,531	2,152	7.29%
Treasurer's Interest	4326	248	264	106.33%
Total Revenues Received:		\$110,103	\$24,973	22.68%
Comparison of Expenditures Budgeted/Expended:				
Administration	35	38,159	6,693	17.54%
Collections	37	1,000	0	0,00%
Natural History	47	614	0	0.00%
Board Appr Special Projects	48	25,547	0	0.00%
Museum Store*	49	15,252	10,116	66.32%
Special Projects (Restricted)	55	29,531	914	3.10%
Total Expenditures:		\$110,103	\$17,723	16.10%
Available Unrestricted Cash			\$35,189	

The above figures reflect the second quarter of fiscal year 2019 revenues and expenditures as of December 31, 2018.

^{*} Further detail available in the below identified sections.

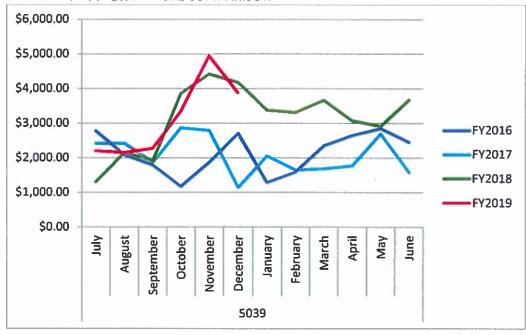
II. Museum Store Sales

Store sales chart comparison against four previous fiscal years.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 19	2,204	2,149	2,272	3,336	4,941	3,883	0	0	0	0	0	0	18,786
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
YTD	2,204	4,353	6,626	9,961	14,902	18,786	0	0	0	0	0	0	18,786
YTD Comparison	169.0%	126.1%	123.4%	108.0%	109.2%	105.4%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Monthly Comparison	169.0%	100.0%	118.5%	86.5%	111.8%	93.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

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

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 and the store has assumed a comfortable equilibrium.

In the last Board report issues with the store's POS system were noted and have been addressed. Refresher training provided NSMLV store staff by vendor Retail Pro on Friday, October 9, 2018 resolved a number of issues relative to packaged items in inventory, onhand counts, and consolidating several items under one price point. In addition, physical inventory procedure was reviewed resulting in a much simpler and more streamlined system of inventory tracking and a noticeable weekly improvement in informal on-hand counts. Report through December 31, 2018.

III. Museum Revenue and Expenditure

Museum Sto	ore Profit and	Loss Chart					
FY2019	Revenues	Expenditure	s		Total	Net	% Net
		M erchandise	Personnel	Oper/Other	Expenditure	Profit (Loss)	Profit (Loss)
July	2,204	-	-	•	-	2,204	100.0%
August	2,150	-	-	33	33	2,117	98.5%
September	2,272	3,805	-	359	4,165	(1,892)	(83.3%)
October	3,336	2,906		71	2,977	358	10.7%
November	4,941	1,261	-	72	1,333	3,608	73.0%
December	3,883	1,514	-	94	1,608	2,276	58.6%
January	-	-	-	- 3	-	-	0.0%
February	-	-	-	-		-	0.0%
M arch	-	-	-	-	-	-	0.0%
April	-	-	-		-	-	0.0%
M ay	-	-	-	- 10170	-	-	0.0%
June	-	-	-	-	-	-	0.0%
FY19 Total	18,786	9,486	-	630	10,116	8,670	46.2%
FY18 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%

Museum Store Revenue and Expenditures

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 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.

In addition, November 2018 was one of the museum's most successful sales months: \$4,900. The increased number of students visiting the museum through its school busing program has improved sales, providing a boost of \$100-\$200 during typically slow days of the week. Many of the items students buy are low-cost and generate a better profit margin. Report is through December 31, 2018.

IV. Membership Program

Membership Figures

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

Membership	July -	Sep	Oct -	Dec	Jan -	Mar	April -	June	TOTAL		
Categories	New	Renew	<u>New</u>	Renew	<u>Ne w</u>	Renew	New	Renew	Ne w	Renew	
Individual	2	5	3	3	0	0	0	0	5	8	
Family	5	4	3	7	0	0	0	0	8	11	
Sustaining	1	2	0	2	0	0	0	0	1	4	
Contributing	0	0	0	0	0	0	0	0	0	0	
Patron	0	0	0	0	0	0	0	0	0	0	
Benefactor	0	0	0	0	0	0	0	0	0	0	
Senior _	0	6	9	7	0	0	0	0	9	13	
FY 19	8	_17	15	19	0	0	0	0	23	36	
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	
YTD	8	17	15	19	0	0	0	0	23	36	
YTD Comparison	66.67%	170.00%	95.83%	144.00%	0.00%	0.00%	0.00%	0.00%			
Quarterly Comparison	0,00%	60.00%	75.00%	46.67%	0.00%	0.00%	0.00%	0.00%			

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

Membership Program Narrative:

The Museum's monthly membership numbers in July – December 2018 [36] are lower than they were during the same period in 2017 [49].

Potential for improving museum membership has recently come in three proposals from the Friends of Nevada State Museum, Las Vegas. The first proposes a combined membership between the Friends and the museum which would enhance our respective membership benefits. This proposal is currently under consideration by the museum board. The second proposal, approved by the museum board, was to offer discounted annual family memberships to lower income families with children in Title I schools living in the museum's vicinity, distributed through the Clark County School District [CCSD]. This effort is currently underway, funded by the Friends' education donations [to date, \$3,625]. A list of 145 low-income families has been submitted by the CCSD, and museum staff have designed membership cards for this program easily recognizable by Springs ticketing staff who have agreed to record use statistics for grant purposes: green indicates a NSMLV Community Membership recipient, while blue indicates regular memberships. [Please refer to the attached Friends of NSMLV 2019 Initiatives Update document.]



Name:

Mr. Mike Membership

Level:

Family



Name: Level: Ms. Mary Membership

Level: Expires

Family

A third proposal involved the Friends' facilitating translation of the museum's permanent gallery labels into Latin American Spanish, which would cater to an underserved demographic with the potential for increased membership sales. This proposal was likewise approved by the board and state funded through commemorative license plate sales. Translation firm Language Link was chosen to perform the translations and should have them completed by the end of February 2019. [Please refer to the attached Friends of NSMLV 2019 Initiatives Update document.]

Report is through December 31, 2018.

V. Museum Attendance

Attendance chart comparison against four previous fiscal years.

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	<u>Jun</u>	TOTAL
5,890	6,257	4,727	6,196	6,365	5,043	0	0	0	0	0	0	34,478
6,077	4,457	3,803	5,592	4,232	4,071	4,277	4,072	7,045	6,897	6,018	5,087	61,62
5,449	4,978	3,715	3,846	5,210	3,479	2,764	3,983	7,755	7,847	5,678	6,440	61,14
6,958	5,195	4,171	4,084	3,742	3,351	3,832	4,106	5,562	4,944	4,829	5,604	56,37
3,058	2,771	2,609	4,372	3,731	3,080	2,815	3,609	4,925	5,542	5,054	4,176	45,74
5,890	12,147	16,874	23,070	29,435	34,478	0	0	0	0	0	0	34,47
96,92%	115.31%	117.70%	115.76%	121.83%	122.12%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
96.92%	140.39%	124.30%	110.80%	150.40%	123.88%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
	5,890 6,077 5,449 6,958 3,058 5,890	5,890 6,257 6,077 4,457 5,449 4,978 6,958 5,195 3,058 2,771 5,890 12,147	5,890 6,257 4,727 6,077 4,457 3,803 5,449 4,978 3,715 6,958 5,195 4,171 3,058 2,771 2,609 5,890 12,147 16,874	5,890 6,257 4,727 6,196 6,077 4,457 3,803 5,592 5,449 4,978 3,715 3,846 6,958 5,195 4,171 4,084 3,058 2,771 2,609 4,372 5,890 12,147 16,874 23,070	5,890 6,257 4,727 6,196 6,365 6,077 4,457 3,803 5,592 4,232 5,449 4,978 3,715 3,846 5,210 6,958 5,195 4,171 4,084 3,742 3,058 2,771 2,609 4,372 3,731 5,890 12,147 16,874 23,070 29,435 96.92% 115.31% 117.70% 115.76% 121.83%	5,890 6,257 4,727 6,196 6,365 5,043 6,077 4,457 3,803 5,592 4,232 4,071 5,449 4,978 3,715 3,846 5,210 3,479 6,958 5,195 4,171 4,084 3,742 3,351 3,058 2,771 2,609 4,372 3,731 3,080 5,890 12,147 16,874 23,070 29,435 34,478 96,92% 115,31% 117,70% 115,76% 121,83% 122,12%	5,890 6,257 4,727 6,196 6,365 5,043 0 6,077 4,457 3,803 5,592 4,232 4,071 4,277 5,449 4,978 3,715 3,846 5,210 3,479 2,764 6,958 5,195 4,171 4,084 3,742 3,351 3,832 3,058 2,771 2,609 4,372 3,731 3,080 2,815 5,890 12,147 16,874 23,070 29,435 34,478 0 96.92% 115.31% 117.70% 115.76% 121.83% 122.12% 0.00%	5,890 6,257 4,727 6,196 6,365 5,043 0 0 6,077 4,457 3,803 5,592 4,232 4,071 4,277 4,072 5,449 4,978 3,715 3,846 5,210 3,479 2,764 3,983 6,958 5,195 4,171 4,084 3,742 3,351 3,832 4,106 3,058 2,771 2,609 4,372 3,731 3,080 2,815 3,609 5,890 12,147 16,874 23,070 29,435 34,478 0 0 96.92% 115.31% 117.70% 115.76% 121.83% 122.12% 0.00% 0.00%	5,890 6,257 4,727 6,196 6,365 5,043 0 0 0 6,077 4,457 3,803 5,592 4,232 4,071 4,277 4,072 7,045 5,449 4,978 3,715 3,846 5,210 3,479 2,764 3,983 7,755 6,958 5,195 4,171 4,084 3,742 3,351 3,832 4,106 5,562 3,058 2,771 2,609 4,372 3,731 3,080 2,815 3,609 4,925 5,890 12,147 16,874 23,070 29,435 34,478 0 0 0 96,92% 115,31% 117,70% 115,76% 121,83% 122,12% 0,00% 0,00% 0,00%	5,890 6,257 4,727 6,196 6,365 5,043 0 0 0 0 6,077 4,457 3,803 5,592 4,232 4,071 4,277 4,072 7,045 6,897 5,449 4,978 3,715 3,846 5,210 3,479 2,764 3,983 7,755 7,847 6,958 5,195 4,171 4,084 3,742 3,351 3,832 4,106 5,562 4,944 3,058 2,771 2,609 4,372 3,731 3,080 2,815 3,609 4,925 5,542 5,890 12,147 16,874 23,070 29,435 34,478 0 0 0 0 0 96.92% 115.31% 117.70% 115.76% 121.83% 122.12% 0.00% 0.00% 0.00% 0.00% 0.00%	5,890 6,257 4,727 6,196 6,365 5,043 0<	5,890 6,257 4,727 6,196 6,365 5,043 0<

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

Museum Attendance

Museum attendance for July - December 2018 [34,478] reflects a sizable increase in visitation over the same period in 2017 [28,232]. The figure noted for FY 2019 represents total museum attendance, which includes general attendance, children's summer program attendance, school group attendance, and event attendance. Report reflects attendance through December 31, 2018.

VI. Attendance Receipts

Current attendance receipts compared against four previous fiscal years.

	Jul	Aug	<u>Sep</u>	Oct	Nov	Dec	Jan	Feb	<u>Mar</u>	Apr	May	<u>Jun</u>	TOTAL
FY 19	53,172	0	0	0	0	0	0	0	0	0	0	0	53,172
FY 18	53,172	0	0	0	0	0	0	0	0	0	0	0	53,172
FY 17	0	53172	0	0	0	0	0	0	0	0	0	0	53,172
FY 16	53172	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
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	100.0%
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. Nevada State Museum Las Vegas Report to the Board March 20, 2019

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

Fundraising at the Nevada State Museum, Las Vegas is an under-pursued effort due to a number of factors. 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 and a replacement arrangement has not been made. Small amounts have also been 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, however, a number of volunteers established a new group, the Friends of the Nevada State Museum, Las Vegas, 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 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 supplement staff in programming and events, and to help deliver the Education Program's Traveling Trunks to schools. [Please refer to the attached Friends of NSMLV 2019 Initiatives Update document.]. Further, plans are underway for the Friends to be more actively involved in the museum's volunteer program.

Further, three proposals made by the Friends, detailed in narrative IV above, have the potential to increase museum revenues. [Please refer to the attached Friends of NSMLV 2019 Initiatives Update document.]

The Museum, through restricted donations, has established a collection development fund [3902], an exhibits fund [3903], a programming fund [3904], a costume and textiles fund [3905], a children's programming fund [3906], a natural history fund [3907], a library fund [3908], and an audiovisual collections fund [3909]. Funds

Nevada State Museum Las Vegas Report to the Board March 20, 2019

remaining in restricted account 3903 from the Museum's sesquicentennial exhibit [\$150] were transferred into restricted account 3904 [programming].

VIII. Museum Activities

statistics [July - December 2018]

school groups: 3,505 children

children's summer programs: 1,122

trunks: 5,083 children's use volunteer hours: 4,329 research requests: 498

collections: 2,208 items added to the collections
Past Perfect catalog: 20,386 records added/updated

Past Perfect online records: 7,781

Facebook: 6,432 fans Twitter: 1,475 followers

events [July - December 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 Clark County School District's Teacher Meet-Up event; Western High School's Jobs for America's Graduates [JAG] Program; Clark County Museum; the Nevada Humanities Committee; Red Rock Audubon Society; Friends of the Nevada State Museum, Las Vegas; Ordo Templi Orientis; Pioneering Las Vegas History; the Nevada Society for Professional Journalists; Nevada State Historic Preservation Office; Las Vegas Tourist Guide Guild trainings; the Art Institute of Las Vegas; Geographical Alliance in Nevada; the Southern Nevada Agency Partnership Cultural Resources Team; the State Historic Preservation Office; the Southern Nevada Conservancy; Vegas Area Museum Professionals; the SB 244 Legislation group; and the Nevada Library Co-Op. 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 - December 2018 museum special events attracted 1,740 participants.

staff activities [July - December 2018]

Staff at the Nevada State Museum, Las Vegas continue supporting the museum and its mission by providing lectures, introductions, tours, workshops, demonstrations, 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

Nevada State Museum Las Vegas Report to the Board March 20, 2019

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]. Finally, museum curators have hosted both national and international researchers in their respective collections.

**Special Note

On December 14, 2018 the Las Vegas Building Department inspected and approved a Certificate of Completion for the museum's pallet rack shelving.

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 February 13, 2019

NEVADA MUSEUMS & HISTORY



Tucsday February 12, 2019

TO: Board of the Division of Musuems and History

Re: de-accession request for items from the Costume & Textiles Collection

The Nevada State Museum, Las Vegas would like to de-accession a number of items from the museum's Costume & Textiles Collection:

There are 109 items from the Costume & Textiles Collection we would like to de-accession [inventory, with photos and condition descriptions, attached]. We queried three Nevada non-profit institutions who might have an interest in these items [correspondence attached], but only the Clark County Museum expressed interest in a few of them [noted in their response]. Disposition of the balance of unwanted items, due to their poor condition and sketchy provenance, would include, a) disposal as trash, and, b) donation to a local thrift sto e.

Curator Date	
Tennis Metouso 03.05.2019	_
Museum Director	
The state of the s	
Administrator, Div of Museums & History Date	
V	
Chair, Board of Museums & History Date	-
Chair, Board of Museums & History Date	

* * *

NEVADA STATE MUSEUM LAS VEGAS

OBJECT NUMBER		CT NUMBER OBJECT OBJECT DESCRI		JUSTIFICATION FOR DEACCESSION	РНОТО	RECEIVED AS
1	VM-2002-018-016	Women's blouse	ladies' white, size 12, 100% polyester crepe blouse with gathered yoke	Poor quality, insignificant example, poor condition, insignificant provenance	通	Gift
2	VM-2004-024-001.001	Women's Costume/Headdress	Pill box costume hat with pheasant feathers	Poor quality, poor condition, feathers deteriorated at the base of the quill, vanes are misshapen, separated, bent, broken with some vanes missing, provenance is unclear, we have many better examples with a significant provenance in the collection		Purchase
3	VM-2004-024-001.002	Women's Costume/Headdress	Pill box costume hat with pheasant feathers	Poor quality, poor condition, feathers deteriorated at the base of the quill, vanes are misshapen, separated, bent, broken with some vanes missing, provenance is unclear, we have many better examples with a significant provenance in the collection		Purchase
1	VM-2004-024-001.003	Women's Costume/Headdress	Pill box costume hat with pheasant feathers	Poor quality, poor condition, feathers deteriorated at the base of the quill, vanes are misshapen, separated, bent, broken with some vanes missing, provenance is unclear, we have many better examples with a significant provenance in the collection		Purchase
5	VM-2004-024-001.004	Women's Costume/Headdress	Pill box costume hat with pheasant feathers	Poor quality, poor condition, feathers deteriorated at the base of the quill, vanes are misshapen, separated, bent, broken with some vanes missing, provenance is unclear, we have many better examples with a significant provenance in the collection		Purchase
6	VM-2004-024-001.005	Women's Costume/Headdress	Pill box costume hat with pheasant feathers	Poor quality, poor condition, feathers deteriorated at the base of the quill, vanes are misshapen, separated, bent, broken with some vanes missing, provenance is unclear, we have many better examples with a significant provenance in the collection		Purchase
7	VM-2004-024-002.001	Women's Costume Collar	Costume collar with pheasant feather embellishment	Poor quality, poor condition, feathers deteriorated at the base of the quill, vanes are misshapen, separated, bent, broken with some vanes missing, provenance is unclear		Purchase
В	VM-2004-024-002.002	Women's Costume Collar	Costume collar with pheasant feather embellishment	Poor quality, poor condition, feathers deteriorated at the base of the quill, vanes are misshapen, separated, bent, broken with some vanes missing, provenance is unclear		Purchase
9	VM-2004-024-002.003	Women's Costume Collar	Costume collar with pheasant feather embellishment	Poor quality, poor condition, feathers deteriorated at the base of the quill, vanes are misshapen, separated, bent, broken with some vanes missing, provenance is unclear		Purchase
10	VM-2004-024-002.004	Women's Costume Collar	Costume collar with pheasant feather embellishment	Poor quality, poor condition, feathers deteriorated at the base of the quill, vanes are misshapen, separated, bent, broken with some vanes missing, provenance is unclear		Purchase

NEVADASTATE MUSEUM LAS VEGAS

11	VM-2004-024-004	Women's Costume Fragment	A piece of unfinished trim includes pheasant feathers	Fragment of a feather trim, poor quality, poor condition, feathers deteriorated at the base of the quill, vanes are misshapen, separated, bent, broken with some vanes missing, provenance is unclear	A LANGE	Purchase
12	VM-2004-024-006.001	Women's Costume Fragment	Feather boa fragment 17" length	Fragment of a feather boa, poor quality, poor condition with deterioration of feathers, unknown provenance, the collection offers many intact examples	T.	Purchase
13	VM-2004-024-006,002	Women's Costume Fragment	Feather boa fragment 28" length	Fragment of a feather boa, poor quality, poor condition with deterioration of feathers, unknown provenance, the collection offers many intact examples	74	Purchase
14	VM-2004-024-006.003	Women's Costume Fragment	Feather boa fragment 29" length	Fragment of a feather boa, poor quality, poor condition with deterioration of feathers, unknown provenance, the collection offers many intact examples	清	Purchase
15	VM-2004-024-007a-b	Women's shoes	Women's, black-color, leather shoe. High-heeled lace-up shoe	Insignificant example and provenance, poor quality	112	Purchase
16	VM-2004-024-010a-b	Women's shoes	Women's, olive green-color, suede, pump shoe	Insignificant example and provenance, poor quality	10	Purchase
17	VM-2004-024-012a-b	Women's shoes	Women's brown leather (or imitation leather) pump shoe	Insignificant example and provenance, poor quality	10	Purchase
18	VM-2004-024-014a-b	Women's shoes	Women's, brown-color, suede pump shoe	Insignificant example and provenance, poor quality	PA	Purchase
19	VM-2004-024-015a-b	Women's shoes	Women's, stamped leather pump resembles snake or lizard skin	Insignificant example and provenance, poor quality	10	Purchase
20	VM-2004-024-016a-b	Women's shoes	Women's, brown-color, leather, derby- style shoe	Insignificant example and provenance, poor quality	1	Purchase
21	VM-2004-024-018a-b	Women's shoes	Women's, black-color, leather pump shoe	Insignificant example and provenance, poor quality	10	Purchase
22	VM-2004-024-019a-b	Women's shoes	Women's black leather pump shoe	Insignificant example and provenance, poor quality	٥	Purchase

NEVADA STATE MUSEUM LAS VEGAS

23	VM-2004-024-020a-b	Women's shoes	Women's, black/gray-colors, leather pump shoe	Insignificant example and provenance, poor quality	0	Purchase
24	VM-2004-024-025a-b	Women's dance shoes	Women's silver Mary Jane dance shoes	Duplicate example, insignificant example, unclear provenance, poor quality	500	Purchase
25	VM-2004-024-026a-b	Women's dance shoes	Women's beige Mary Jane dance shoes	Duplicate example, insignificant example, unclear provenance, poor quality	1	Purchase
26	VM-2004-024-031a-b	Women's dance shoes	Women's black Mary Jane dance shoe	Duplicate example, insignificant example, unclear provenance, poor quality	1-	Purchase
27	VM-2004-024-033	Women's headdress	Silver-sequined and blue-feathered showgirl costume headdress	Poor quality, poor condition, unclear provenance, multiple		Purchase
28	VM-2004-024-034	Women's Costume/Jacket	Fitted, unlined jacket with large shaped collar and lapels	Poor quality, poor condition, exhibits staining, incomplete costume, unclear provenance	M	Purchase
29	VM-2004-024-046	Women's headdress	Silver-sequined and blue-feathered showgirl costume headdress	Poor quality, poor condition, unclear provenance	8	Purchase
30	VM-2004-024-052	Women's headdress	Silver-sequined and blue-feathered showgirl costume headdress	Poor quality, poor condition, unclear provenance, multiple	9	Purchase
31	VM-2004-024-053	Women's headdress	Silver-sequined and blue-feathered showgirl costume headdress	Poor quality, poor condition, unclear provenance, multiple	9	Purchase
32	VM-2004-024-054	Women's headdress	Silver-sequined and blue-feathered showgirl costume headdress	Poor quality, poor condition, unclear provenance	9	Purchase
33	VM-2004-024-055	Women's Costume/Headdress	Black headdress with rhinestone encrusted satin hat, glitter and feathers	Poor quality, poor condition, unclear provenance, multiple	8	Purchase
14	VM-2004-024-056	Women's Costume/Headdress	Black headdress with rhinestone encrusted satin hat, glitter and feathers	Poor quality, poor condition, unclear provenance, multiple	8	Purchase
35	VM-2004-024-057	Women's Costume/Headdress	Black headdress with rhinestone encrusted satin hat, glitter and feathers	Poor quality, poor condition, unclear provenance, multiple	2	Purchase

NEVADA STATE MUSEUM LAS VEGAS

36	VM-2004-024-058	Women's Costume/Headdress	Black headdress with rhinestone encrusted satin hat, glitter and feathers	Poor quality, poor condition, unclear provenance, multiple	2	Purchase
37	VM-2004-024-059	Women's Costume/Headdress	Yellow satin showgirl hat with feathers	Poor quality, poor condition, unclear provenance, multiple		Purchase
38	VM-2004-024-060	Women's Costume/Headdress	Yellow satin showgirl hat with feathers	Duplicate, poor quality, poor condition, unclear provenance, multiple		Purchase
39	VM-2004-024-061	Women's Costume/Headdress	Yellow satin showgirl hat with feathers	Duplicate, poor quality, poor condition, unclear provenance, multiple		Purchase
40	VM-2004-024-062	Women's Costume/Headdress	Yellow satin showgirl hat with feathers	Duplicate, poor quality, poor condition, unclear provenance, multiple		Purchase
41	VM-2004-024-063	Women's Costume/Headdress	Yellow satin showgirl hat with feathers	Duplicate, poor quality, poor condition, unclear provenance, multiple		Purchase
42	VM-2004-024-064	Women's Costume/Headdress	Yellow satin showgirl hat with feathers	Duplicate, poor quality, poor condition, unclear provenance, multiple		Purchase
43	VM-2004-024-065a-b	Women's shoes	pair of light green summer pumps.	Insignificant example and provenance, poor quality	AA	Purchase
44	VM-2004-024-066a-b	Women's shoes	Women's, dark brown-color, pumps with a metal grommet decoration across the toe and on the outside of the heel.	Insignificant example and provenance, poor quality	AA	Purchase
45	VM-2004-024-067a-b	Women's shoes	pair of tan, perforated summer pumps.	Insignificant example and provenance, poor quality	BA	Purchase
46	VM-2004-024-069a-b	Women's shoes	pair of dark brown winter pumps.	Insignificant example and provenance, poor quality	MA	Purchase
47	VM-2004-024-072a-b	Women's shoes	pair of ladies' black, medium-heeled, slip-on shoes with an open heel	Insignificant example and provenance, poor quality	AA	Purchase

NEVADA STATE MUSEUM LAS VEGAS

48	VM-2004-024-073a-b	Women's shoes	Women's, black-color, pumps.	Insignificant example and provenance, poor quality	MA	Purchase
49	VM-2004-024-074a-b	Women's shoes	Women's, black-color pumps.	Insignificant example and provenance, poor quality	A.	Purchase
50	VM-2004-024-075a-b	Women's shoes	Women's, black-color, leather pumps.	Insignificant example and provenance, poor quality	10	Purchase
51	VM-2004-024-076a-b	Women's shoes	Women's, black-color, leather pumps.	Insignificant example and provenance, poor quality	1	Purchase
52	VM-2004-024-099	Women's costume/Shirt	Women's white top with sailor collar and red/blue stripes.	Duplicate, poor quality, , unclear provenance, multiple		Purchase
53	VM-2004-024-100	Women's costume/Shirt	Women's white top with sailor collar and red/blue stripes.	Duplicate, poor quality, unclear provenance, multiple	4	Purchase
54	VM-2004-024-101	Women's costume/Shirt	Women's white top with sailor collar and red/blue stripes.	Duplicate, poor quality, unclear provenance, multiple	9	Purchase
55	VM-2004-024-102	Women's costume/Shirt	Women's white top with sailor collar and red/blue stripes.	Duplicate, poor quality, unclear provenance, multiple	2	Purchase
56	VM-2004-024-103	Women's coslume/Shirt	Women's white top with sailor collar and red/blue stripes.	Duplicate, poor quality, unclear provenance, multiple		Purchase
57	VM-2004-024-104	Women's costume/Shirt	Women's white top with collar, crest and blue stripes.	Duplicate, poor quality, unclear provenance, multiple	****	Purchase
58	VM-2004-024-105	Women's costume/Skirt	Women's red skirt with pleats.	Duplicate, poor quality, unclear provenance, multiple		Purchase
59	VM-2004-024-106	Women's costume/Skirt	Women's red skirt with pleats.	Duplicate, poor quality, unclear provenance, multiple	199	Purchase

NEVADA STATE MUSEUM LAS VEGAS

50	VM-2004-024-107	Women's costume/Shirt	Women's blue skirt with pleats.	Duplicate, poor quality, unclear provenance, multiple		Purchase
61	VM-2004-024-108	Women's costume/Skirt	Women's blue skirt with pleats.	Duplicate, poor quality, unclear provenance, multiple	100	Purchase
2	VM-2004-024-109	Women's costume/Shirt	Women's blue skirt with pleats.	Duplicate, poor quality, unclear provenance, multiple	our and	Purchase
3	VM-2004-024-110	Women's costume/Shirt	Women's blue skirt with pleats.	Duplicate, poor quality, unclear provenance, multiple	mas	Purchase
4	VM-2004-024-111	Women's coslume/Skirt	Women's blue skirt with pleats.	Duplicate, poor quality, unclear provenance, multiple	grap	Purchase
5	VM-2004-024-112	Women's costume/Skirt	Women's blue skirt with pleats.	Duplicate, poor quality, unclear provenance, multiple	at 42	Purchase
6	VM-2004-024-113	Women's costume/Skirt	Women's blue skirt with pleats.	Duplicate, poor quality, unclear provenance, multiple	ct P	Purchase
7	VM-2004-024-114	Women's costume/Skirt	Women's blue skirt with pleats.	Duplicate, poor quality, unclear provenance, multiple	at I	Purchase
8	VM-2004-024-120	Women's pants/jumpsuit	Women's white pants	Poor quality, unclear provenance		Purchase
9	VM-2004-024-122	Women's dress	Women's black tunic/dress with fringe	Poor quality, insignificant example, unclear provenance		Purchase
0	VM-2004-024-125.001	Women's blazer	Women's white satin blazer	Incomplete costume, poor quality, unknown provenance, insignificant example		Purchase
1	VM-2004-024-125.002	Women's vest	Women's white salin vest	Incomplete costume, poor quality, unknown provenance, insignificant example	145	Purchase

NEVADA STATE MUSEUM LAS VEGAS

72	VM-2004-024-126	Women's blazer	Women's black satin blazer	Incomplete costume, poor quality, unknown provenance, insignificant example	Purchase
73	VM-2004-024-127	Women's costume/Skirt	Women's, blue-color, full-length wrap skirt with contrast blue-color rickrack braid appliqué and tie closure at waist.	Incomplete costume, poor quality,	Purchase
74	VM-2004-024-142	Women's Costume/Skirt	Women's skater skirt	Incomplete costume, poor quality, unknown provenance	Purchase
75	VM-2004-024-149a-b	Women's vest/pants	Women's vet with two buttons, beading at collar, and black pants.	Poor quality, poor condition,	Purchase
76	VM-2004-024-150	Women's pants	Women's pinstripe pants	Incomplete costume, poor quality, unknown provenance, insignificant example	Purchase
77	VM-2004-024-151	Women's pants	Women's black pants	Incomplete costume, poor quality, unknown provenance, insignificant example	Purchase
78	VM-2004-024-152	Women's pants	Women's beige pants with blue paint	Incomplete costume, poor quality, unknown provenance, insignificant example	Purchase
79	VM-2004-024-156	Women's headdress	Women's pill box with sequin appliqué and ostrich feather	Poor quality, poor condition, unknown provenance	Purchase
80	VM-2004-024-142	Women's skirt	Women's short skaler skirt/costume	Poor quality, incomplete costume, unknown provenance, insignificant example	Purchase
81	VM-2004-024-143.001	Women's Costume/Short pants	Women's blue gathered shorts	Duplicate, poor quality, unknown provenance	Purchase
82	VM-2004-024-143.002	Women's Costume/Short pants	Women's blue gathered shorts	Duplicate, poor quality, poor condition, unknown provenance	Purchase
83	VM-2004-024-143.003	Women's Costume/Short pants	Women's blue gathered shorts	Duplicate, poor quality, poor condition, unknown provenance	Purchase

NEVADA STATE MUSEUM LAS VEGAS

84	VM-2004-024-143.004	Women's Costume/Short pants	Women's blue gathered shorts	Duplicate, poor quality, poor condition, unknown provenance		Purchase
35	VM-2004-024-157	Women's Costume/Headdress	Women's, black/white print, fabric percher hat with center top black- color, velvet knot and blusher veil	Duplicate , poor quality, poor condition, unknown provenance		Purchase
6	VM-2004-024-158	Women's Costume/Headdress	Women's, taupe-color, velvet circlet hat topped with taupe-color blusher veil	Duplicate, poor quality, poor condition, unknown provenance		Purchase
7	VM-2006-014-004	Women's Tunic/Apron	Ladies' plain white, one-piece, over- the-head apron	Poor quality, poor condition, unknown provenance		Gift
8	VM-2010-026-134	Men's Military Shirt	Men's, gray-color, long sleeve, front button placket shirt with two flapped patch pockets at chest	Poor quality, poor condition, unknown provenance		Gift
9	VM-2010-026-178	Men's Military Necktie	Navy blue-color, military uniform necktie	Poor quality, poor condition, unknown provenance	1	Gift
0	VM-2013-008-090	Men's Promotional T- shirt	Silence = Services T-shirt	Duplicate	1	Gift
1	VM-2013-008-091	Men's Promotional T- shirt	Silence = Services T-shirt	Duplicate	1	Gift
2	VM-2013-008-092	Men's Promotional T- shirt	Silence = Services T-shirt	Duplicate	1	Gift
3	VM-2013-008-093	Men's Promotional T- shirt	Silence = Services T-shirt	Duplicate	1	Gift
4	VM-2013-008-094	Men's Promotional T- shirt	Silence = Services T-shirt	Duplicate	1	Gift
5	VM-2014-011-002	Promotional towel	Terry cloth towel promoting the Las Vegas Stars Baseball Club	Duplicate	MIN July Zill	Gift
6	VM-2014-040-675	Women's Accessory/Novelty Pin	Green floral pin perhaps for St. Patrick's Day	Poor quality, little significance, unknown provenance	*	Unknown

NEVADA STATE MUSEUM LAS VEGAS

97	VM-3027-017a-b	Women's shoes	Women's pair of black fabric pumps	Insignificant example and provenance, poor quality	BA	Unknown
98	VM-3046-2820	Men's Cowboy hat	Straw cowboy hat	Poor quality, poor condition, crushed, disfigured, the collection has other examples	-2-	Gift
99	VM-3046-3073	Child's Gown	Cotton baptismal gown	Poor quality, poor condition, exhibits large scale tears in body, tears in lace, unknown provenance, we have many better examples in collection		Gift
100	VM-3046-G-3050	Women's slip	Women's camisole	Poor quality, poor condition/shattered silk, little significance as a garment, unknown provenance		Gift
101	VM-3238-001	Women's blouse	Women's, black/gold-colors pattern, lame, floor-length, gathered skirt.	Poor quality, insignificant example, collection includes other more significant garments from this donor		Gift
102	VM-3238-002	Women's skirt	Women's, black-color, crepe, long- sleeve, peasant -style blouse with string bow at neckline.	Poor quality, insignificant example, collection includes other more significant garments from this donor		Gift
03	VM-3238-003	Women's skirt	Women's, black-color, polyester, long, unlined, A-line skirt with left side zipper and button at the waist.	Poor quality, insignificant example, collection includes other more significant garments from this donor		Gift
04	VM-3050-002	Women's Undergarment/Slip	Full-length half slip, 1900-15	Poor quality, poor condition, exhibits tears in body of slip, insignificant provenance, we have many better examples in collection		Gift
05	VM-2013-010-024	Women's hat	Vincent Harmik felt hat, 1945-55	Poor condition, insignificant example, insignificant provenance, collection includes other quality examples from this designer		Gift
06	VM-2002-006-009a-b	Women's shoes	Fabric block heel pumps	Poor condition, insignificant example, insignificant provenance	000	Gift
107	VM-2015-080-018a-b	Women's shoes	Naturalizer white-color pumps	They were collected because the donor identified them as her wedding day shoes from 1959. In fact, the shoes date from the 1980s and are not of any particular significance or provenance.	90	Gift
801	VM-2004-024-005.004	Women's costume	Women's, pink-color, feather boa	Poor quality, insignificant example, collection includes other more quality examples, unclear provenance		Purchase



109	VM-2004-024-095a-b	Women's costume	Women's, orange-color, feather boa	Poor quality, insignificant example, collection includes other more quality examples, unclear provenance	n	Purchase
нот	ES					
1	. Highlighted line items	are to be transferred to th	e Clark County Museum			

BRIAN SANDOVAL

Governor

PETER BARTON

Administrator

DENNIS MCBRIDE

Director, Nevada State Museum, Las Vegas





Burlesque Hall of Fame 1027 S Main Street, #110 Las Vegas, NV 89101

December 6, 2018

Dustin Wax, executive director

Good Morning, Dustin:

The Nevada State Museum, Las Vegas is considering de-accessioning a number of items from the Museum's costume & textile collection [list attached].

In compliance with the Museum's Collections Management Policy, our de-accession process requires us to offer the material to other museums or non-profit collecting institutions.

If there are items on the attached list you would be interested in acquiring for your collections, please note them by the object number. If you would like further information concerning any item on the list, please let me know.

The items listed as VM-2004-024 purportedly were owned by Las Vegas magician Melinda Saxe and, earlier, by Marie Cannon's Las Vegas Review performance troupe. This provenance is uncertain.

Please bear in mind that de-accession from the Museum's collections requires approval from the Board of the Division of Museums and History, whose next meeting is March 20, 2019. If possible, please return your reply to me by January 31, 2019.

Thank y	ou!
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Dennis McBride, Director

Dennis McBride

From:

Karan Feder < Karan@entertainmentexhibitions.com>

Sent:

Tuesday, February 12, 2019 10:10 AM

To:

Dennis McBride

Subject:

Fwd: NV State Museum de-accession offer

Burlesque Hall of Fame refusal email:

----- Forwarded message -----

From: Dustin M. Wax < dustin@burlesquehall.com>

Date: Wed, Jan 23, 2019 at 3:42 PM

Subject: Re: NV State Museum de-accession offer

To: Karan Feder < Karan@entertainmentexhibitions.com >

Hi Karan!

Sorry, I thought I'd replied to this! After reviewing the list, I don't think there's anything on there that fits our collection needs right now. Thanks so much for thinking of us!

Hugs and glitter,

--Dustin

Dustin M. Wax

Executive Director, The Burlesque Hall of Fame

Street: 1027 S Main St, Ste 110, Las Vegas, NV 89101

Mail: PO Box 580, Las Vegas, NV 89125

dustin@burlesquehall.com | www.burlesquehall.com

Phone/Fax: 888 661-6465

On Wed, Jan 23, 2019 at 3:23 PM Karan Feder < Karan@entertainmentexhibitions.com > wrote: Happy New Year Dustin!

Just following up with you concerning the State Museum's de-accession list. Please let me know yay or nay by January 31st.

Thank you!



Virus-free, www.avast.com

On Mon, Dec 10, 2018 at 1:27 PM Karan Feder < Karan@entertainmentexhibitions.com > wrote: Dear Dustin:

Hello there!

The Nevada State Museum, Las Vegas is considering de-accessioning a number of items from the Museum's costume & textile collection [list attached].

In compliance with the Museum's Collections Management Policy, our de-accession process requires us to offer the material to other museums or non-profit collecting institutions.

If there are items on the attached list you would be interested in acquiring for your collections, please note them by the object number. If you would like further information concerning any item on the list, please let me know.

The items listed as VM-2004-024 purportedly were owned by Las Vegas magician Melinda Saxe and, earlier, by Marie Cannon's *Las Vegas Review* performance troupe. This provenance is uncertain.

Please bear in mind that de-accession from the Museum's collections requires approval from the Board of the Division of Museums and History, whose next meeting is March 20, 2019. If possible, please return your reply to me by January 31, 2019.

Thank you!

Link to Amazon page for The Folies Bergere in Las Vegas

Link to Arcadia Publishing page for The Folies Bergere in Las Vegas

Karan Feder http://www.linkedin.com/in/karanfeder

- Founder & Principal Entertainment Exhibitions www.EntertainmentExhibitions.com

-Guest Curator of Costume & Textiles Nevada State Museum, Las Vegas

Link to Amazon page for The Folies Bergere in Las Vegas

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BRIAN SANDOVAL

Governor

PETER BARTON

Administrator

DENNIS MCBRIDE

Director, Nevada State Museum, Las Vegas





Clark County Museum 1830 S Boulder Highway Henderson, NV 89002

December 6, 2018

Cynthia Sanford, registrar

Good Morning, Cynthia:

The Nevada State Museum, Las Vegas is considering de-accessioning a number of items from the Museum's costume & textile collection [list attached].

In compliance with the Museum's Collections Management Policy, our de-accession process requires us to offer the material to other museums or non-profit collecting institutions.

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Please bear in mind that de-accession from the Museum's collections requires approval from the Board of the Division of Museums and History, whose next meeting is March 20, 2019. If possible, please return your reply to me by January 31, 2019.

Thank you!

Dennis McBride, Director

Dennis McBride

From:

Michelle Lord

Sent: To: Friday, February 01, 2019 8:44 AM 'Karan Feder'; Dennis McBride

Cc:

Caroline Kunioka

Subject:

RE: Dennis [John Running deaccession]

Thank you Karan. As soon as you can give me the list of actual object names I'll type the transfer-deaccession form.

ML

From: Karan Feder [mailto:Karan@entertainmentexhibitions.com]

Sent: Thursday, January 31, 2019 4:34 PM

To: Dennis McBride; Michelle Lord

Cc: Caroline Kunioka

Subject: Re: Dennis [John Running deaccession]

Hi Dennis, Caroline, and Michelle:

Here are the items that Clark County Museum would like to collect from the costume & textile collection deaccession list.

- 1. VM-2002-006-009a-b
- 2. VM-2004-024-001.004
- 3. VM-2004-024-002.003
- 4. VM-2004-024-004
- 5. VM-2004-024-005.004
- 6. VM-2004-024-012a-b
- 7. VM-2004-024-015a-b
- 8. VM-2004-024-020a-b
- 9. VM-2004-024-057
- 10. VM-2004-024-058
- 11. VM-2004-024-065a-b
- 12. VM-2004-024-066a-b
- 13. VM-2004-024-072a-b
- 14. VM-2004-024-095a-b
- 15. VM-2004-024-120
- 16. VM-2004-024-122
- 17. VM-2004-024-150

I'll update the master list indicating the above items and email it to Dennis and Caroline by next week.

Thanks!

×

Virus-free. www.avast.com

On Thu, Jan 31, 2019 at 3:38 PM Dennis McBride < Dennis.McBride@nevadaculture.org > wrote:

Caroline: Would you scan and pass on to me the relevant paperwork for the Barrick [Aurore Giguet] accession, which included the Running photos? I'm putting together a packet for presentation at the march Board meeting to deaccession this material and send it on to Flagstaff.

Karan: Has Cynthia Sanford picked out what, if anything, she wants for the Clark County Museum? Need to get that packet together, too.

Thanks!

Dennis McBride

Director

Nevada State Museum, Las Vegas

309 South Valley View Boulevard

Las Vegas, NV 89107

dennis.mcbride@nevadaculture.org

702-822-8739



Link to Amazon page for The Folies Bergere in Las Vegas

Link to Arcadia Publishing page for The Folies Bergere in Las Vegas

Karan Feder

http://www.linkedin.com/in/karanfeder

- Founder & Principal Entertainment Exhibitions www.EntertainmentExhibitions.com
- -Guest Curator of Costume & Textiles Nevada State Museum, Las Vegas

BRIAN SANDOVAL

Governor

PETER BARTON

Administrator

DENNIS MCBRIDE

Director, Nevada State Museum, Las Vegas





Nevada State Museum, Carson City 600 North Carson Street Carson City, NV 89701-4004

December 6, 2018

Jan Loverin, curator of clothing and textiles

Good Morning, Jan:

The Nevada State Museum, Las Vegas is considering de-accessioning a number of items from the Museum's costume & textile collection [list attached].

In compliance with the Museum's Collections Management Policy, our de-accession process requires us to offer the material to other museums or non-profit collecting institutions.

If there are items on the attached list you would be interested in acquiring for your collections, please note them by the object number. If you would like further information concerning any item on the list, please let me know.

The items listed as VM-2004-024 purportedly were owned by Las Vegas magician Melinda Saxe and, earlier, by Marie Cannon's Las Vegas Review performance troupe. This provenance is uncertain.

Please bear in mind that de-accession from the Museum's collections requires approval from the Board of the Division of Museums and History, whose next meeting is March 20, 2019. If possible, please return your reply to me by January 31, 2019.

Dennis McBride, Director	

Thank you!

Dennis McBride

From:

Jan Loverin

Sent:

Monday, December 17, 2018 3:27 PM

To:

Dennis McBride

Cc: Subject: Myron Freedman; Robert Nylen

Subject: Attachments: de-accession list LasVegas.docx

Hi Dennis

As I mentioned to you last week, we held our Collections Committee meeting Wed, Dec 12th and I presented your list of potential objects for de-accession. The committee unanimously agreed to decline your offer to accept any of the items into our collections and we unanimously supported your decision to remove those items from your collections. I have attached a formal letter, which has been copied to Myron and Bob.

Thanks again for the opportunity.

Jan Loverin
Curator of Clothing and Textiles
Nevada State Museum's
Marjorie Russell Clothing and Textile Research Center
775 687-6173
jloverin@nevadaculture.org



Dennis McBride

From:

Dennis McBride

Sent:

Tuesday, February 12, 2019 11:44 AM

To:

Subject:

Dennis McBride FW: Dennis [FW: John Running prints]]

From: Jonathan Marc Pringle [mailto:Jonathan.Pringle@nau.edu]

Sent: Tuesday, September 18, 2018 11:30 AM

To: Michelle Lord Cc: Peter John Runge

Subject: John Running prints

Hi Michelle,

Thanks for the letter I received in the mail late last week regarding your 2012 acquisition (from UNLV) of 35 prints created by John Running and related to his book, "Honor Dance." I hope it is OK to respond via email. Our institution received full intellectual and physical rights to Running's material when his whole collection was donated to us (by Running himself) in 2013. As such, we are the rights holders and his estate no longer holds rights to the material. We are completely fine with you having these prints, but would prefer that you make them available to your patrons for research purposes only (i.e. requests for use/reproduction should be redirected to us). If you wish to use them in an exhibit for Nevada State Museum Las Vegas, that would be perfectly fine; we would just ask that you cite us in any credit lines you create.

Conversely, should you feel as though any of the above arrangements are too cumbersome, you may wish to transfer them to us where they can join the rest of the collection here. As a reminder, you can view a finding guide to his collection here: http://azarchivesonline.org/xtf/view?docId=ead/nau/running_iohn.xml.

I am getting ready to leave for about one week, but will be back in the office next Tuesday. In the interim, I have copied the Head of our department, Peter Runge, and have apprised him of the situation so that you can discuss this further with him if you have any questions.

My best, Jonathan

Jonathan Pringle
Associate Archivist, Cline Library
Special Collections and Archives
Northern Arizona University
1001 S. Knoles Dr/PO Box 6022
Flagstaff, AZ 86011-6022
P: 928-523-6856/F: 928-523-3770
jonathan.pringle@nau.edu
library.nau.edu/speccoll



STATE OF NEVADA

DEPARTMENT OF TOURISM AND CULTURAL AFFAIRS DIVISION OF MUSEUMS AND HISTORY

NEVADA STATE MUSEUM LAS VEGAS

309 South Valley View Boulevard, Las Vegas, Nevada 89107 (702) 496-5205 FAX (702) 486-5172

Deed of Gift Aurora Giguet for the Marjorie

I Barrick Museum	, being in support of the programs
and collections of the Nevada State Museum do ownership, copyright, and trademark of the followin an unrestricted gift. I affirm that I own said property good and complete right, title, and interests to give.	g property to the Nevada State Museum as
Accession number <u>VM-2012-068</u>	
17 black-and-white and 35 color photograph John Running from his book, <u>Honor Dance</u> : <u>N</u> University of Nevada Press, 1986]	s, matted and framed, by artist ative American Photographs [Reno, NV:
I understand that the Nevada State Museum does not esti- responsibility to acquire proper estimated value from outside s State Museum may use its discretion in disposing of the materia	sources. I also understand and agree that the Nevada
Madutt	9/13/2012
Donot's signature	Date
Donor's signature	Date
Donor's address Dennis McBride Dennis McBride	W NV 89119-4012
Donor's address	
Dennis McBride Demis McBure	October 21, 2012
For the Museum	Date
Director	_
Title	

[March 2010]

From; To: Patty Haack

Subject:

Crystal Van Dee

Date:

Fwd: NSMLV Yearbook Inventory Thursday, February 07, 2019 5:33:33 PM

Attachments:

image003.png image002.png image004.png

Hi Crystal,

I notice that you don't have three LVHS yearbooks that we have duplicates of: 1970, 1989 and 2006. Also, we don't have 1959, but you have three. Would you ever considering "trading" or selling it to us?

Thanks!

Patty

From: Ivowl@aol.com

To: cvandee@nevadaculture.org

Sent: 2/7/2019 4:48:05 PM Pacific Standard Time

Subject: Re: NSMLV Yearbook Inventory

Hi Crystal,

Thanks so much for the listing. It is extremely helpful!!

Someone gave me a UNR yearbook recently from 1928 or 1929 (it's out in my garage). I notice you don't have those years. Would you want this one? It is not in very good shape and is tied together. If you'd like, I can give it to Joe to take to you.

Thanks again!

Patty

In a message dated 2/7/2019 3:50:28 PM Pacific Standard Time, cvandee@nevadaculture.org writes:

Hi Patty,

It was so nice to talk to you today about yearbooks.

Here is the link to our yearbook inventory. As you can see, I've added a link to your website so researchers can contact you.

https://sites.google.com/view/nsmlv-collections/historical-pubs/yearbooks



Crystal R. Van Dee

nty pronouns are she/her/hers cvandee@nevadaculture.org Librarian & Curator of Manuscripts at

Nevada State Museum, Las Vegas 309 S. Valley View Blvd. Las Vegas, NV 89107 (O) 702.822.8751 | (F) 702.486,5172 Las Vegas NV Museum.org





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

NEVADA STATE MUSEUM LAS VEGAS

309 South Valley View Boulevard, Las Vegas, Nevada 89107 (702) 486-5205 FAX (702) 488-5172

Deed of Gift

Jeannetta Thiriot Peterson , being in support of the programs and collections of the Nevada State Museum do hereby give, assign, and transfer title, ownership, copyright, and trademark of the following property to the Nevada State Museum as an unrestricted gift. I affirm that I own said property and that to the best of my knowledge have good and complete right, title, and interests to give.					
Accession number					
see attached Accession document					
I understand that the Nevada State Museum does not estimate the values responsibility to acquire proper estimated value from outside sources. I also State Museum may use its discretion in disposing of the materials it considers	understand and agree that the Nevada				
Donor's signature	Oct. 26, 2012 Date				
Donor's signature	Date				
475 E 300 N, alpine, Ut 84004 Donor's address					
Denn's Warde For the Museum	October 26, 2012 Date				
Curator III / Director					

[March 2010]

Accession

.F.

Accession	¥VM-2010-014	Date received <u>04/08/2010</u>
Source	Thiriot, Joseph E. and Ellen	Received by McBride, Dennis
Address	Licensetta Thiriot Botomon: Alice Thiriot Maitel	Received as
Address	[Jeannetta Thiriot Peterson; Alice Thiriot Waite] 6821 Elmdale Place	Accessioned by McBride, Dennis
	Las Vegas NV 89103	Date accessioned <u>04/15/2010</u>
Phone/Fax	702/876-3632	Acknowledged by Registrar Yes No
	F	urchase price or value \$
Description	Thiriot Family papers, photographs, memorabilia items	a, and artifacts, and Las Vegas- and Nevada-associated
Remarks	Documentary artifacts listed under VM-2010-01-	

Agenda item 8e7d

Friends of NSMLV 2019 Initiatives Update



FAO: Nevada State Museums Board

Please find below an update on the Friends of NSMLV 2019 initiatives - the Discounted Family Membership Pilot program, Spanish Translation of Permanent Gallery Exhibit Labels, and Traveling Trunks Deliveries.

Discounted Family Membership Pilot Program

<u>Initiative Overview</u>: This initiative was to provide low income families with children at Title 1 schools in the neighborhood around the NSMLV with free annual family museum memberships. The Friends have a specially agreed price at which to purchase memberships from the State with donated funds.

<u>Current Status</u>: The Friends have collaborated with the Clark County School District School-Community Partnership (CCSD) and by 31st January the Friends had paid \$3625 and 145 families had received an annual family museum membership pack that included:

- a welcome letter explaining the benefits of the membership
- a membership card for each family
- an invitation in Spanish and English to a Dinosaur Discovery event at the museum on March 16 (see Appendix 1)
- a survey in Spanish and English designed by the Friends, NSMLV, and CCSD specifically for these pilot program participants to establish the families current usage / awareness of the museum (see Appendix 2).

Dennis McBride made arrangements with the Springs Preserve to collect attendance data for the pilot program. Data will be collected manually by the Springs Preserve and delivered to NSMLV weekly. The Friends have a grant pending approval to purchase more memberships, but are still actively fundraising in order to continue to purchase more.

Spanish Translation of Permanent Gallery Exhibit Labels

<u>Initiative Outline</u>: Currently all NSMLV exhibit labels are only in English. In order to attract more Hispanic visitors the Friends have been working to create a Spanish solution with minimal impact to the museum galleries.

<u>Current Status</u>: The Friends compiled all the permanent gallery labels into a master computer file for NSMLV. NSMLV contracted for translation of the labels into Spanish. The translation is slated for delivery on February 22. A test area within the permanent galleries for production of a prototype brochure has been identified. The Friends, through donations from members, have provided honorariums for four UNLV graphic design interns (sponsorship funds include a personal contribution from Dennis McBride), and working with NSMLV exhibits team to produce a prototype brochure for the test area.

Friends of NSMLV 2019 Initiatives Update



Traveling Trunks Deliveries

<u>Initiative Outline</u>: NSMLV has a selection of travelling trunks that contain educational objects, workbooks and exercises. Teachers check out the trunks and use them in class to supplement STEM lessons. They help bring history to life in the school room. Teachers love the trunks, but the major obstacle is that they have had to pick up the trunks and return them to the museum, themselves, in their own cars and on their own time. The Friends collaborated with the NSMLV Education Curator, and agreed to arrange and pay for delivery of the trunks to overcome this problem.

<u>Current Status</u>: as the end of 2018 the Friends contracted with a local Las Vegas company to deliver the Traveling Trunks. Stacy Irvin, the Education Curator schedules the deliveries with the teachers and the Friends are billed for the deliveries.

Deliveries began on January 16. As of February 6, there have been twelve trunk deliveries to CCSD elementary schools. The program is so popular, that there now are not enough trunks available to meet demand, creating a scheduling bottleneck. NSMLV asked the Friends to purchase four more trunks. To date, the Friends found funding for two more trunks, at a cost of \$570 per trunk.

The Friends see this program expanding throughout the year, with the creation of new trunks containing objects and workbooks for covering new topics while increasing the quantity of trunks available. Response from the teachers has been very positive.

Friends of NSMLV 2019 Initiatives Update Appendix 1 – Family Fun Night Invite





DINO DISCOVERY Family Night

Dinosaurio Réunion en Familia

FREE ADMISSION

Entrada gratuita

DATE/TIME: Saturday, March 16, 2019

Fecha/Hora 6-8 p.m. sábado, 16 de marzo, 2019

REASON: Family fun

Razon Diversión familiar

LOCATION: NV State Museum, LV

Dirección 309 S. Valley View Blvd.

LV 89107

(Inside Springs Preserve)

(En el parque de Springs Preserve)

ACTIVITIES: Museum visit, crafts, games,

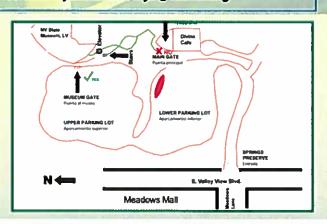
Actividades snacks Visita al museo, refrescos, artesanlas y juegos para los niños.

AN ADULT MUST ACCOMPANY CHILDREN

Un padre debe acompañar a los niños

FOR INFORMATION, EMAIL: info@nsmlv.org
Para más información: info@nsmlv.org

iEsperamos verte!



Friends of NSMLV 2019 Initiatives Update Appendix 2 – Initial Benchmark Survey



Nevada State Museum Free Family Pass Recipients:

__ Native Hawaiian or Other Pacific Islander

__ White or Caucasian

Congratulations on being selected to receive a Free Annual Pass to the Nevada State Museum, complements of the Friends of Nevada State Museum! This pass entitles you and your immediate family free entrance to the Nevada State Museum for one full year. We hope you will come often and enjoy the museum with your family. To help us understand more about who receives these passes, we hope that you will complete the very short survey below. When completed, this can be returned to your school.

SCHOOL PERSONNEL: PLEASE SEND COMPLETED SURVEYS, VIA SCHOOL MAIL, TO CHERYL WAGNER, SCHOOL-COMMUNITY PARTNERSHIP PROGRAM, LOC. #145

Thank you.

Districtions of the control of the fall and the

1.	Your	full	name		(option	ıal):
2.	How many adults (ag	ge 18 or older) in your ho	ousehold?			
3.	How many children	(under age 18) in your ho	ousehold?			
4.	Have you ever been	to the Nevada State Mus	eum, Las Vegas?			
	YESNo					
	If yes, how many tin	nes?				
5.	Have you been to	the Springs Preserve be	efore without visiting the Ne	vada State	Muse	um?
	YesNo					
6.	What schools d	o the children in	your family attend?	Please	list	all.
	-					
7.	How do you think yo	ou will get to the Museur	n (car, bus, walk, other?)		_	
8.	Are you Hispanic/La	tino?				
	Yes, Hispanio	or Latino				
	No, not Hispa	nic or Latino				
9.	What is your race? Y	ou may choose none, or	ie or more.			
	American Ind	ian or Alaska Native				
	Asian					
	Black or Afric					

Friends of NSMLV 2019 Initiatives Update Appendix 2 – Initial Benchmark Survey



Destinatarios del pase familiar gratuito del Museo Estatal de Nevada:

Felicidades por ser seleccionado para recibir gratuitamente un pase anual del Museo Estatal de Nevada, complemento de los amigos del Museo Estatal de Nevada! Este pase le da derecho a usted y su familia inmediata entrada gratuita para el Museo Estatal de Nevada por un año completo. Esperamos que venga a menudo a disfrutar el Museo con su familia. Para ayudarnos a entender más sobre quién recibe estos pases, le pedimos por favor que complete la encuesta muy breve a continuación. Cuando termine, puede devolverlo a la escuela.

SCHOOL PERSONNEL: PLEASE SEND COMPLETED SURVEYS, VIA SCHOOL MAIL, TO CHERYL WAGNER, SCHOOL-COMMUNITY PARTNERSHIP PROGRAM, LOC. #145

Gracias.

the state of the s		1 4	4	
Destinatario,	nor fav	or complete	10	cioniente
Destinatario,	POL IGY	or complete	w	SIEGICITIC.

1.	Su	nombre	completo	(opcional):
2.	¿Cuántos ad	ultos (mayores de 18 años) en s	u hogar?	
3.	¿Cuántos niñ	ios (menores de 18) en su hogai	r?	
4.	¿Ha estado a	lguna vez en el Museo Estatal o	de Nevada, Las Vegas?	
	Si	_No		
	En caso afirr	nativo, ¿cuántas veces?		
5.	¿Has estado	en Springs Preserve antes, sin v	visitar el Museo Estatal de Nevada?	SiNo
6.	¿A cuáles	escuelas asisten sus hijos?	Por favor escriba los nombres de	e las escuelas.
7.	¿Cómo llega	ra al Museo (coche, autobús, a	pie, otros)?	
8.	¿Es Hispano	/Latino?		
	Si, Hi	spano/Latino		
	No, H	lispano/Latino		
9.	¿Cuál es su g	grupo étnico? Usted puede elegi	ir ninguno, uno o más.	
	Indio	Americano o Nativo de Alaska		
	Asiáti	со		
	Negro	o Afroamericano		
	Hawa	iano Nativo u otras islas del Pa	cífico	
	Blanc	o o Caucásico		

STEVE SISOLAK PETER BARTON DENNIS MCBRIDE

Governor Administrator

Director, Nevada State Museum Las Vegas





MEMO

Date:

February 26, 2019

To:

Re:

Robert Stoldal, Chair, Board of Museums and History

Through:

Peter Barton, Administrator, Division of Museums and History

From:

Dennis McBride, Director, Nevada State Museum, Las Vegas Category 48 request: BA 5039 Conference Travel for Crystal

Van Dee

Crystal Van Dee, Curator II for Library and Manuscrips, has asked to attend the American Library Association's [ALA] annual conference June 20-25, 2019 in Washington, DC. Ms. Van Dee is a member of the ALA, and participates in a number of Association roundtables, including Intellectual Freedom, GLBT, and Library Instruction. The theme of this year's conference is "Transforming Our Libraries, Ourselves," and will emphasize skills required to help information organizations adapt and improve services in an era of diminished budgets.

Justification

Small and diminishing budgets for the State of Nevada's information organizations and learning institutions, while often putting an obstacle against efforts to fulfill their respective missions, have also allowed for innovation, initiative, and self-reliance. We feel that Ms. Van Dee's attendance at this years' 2019 ALA conference-with its estimated 20,000 attendance, 500 sessions, and 800 exhibitors—will provide opportunity for professional development, as well as for networking and sharing with representatives of learning and information institutions from across the country facing the same challenges as the Nevada State Museum, Las Vegas. For example, Las Vegas' increasing diversity highlights the museum's mission "to inspire and educate a diverse public." By consulting with ALA colleagues Ms. Van Dee will learn about resources, plans, and initiatives related to increasing multilingual community engagement via programming and exhibits. In addition, Van Dee is conducting research on the history of museum libraries and historical societies and their roles in the wider community. Attendance at ALA 2019 will allow her to meet with other museum/special librarians to discuss the scope and methodology of such research. The ultimate goal of Van Dee's research is to increase awareness of the importance of museum libraries and historical societies in order to strengthen these organizations in Nevada, We expect Ms. Van Dee will return with information and presentations to staff regarding enhancement of exhibit design, community outreach, diversity initiatives, and information management.

Cost Estimate conference fee air fare local transportation	\$335 [with member discour ±\$600 [rt Southwest Airline +\$20 [to/from hotel]			19 rate	s]
lodging	±\$1,506 [6 nights/GSA (\$251/night)]				rates
meals and incidentals TOTAL	+\$515 [7 days/GSA Washin \$2,976	ngton DC June	: 2019 rates ([\$74/da <u>;</u>	y)]
Please sign below to signify	your approval:				
Approved:Chair, Board of	Museums and History	date			

Heritage Health Information Survey (HHIS) Report



A Snapshot of Facts & Figures

About

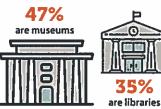
The Heritage Health Information Survey (HHIS), collected in 2014, was designed to provide insights into how the institutions that hold our national heritage in trust are progressing over the past decade in the level of care they provide these invaluable items.

The HHIS Report, released in 2019, provides selected updates from the Heritage Health Index of 2004 and assesses the stewardship needs of today's cultural heritage institutions with non-living, tangible, and digital collections. The resulting facts and figures highlight the real need for collections preservation and shine a light on the challenges faced by collecting institutions—most notably, smaller organizations.

Collecting Institutions: A Breakdown

The survey's 1,714 respondents are representative of the nation's 31.000 collecting

Of institutions with collections,



22222

are historical are archives

are other scientific collections 000

Our nation's collecting institutions hold more than

13 billion items

from furniture to photos and sheet music to soil samples. All are cataloged, shelved, stored, and protected to varying degrees.



Around 70% of all collecting organizations have preservation or conservation of their collections named as a priority in their mission.



The gap in preservation needs between large and small collecting institutions of similar types is widest among libraries and narrowest among archives.



96% of collecting institutions are small institutions.

Damage to Collections



An estimated one-third of institutions have reported damage to their collections.



The biggest risk to collections is water damage.



Among scientific collections, the greatest risk is pests.

The amount of loose paper in collections is enough to fill





Nearly two-thirds of archives reported damage or loss to their collections due to obsolete equipment, causing a loss of access to born-digital information.

A Snapshot of Facts & Figures



Small Organizations Face Challenges

Small institutions are less likely to have designated personnel with conservation or preservation responsibilities, than are medium

or large sized organizations.



Staffing among types of small institutions varied greatly.

97% of small archives reported someone

was responsible for

collections care.



73% of small libraries had a staff member with these responsibilities.







56% of small historical societies rely solely on volunteers for conservation.

Making Progress

Over a ten-year span, our nation's cultural heritage organizations have:

Reduced the incidence of damage

from improper storage and light exposure by roughly 30%.





Increasingly assigned collections care responsibilities

to personnel, with 86% of institutions reporting in 2014, an 8% improvement over 2004 (78%).

Conducted more collection assessments:

the 45% of organizations that have done so is a 50% increase from 2004.



the number of organizations with emergency plans has more than doubled, from 20% to 42%.



Placed a **greater financial priority** on collections preservation, with the percentage of

on collections preservation, with the percentage of organizations that provided annual funds for these activities more than doubling from 23% to 49%.



Download the full report at www.imls.gov/hhis.



In advance of the Board's meeting in Overton in June 2019, the following report on collection storage conditions, needs and improvements is provided as information.

Storage Space Update

The need for increased artifact storage within Lost City Museum (LCM) was documented in a report to the Board of Museums & History in 2015. All collections storage areas at Lost City Museum are above capacity. The only improvement has been the purchase of an organics storage cabinet (through IMLS grant awarded in 2016). Since 2015's report, other areas of the museum have expanded their utilization to include collections storage. All areas (old and new) are described below.

Facility improvements are needed for two main reasons. First, none of the artifact storage spaces are ADA compliant. Some areas require the use of ladders or bending and stooping for access. Second, all storage areas have overflow items which are stored on the floor instead of a shelf. This causes tripping hazards and increased risk of object breakage.

Challenges faced by museum staff include operational storage overflowing into collections areas, outbuildings holding collections without climate controls, and potential damage to existing collections due to improper storage. These factors have led to declining potential acquisitions, which are offered on average once a month. Existing storage practices will be a hindrance, should LCM seek accreditation. Suggestions for improvement of current storage include optimizing existing storage spaces, deaccessioning objects that fall outside of our mission, and purchasing movable shelving units.

I. Needs for Collections Areas

a. Dedicated storage areas

LCM does not have a dedicated space constructed specifically for artifact storage. It has one room (with no exterior walls), two modified closets, and overflow areas. Artifacts have slowly migrated into spaces dedicated for maintenance, store merchandise, or educational programming supplies. The majority of our ceramics collection is stored on top of exhibit cases in lieu of collections areas. In our out-buildings, which are not climate controlled, artifacts are stored next to special event chairs and tables.

b. Compactable shelving

No storage units at LCM currently have moveable shelving units, but the Library Storage and Archeology Lab could support them. In 2017, Spacesaver quoted the improvements at \$24,455 and \$17,644, respectively. This would maximize the Library Storage room as well as repurpose the Archeology Lab to be a dedicated storage area.

c. On-site storage construction

LCM has space within its grounds to construct a climate controlled trailer, with moveable shelf storage in its lower parking lot. Other non-climate controlled shed areas could also be constructed either for maintenance/grounds supplies or artifact storage.

II. Artifact Storage Areas

Storage areas within LCM are divided into three types of areas. The first is those that only store artifacts (Library Storage and Laboratory Storage Closet). The second type holds operational storage surpluses in addition to artifacts (Library, Freezer Closet, 1935 Gallery, 1971 Gallery, Director's Office Closet, Upper Garage, Archeology Lab, and Archeology Office). Temperatures are monitored in these areas by a thermostat (and HVAC), which is not located in the same space as the artifacts. Humidity is not controlled throughout all collections areas. The third type does not have HVAC, but houses artifacts and operations supplies (Lower Garage, Shed).

a. Artifact only storage areas

Library Storage

This interior room has 320 linear feet worth of non-moveable shelving. It is dedicated space for archeological collections and the ceramic pots that are not housed on top of exhibit cases. The shelves are eight feet high and require a ladder for access for the top two shelves. Framed artwork and a few artifacts are on the floor as shelving space is completely full. This room has been assessed for moveable shelves, which were quoted at \$24,455 in 2017. Of the storage areas, this one is in the best condition and most secure.

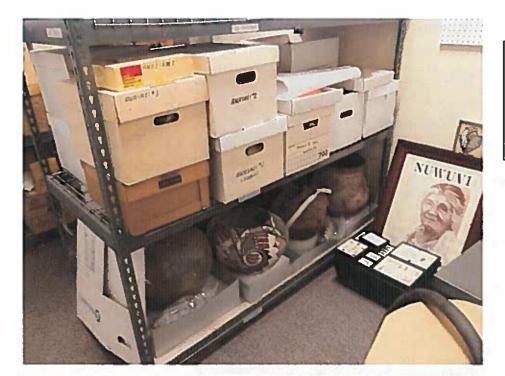


Figure 1. Library Storage. Shelving units optimized, framed artwork stored on the floor alongside curation supplies and Riker Mounts.



Figure 2. Library Storage- objects on top shelf are not reachable without a ladder. Collections are in clearly labeled archival boxes.

Lab Storage Closet

Culturally sensitive NAGPRA collections and historic artifacts are stored in this closet. It has three interior walls, and one exterior wall. The shelving is also eight feet high, but it is too close to the ceiling.

Artifacts are stored close to HVAC vents and on the floor as this room is over capacity. This closet is too small to install moveable storage units.



Figure 3. Lab Storage Closetobjects are stored on the floor; shelves are too close together. NAGPRA collections are not shown, but are located above and to the right of this photograph.



Figure 4. Lab Storage Closetartifacts are stored close to HVAC vents. View is above and to the left of Figure 3.

b. Combined operational and artifact storage areas

<u>Library</u>

This room is used for public events. The library holds a set of reference materials, which the public can access by appointment. In addition to the book collection, paintings and other 2-D materials are hung

above the bookcases. There are two closed cabinets that house store merchandise. Operational include a vacuum cleaner, step stool and the server. In February 2019, the server is moving into a restricted area.

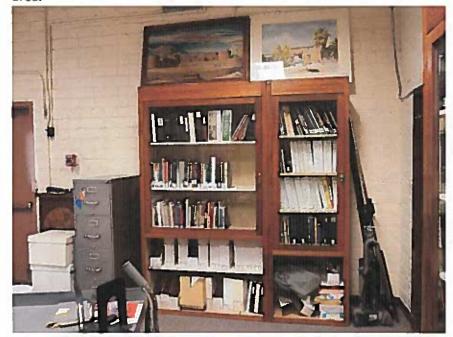


Figure 5. Library- Framed artwork stored above closed bookcases. A vaccuum is stored next to cases.

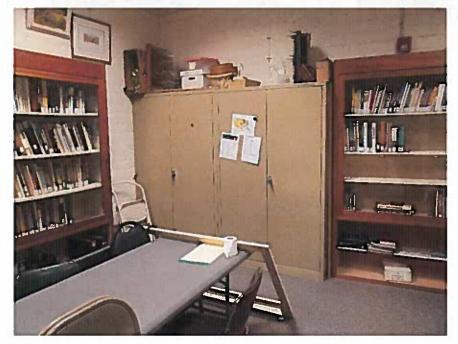


Figure 6. Library- closed cabinets (left) hold store merchandise. Server is not pictured.

Freezer Room Closet

The Freezer Room Closet is located adjacent to the Archeology Lab and contains a chest freezer for processing incoming donations. There is one built in bookshelf that holds original hand-written catalog cards and notebooks as well as historic photographs. Twenty four boxes of color photographs of petroglyph sites and a few educational kits are on the floor.



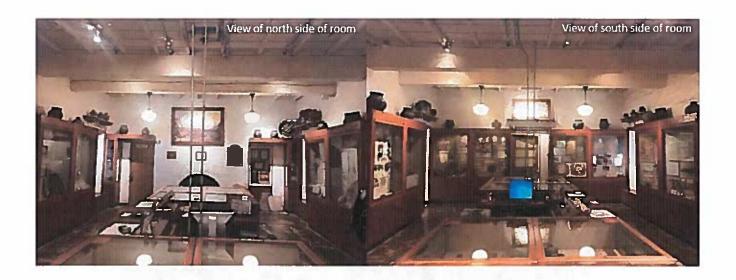


Figures 7 & 8. Freezer Room Closet- (Left) Handwritten artifact cards and historic photographs are on the shelves. (Right) 24 boxes of petroglyph photographs (not cataloged).

1935 Gallery

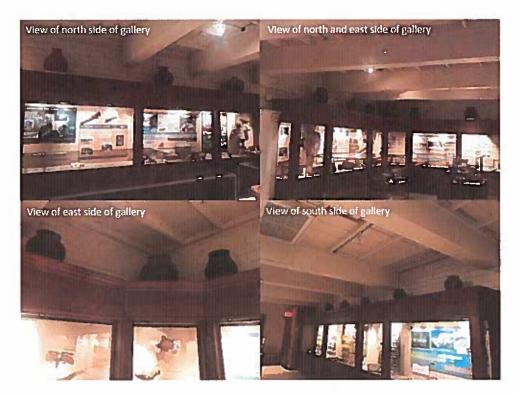
Large ceramic vessels are stored above the display cases and on shelves. Three large stone panels are stored on the floor of the gallery without interpretive signs. These artifacts add to the exhibit content, but they are overflow items. An estimated 66 cubic feet is needed to remedy this storage issue.

Figure 9. 1935 gallery-views of north (left) and south (right) sides of the room. Both sides have ceramic vessels, which are stored above exhibit cases. There is no room for these in our collections storage areas.



1973 gallery

The 1973 gallery has visible and invisible storage spaces in and on top of the exhibit cases. Thirty-three (33) ceramic vessels are perched on top of the cases, which would need an estimated 108 cubic feet for storage. Underneath the cases are an additional 10 linear feet of framed Hiller photographs.



Director's Office Closet

Figure 10. 1971 Gallery- Multiple views are shown demonstrating the volume of ceramic vessels stored on top of the display cases. These are overflow items. Additionally, space below the cabinets houses more collections and operational supplies.

In the 2015 report, this was listed as an Archive Room. The Director's Office used to be the master suite of the groundskeeper's living quarters. It is now office space and the master bathroom was converted into a storage closet. It houses archival documents, maps in tubes, historic photographs, and retired exhibit materials.

Recent datalogger environment collections indicate that this room has the highest fluctuation in temperature and humidity. This is most likely due to having two external walls and poor insulation. These collections are slated to move into the Library in late February/early March of 2019, after the server is moved into a restricted area.



Figure 11. Director's Office Closet- Three photos above demonstrate how this modified master bathroom has been adapted to store photograph and paper archives. This room is the most unstable in terms of temperature and humidity fluctuations. These archives will move into the Library after the server is moved.

Upper Garage

The upper garage is a catch-all for all types of operational and artifact storage. It was listed in the 2015 storage report as having 4 feet of floor space utilized for collections storage. Now, an estimated 20 feet of floor space are used for object collections included exhibit case donations. This space also houses educational programming materials, maintenance supplies, gift shop packaging materials and excess office supplies.

Later in February 2019, after the server is moved, artifacts will move out of this space and be replaced by the museum store merchandise that is currently stored in the Library. The artifacts will move into existing storage locations- to be determined.

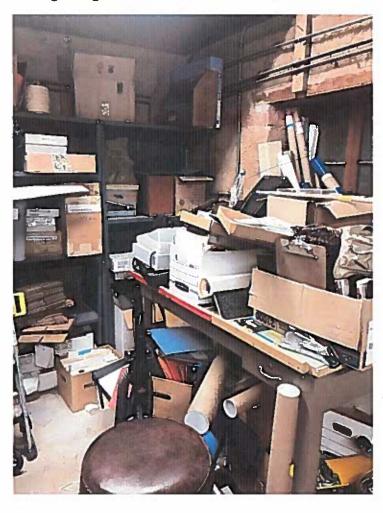
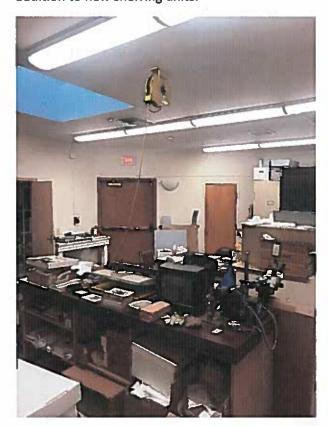


Figure 12. Upper Garage- this room is a catch-all containing artifact storage, maintenance supplies, educational programming materials and museum store supplies.

Archeology Lab

The archeology lab is optimal for processing large incoming collections. LCM no longer accepts large collections due to storage space concerns. The lab would be better utilized as a moveable storage for artifacts. The layouts that Spacesaver suggested in 2017 (\$17,644) would leave enough space for a few tables that volunteers could use for projects. The plans would utilize existing organics cabinetry in addition to new shelving units.





Figures 13 & 14. Archeology Lab- (Left) overview of storage space that could be filled with moveable shelves. (Right) existing organics cabinets, the darker one was purchased in 2016.

Archeology Office

This office space has expanded its use to house accession documentation and LCM archival documents. These documents should be moved into a fire-proof cabinet, which would need to be purchased. Ideally, office space should not be used for collections storage.



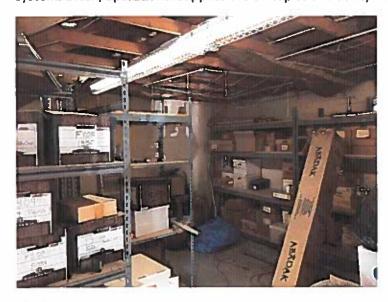
Figure 15. Archeology Office- Legal ownership paperwork (accessions records), which should be stored in a fire proof cabinet.

c. Combined storage areas without climate controls

Lower Garage

The Lower Garage is absent from the 2015 report. Fossils, lithics and soil samples were discovered in 2016 behind operational supplies such as chairs and tables for special events, excess office and budget archives. An estimated 30% of the storage is used for collections.

This building is not secure from rodent activity because it has too many possible entry points. There is an exhaust fan on either side of the building and the ceiling. This building has electricity, but no HVAC system. Often, operational supplies are on top of or directly next to object collections.



Storage Shed

Figure 16. Lower
Garage- event supplies
such as tables and
folding chairs (not
pictured), budget
archives (left), and
artifact collections
(right) are stored within
a non-temperature
controlled unit. This
building is not secure
from rodent
infestations.

The storage shed does not have electricity or HVAC controls. It houses inorganic materials, mostly archeological artifacts. Current shelving needs to be replaced. It is made of wood and not aging well. None of the collections in this shed are cataloged.

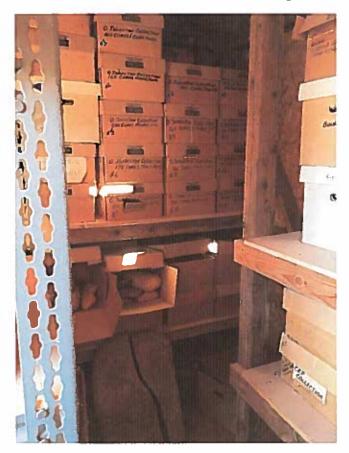


Figure 17. Shed- Pictured are archeological collections (stone tools and ceramics) that are stored on top of wooden shelving units. These shelves are deteriorating due to water exposure and need to be replaced.

III. Potential for acquiring new collections

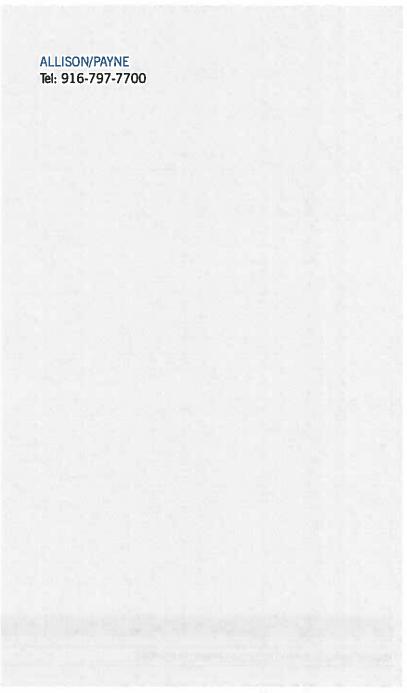
On average, Lost City Museum declines potential donations of five pots, or ½ a box of artifacts, or two paintings once a month. Current storage considerations preclude LCM from considering these donations. Potential donors are sent to other state museums, area museums, or educational facilities. Moveable storage shelving or the construction of new storage areas could allow LCM to expand its collections with objects that fall within the scope of its mission statement and have a clear line of ownership.

Agenda item 9e1 Morgan Stanley

Portfolio Summary

Prepared on January 10, 2019 for: STATE OF NEVADA DIVISION OF MUSEUMS

STATE OF NEVADA DIVISION OF MUSEUMS ATTENTION: PETER BARTON 412 E MUSSER ST SUITE 2 CARSON CITY NV 89701-4527



Prepared on January 10, 2019 Reporting Currency: USD

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Account(s) Included In This Report Investment Summary Dollar Weighted Returns	
Dollar Weighted Performance Detail	
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Risk Vs. Return	Was a state of the
Asset Allocation	1
Disclosures	1

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

Morgan Stanley

ACCOUNT(S) INCLUDED IN THIS REPORT

STATE OF NEVADA DIVISION OF MUSEUM	MS	Q.			Reporting Currency: USD
MORGAN STANLEY WEALTH MANAGEME	ENT				
Account Name	Account Type/ Manager Name	Advisory/ Brokerage	Account Number	Date Opened	Date Closed
STATE OF NEVADA DIVISION OF MUSEUMS	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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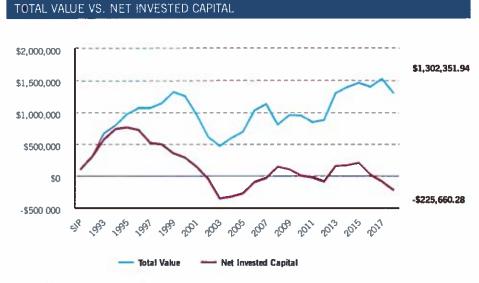
All content within this Document applies to the accounts listed above or a subset thereof, unless otherwise indicated.

INVESTMENT SUMMARY DOLLAR WEIGHTED RETURNS

STATE OF NEVADA DIVISION OF MUSEUMS

As of December 31, 2018 | Reporting Currency: USD

	Quarter to Date (\$) 09/30/18-12/31/18	Year to Date (\$) 12/31/17-12/31/18	Performance Inception (\$) 07/14/92-12/31/18
Beginning Total Value	1,453,872.69	1,525,694.23	102,750.00
Net Contributions/Withdrawals	-30,400.00	-134,743.93	-328,410.28
Investment Earnings	-121,120.75	-88,598.36	1,528,012.22
Ending Total Value DOLLAR WEIGHTED RATE OF RETURN (Annualized for periods over 12 months)	1,302,351.94	1,302,351.94	1,302,351.94
Return % (Net of Fees)	-8.49	-6.04	7.40



ASSET ALLOCATION

Alternatives 14.9%

Fixed Income & Preferreds 31.3%

Equities 48.9%

Does not include Performance Ineligible Assets.

	Rolling 12 Months (\$)	Year To Date (\$)
	01/01/18-12/31/18	01/01/18-12/31/18
ASSET CLASS		
Cash	71.54	71.54
Equities	43,597.95	43,597.95
Fixed Income & Preferreds	14,965.94	14,965.94
Alternatives	7,074.73	7,074.73
Total Asset Class	65,710.16	65,710.16
TAX CATEGORY		
Taxable Account(s)		
Taxable	65,710.16	65,710.16
Tax-Exempt	at the same and a same and	-
Total	65,710.16	65,710.16
Tax Qualified Account(s)		•
Total Tax Category	65,710.16	65,710.16

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

Morgan Stanley

DOLLAR WEIGHTED PERFORMANCE DETAIL

STATE OF NEVADA DIVISION OF MUSEUMS

As of December 31, 2018 | Reporting Currency: USD

RETURN % (NET OF FEES) VS. BENCHMARKS											
Account Name/ Benchmark	Account Number	Performance Inception Date	Total Value (\$) 12/31/18	% Of Portfolio 12/31/18	Month to Date (%) 11/30/18 - 12/31/18	Quarter to Date (%) 09/30/18 - 12/31/18	Year to Date (%) 12/31/17 - 12/31/18	Last 3 Years (%) 12/31/15 - 12/31/18	Last 5 Years (%) 12/31/13 - 12/31/18	Performance Inception Month End (%) to 12/31/18	Performance Inception (%) to 12/31/18
ADVISORY		07/15/92	1,248,819.74	95.89	-4.11	-8.82	-6.34	1.97	2.98	7.15	7.18
STATE OF NEVADA DIVISION OF MUSEUMS (Consulting Group Advisor)	171-XXX259	07/15/92	1,248,819.74	95.89	-4.11	-8.82	-6.34	1.97	2.98	7.15	7.18
BROKERAGE		07/14/92	53,532.20	4.11	0.01	0.04	2.18	12.11	7.62	7.75	7.63
STATE OF NEVADA DIVISION OF MUSEUMS (AAA)	171-XXX095	01/01/11	53,532.20	4.11	0.01	0.04	0.11	0.04	0.04	0.36	0.38
STATE OF NEVADA DIVISION OF MUSEUMS (AAA)	171-XXX256	07/14/92	0.00	0.00			-	175		6.73	7.7
STATE OF NEVADA DIVISION OF MUSEUMS (AAA)	171-XXX534	04/01/11	0.00	0.00	-	2	2	-	-	= 040	-

TIME WEIGHTED PERFORMANCE SUMMARY

STATE OF NEVADA DIVISION OF MUSEUMS

As of December 31, 2018 | Reporting Currency: USD



TIME WEIGHTED PERFORMANCE BY PERIOD

STATE OF NEVADA DIVISION OF MUSEUMS

As of December 31, 2018 | Reporting Currency: USD

RETURN % (NET OF FEES) VS. BENCHMARKS

From 07/14/1992 - 12/31/2018

			140	_			Period Returns%		
	Beginning	Net Contributions/	Investment	Ending	Portfolio	MSCI AC World	S&P 500 Total	MSCI AC World ex	
Period	Total Value (\$)	Withdrawals (\$)	Earnings (\$)	Total Value (\$)	(Net Of Fees)	Gross	Return	US Gross	Barclays Aggregate
2018	1,525,694.23	-134,743.93	-88,598.36	1,302,351.94	-6.41	-8.93	-4.38	-13.78	0.01
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.

Morgan Stanley

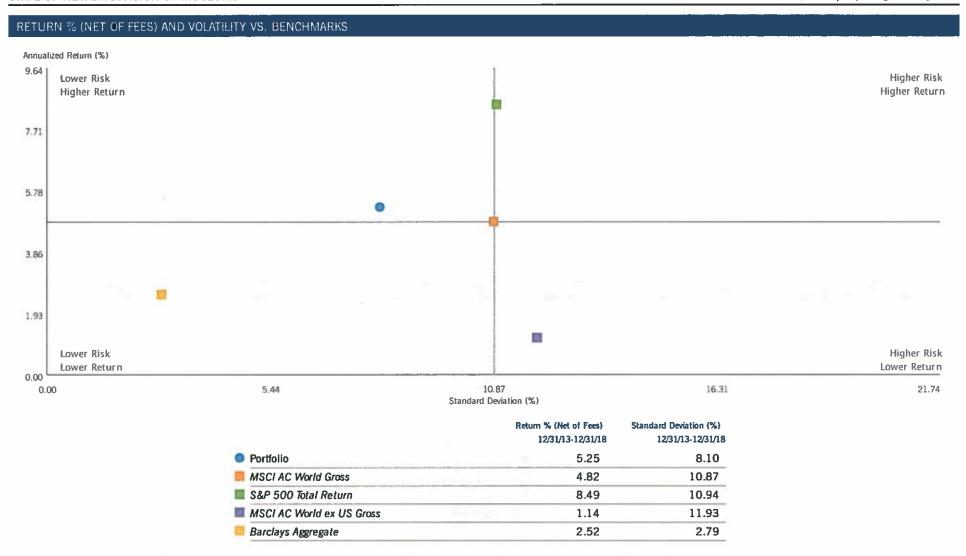
TIME WEIGHTED PERFORMANCE BY PERIOD

STATE OF NEVADA DIVISION OF MUSEUMS

As of December 31, 2018 | Reporting Currency: USD

RETURN % (NET OF FE	ES) VS. BENCHMAR	KS (Continued)							
				8			Period Returns%		
	Beginning	Net Contributions/	Investment	Ending	Portfolio	MSCI AC World	S&P 500 Total	MSCI AC World ex	
Period	Total Value (\$)	Withdrawals (\$)	Earnings (\$)	Total Value (\$)	(Net Of Fees)	Gross	Return	US Gross	Barclays Aggregat
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 Inception: 07/14/1992	102,750.00	198,637.00	7,164.00	308,551.00	2.31	1.81	6.52	-2.11	4.57

As of December 31, 2018 | Reporting Currency: USD

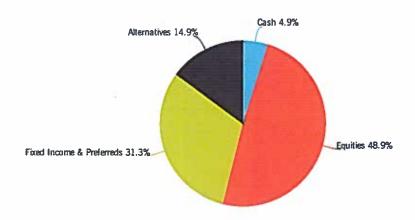


ASSET ALLOCATION

STATE OF NEVADA DIVISION OF MUSEUMS

As of December 31, 2018 | Reporting Currency: USD

ASSET ALLOCATION - ASSET CLASS



ASSET ALLOCATION					
	. 706. 19	00-00-000-00		Total Value (\$)	% of Portfolio
Symbol/CUSIP	Security Description	Quantity	Account Number	12/31/2018	12/31/2018
Cash				63,910.52	4.9
Global Cash				63,910.52	4.9
Global Cash				63,910.52	4.9
BDPS	BANK DEPOSIT PROGRAM	63,910.250	Multiple	63,910.52	4.9
		10,378.050	171-XXX259	10,378.10	0.8
		53,532.200	171-XXX095	53,532,42	4.1
Equities				636,533.58	48.9
US Equities			7 11071111	385,415.42	29.6
US Large Cap Growth	A Theorem			121,022.44	9.3
ASPZX	ALGER SPECTRA Z	3,384.346	171-XXX259	63,490.33	4.9
		100000000000000000000000000000000000000		The state of the s	

1.9

25,102.31

ASSET ALLOCATION

Intl Small Cap Equities

E OF NEVADA DIVISION OF MUSE	UMS		As of December 31, 2018 F	Reporting Currency: US	
ET ALLOCATION (Continued)					
Symbol/CUSIP US Large Cap Growth (Continued)	Security Description	Quantity	Account Number	Total Value (\$) 12/31/2018 121,022,44	% of Portfo 12/31/20 9
OAYLX	OAKMARK SELECT ADVISOR(50.00%)	827.414	171-XXX259	28,305.82	2
SMGIX	COLUMBIA CONTRARIAN CORE(50.00%)	1,360.628	171-XXX259	29,226.29	2
US Large Cap Value				57,532.11	4
OAYLX	OAKMARK SELECT ADVISOR(50.00%)	827.414	171-XXX259	28,305.82	2
SMGIX	COLUMBIA CONTRARIAN CORE(50.00%)	1,360.628	171-XXX259	29,226.29	2
US Mid Cap Growth	EL TOUR SERVICE DE COMPANION DE			48,558.31	3
HFMIX	HARTFORD MIDCAP I	1,927.682	171-XXX259	48,558.31	3
US Mid Cap Value				46,242.05	3
JMVSX	JPMORGAN MID CAP VALUE I	1,418.903	171-XXX259	46,242.05	3
US Small Cap Growth				60,098.00	4
AGOZX	ALGER SMALL CAP FOCUS Z	3,401.132	171-XXX259	60,098.00	4.
US Equities Other				51,962.52	4
ANWFX	AMERICAN NEW PERSPECTIVE F2(50.81%)	490.096	171-XXX259	18,388.40	1.
PRJZX	PGIM JENN GLBL OPPORTUNITIES Z(50.00%)	589.462	171-XXX259	12,319.76	0
TIBIX	THORNBURG INV INC BUILDER I(34.00%)	1,052.717	171-XXX259	21,254.36	1
ternational Equities				224,426.35	17.

WEALTH MANAGEMENT **ASSET ALLOCATION**

TATE OF NEVADA DIVISION OF M	USEUMS			As of December 31, 2018 R	eporting Currency: USE
ASSET ALLOCATION (Continued)					
Symbol/CUSIP	Security Description	Quantity	Account Number	Total Value (\$) 12/31/2018 199.324.04	% of Portfolio 12/31/201: 15.3
ANWFX	AMERICAN NEW PERSPECTIVE F2(49.19%)	474.470	171-XXX259	17,802.12	1.4
BIIEX	BRANDES INTERNATIONAL EQ I	2,180.741	171-XXX259	34,281.25	2.0
GOGIX	JOHN HANCOCK INTL GROWTH I	1,652.387	171-XXX259	39,145.05	3,
LCOIX	LEGG MASON CLRBDGE INTL SMCP I	2,146.772	171-XXX259	25,224.57	1.9
OAYIX	OAKMARK INTERNATIONAL ADVISOR	1,883.631	171-XXX259	38,482.58	3.6
PRJZX	PGIM JENN GLBL OPPORTUNITIES Z(33.00%)	389.045	171-XXX259	8,131.04	0.0
TIBIX	THORNBURG INV INC BUILDER I(58.00%)	1,795.812	171-XXX259	36,257.44	2.1
Emerging & Frontier Mkt				26,691.81	2.
Emerging Mkt Equities Oth				26,691.81	2.
NFFFX	AMERICAN NEW WORLD F2	393.686	171-XXX259	22,503.09	1.
PRIZX	PGIM JENN GLBL OPPORTUNITIES Z(17.00%)	200.417	171-XXX259	4,188.72	0.3
Fixed Income & Preferreds				406,539.04	31.3
US Fixed Income Taxable				370,033.02	28.5
Intermed Term Govt/Corp				81,987.01	6.3
GIUSX	GUGGENHEIM INVEST GR BOND INST	4,472.832	171-XXX259	81,987.01	6.3
US Taxable Core				288,046.01	22.1

Page 12 of 17 **ALLOCATION & INCOME**

ASSET ALLOCATION

STATE OF NEVADA DIVISION OF MUSEUMS

As of December 31, 2018 | Reporting Currency: USD

ASSET ALLOCATION (Continued)					
The same of the sa				Total Value (\$)	% of Portfoli
Symbol/CUSIP	Security Description	Quantity	Account Number	12/31/2018	12/31/201
US Taxable Core (Continued)				288,046.01	22.1
GOBIX	BRANDYWINEGLOBAL GLB OPP BD I(63.00%)	2,378.302	171-XXX259	23,521.40	1.8
HWDIX	HARTFORD WORLD BOND ((46.00%)	1,842.717	171-XXX259	19,330.10	1.5
MAHQX	BLACKROCK TOTAL RET I	7,143.833	171-XXX259	80,153.81	6.2
PDBZX	PGIM TOTAL RETURN BOND Z	5,783.152	171-XXX259	80,443.64	6.2
TIBIX	THORNBURG INV INC BUILDER I(8.00%)	247.698	171-XXX259	5,001.03	0.4
WACPX	WESTERN ASSET CORE PLUS BD I	7,100.449	171-XXX259	79,596.03	6.1
Intl Fixed Income				36,506.02	2.8
Intl Core Fixed Income	- 10 12 0 - 12 0 40 F - 12 0 0 - 10 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0			36,506.02	2.8
GOBIX	BRANDYWINEGLOBAL GLB OPP BD I(37.00%)	1,396.780	171-XXX259	13,814.16	1.1
HWDIX	HARTFORD WORLD BOND I(54.00%)	2,163.190	171-XXX259	22,691.86	1.7
Afternatives				193,484.13	14.9
Real Assets				72,472.80	5.6
Real Estate/REITs				72,472.80	5.6
CSDIX	COHEN & STEERS REAL EST SECS I	2,792.869	171-XXX259	40,301.10	3.1
PURZX	PGIM GLOBAL REAL ESTATE Z	1,459.034	171-XXX259	32,171.70	2.5
Absolute Return Assets				121,011.33	9.3
TOTAL PORTFOLIO				1,300,467.26	100.0

Prepared on January 10, 2019 | Reporting Currency: USD

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.

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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 an aggregated 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

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during 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: a) is included as a service to you, and certain transactions may not be reported; a) 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; a) may not reflect actual shares, share prices, or values; a) 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.

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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 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.

Interests in alternative investment products are offered pursuant to the terms of the applicable offering memorandum, are distributed by Morgan Stanley Smith Barney LLC and certain of its affiliates, and (1) are not FDIC-insured, (2) are not deposits or other obligations of Morgan Stanley or any of its affiliates, (3) are not guaranteed by Morgan Stanley and its affiliates, and (4) involve investment risks, including possible loss of principal. Morgan Stanley Smith Barney LLC is a registered broker-dealer, not a bank.

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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.

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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.

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).

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.

Agenda item 9e2

Division of Museums & History
Fiscal Year 2019
Morgan Stanley Investment Accounts
Summary For Month Ending October 31, 2018

Monthly Statement						Disbursement to Museums										
DATE	ACCOUNT	CASH	MMF	STOCKS	TOTAL	Board Use	NSMLV	NHS	LCM	NSM	Bretzioff	NSRM	EERDM	BCRRM	TOTAL	
											Endowment					
Oct-18 17	71-101256-040 (BRANDES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Oct-18 17	71-044095-040 (AAA)	45,604,73	7,914,07	0.00	53,518.80	-15,379.10	1,147.98	2,426.82	16,271.92	4,569.05	0.00	23,177.64	5,617.56	307.62	53,518.80	
Oct-18 17	71-046543-040 (AAA-WHV	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.01	0.00	0.00	0.00	0.00	0.00	0.00	
Oct-18 17	71-101259-040 (BSA-UMA)	0.00	10,375.45	1,277,759.67	1,288,135.12	-52,006.00	60,268.70	265,962.92	474,181.29	136,042.23	186,494.94	110,180.49	50,406.33	4,598.22	1,288,135.12	
To	otal	\$45,604.73	\$18,289.52	\$1,277,759.67	\$1,341,653.92	-\$67,385.10	\$61,416.68	\$268,389.74	\$490,453.22	\$140,611.28	\$186,494.94	\$133,358.34	\$56,023.89	\$4,905.84	\$1,341,653.92	
	I	Private Funde	Held in the To	reasurer's Acco	unt	ВМН	NSMLV	NHS	LCM	NSM	DMH	NBRM				
				52,453.29	48,365.60	1,969,439.10	68,097.22	423,361.06	29,304.80	261,102.34			2,852,123.41			
										As of	10/31/2018	Total Combin	ed Funds		\$4,193,777.33	

Division of Museums & History Fiscal Year 2019 Morgan Stanley Investment Accounts Summary For Month Ending November 30, 2018

Monthly Statement							Disbursement to Museums										
DATE	ACCOUNT	CASH	MMF	STOCKS	TOTAL	Board Use	NSMLV	NHS	LCM	NSM	Bretzloff	NSRM	EERDM	BCRRM	TOTAL		
											Endowment						
Nov. 10 171	-101256-040 (BRANDES)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
	I-044095-040 (AAA)	45,611.32	7,914.07	0.00	53,525.39	-15,379.10	1,148.12	2,427,12	16,273.91	4,569.61	0.00	23,180.70	5,618.25	307.66	53,525.39		
	I-046543-040 (AAA-WHV)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
	-101259-040 (BSA-UMA)	0.00	10,376.73	1,290,762.21	1,301,138.94	-52,006.00	60,877.12	268,647,84	478,968.19	137,415,59	188,377.62	111,292.77	50,915.18	4,644.64	1,301,138.94		
Tot	al	\$45,611.32	\$18,290.80	\$1,290,762.21	\$1,354,664.33	-\$67,385.10	\$62,025.24	\$271,074.95	\$495,242.10	\$141,985.20	\$188,377.62	\$134,473.47	\$56,533.43	\$4,952.30	\$1,354,664.34		
	Private Funds Held in the Treasurer's Account					BMH 41,785.41	NSMLV 53,563.71	NHS 1,968,194.56	LCM 77,660.78	NSM 391,832.65	DMH 29,108.07	NSRM 213,278.92			2,775,424.10		
									As of	11/30/2018	Total Combin	ed Funds		\$4,130,088.44			

Division of Museums & History Fiscal Year 2019 Morgan Stanley Investment Accounts Summary For Month Ending December 31, 2018

			Monthly	Statement		Disbursement to Museums										
DATE	ACCOUNT	CASH	MMF	STOCKS	TOTAL	Board Use	NSMLV	NHS	LCM	NSM	Bretzloff	NSRM	EERDM	BCRRM	TOTAL	
											Endowment					
											10000		23/72	19800		
Dec-18 171	I-101256-040 (BRANDES)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Dec-18 171	1-044095-040 (AAA)	45,618.13	7,914.07	0.00	53,532.20	-15,379.10	1,148.27	2,427.42	16,275.98	4,570.19	0.00	23,183.65	5,610.97	307.70	53,532.20	
Dec-18 171	I-046543-040 (AAA-WHV)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Dec-18 171	1-101259-040 (CGA-AAA)	0.00	10,378.05	1,236,556.74	1,246,934.79	-52,006.00	58,341,04	257,456.24	459,014.85	131,690.99	180,530.00	106,656.43	48,794.11	4,451.15	1,246,934_79	
Tol	tal	\$45,616.13	\$18,292.12	\$1,236,556.74	\$1,300,466.99	-\$67,385.10	\$59,489.31	\$259,883.66	\$475,290.84	\$136,261.19	\$180,530.00	\$129,840.07	\$54,413.07	\$4,758.84	\$1,300,466.99	
Private Funds Held in the Treasurer's Account				BMH 38,450.92	NSMLV 56,466.09	NHS 1,966,411.87	LCM 86,531.10	NSM 369,690.54	DMH 31,078.61	NSRM 416,502.83			2,965,131.96			
										As of	12/31/2018	Total Combin	ed Funds		\$4,265,598,95	

Agenda item 9f1

Board of Museums and History Membership Committee March 2019 Update

- Authority is granted in NRS 381.0045 for the Board of Museums and History to establish categories of and fees for membership in museums in the State of Nevada Division of Museums and History.
- 2. Conducted audit of membership messaging on state website and in collateral distributed by museums.
- 3. Propose following modifications to Membership Policy, following update at full board meeting on current number of memberships in each category:
 - a. Eliminate Student category
 - b. Define Senior category as ages 65 and older
- 4. Propose following modification to Admission Policy:
 - a. Free admission for any person with valid student or school identification
- 5. Items considered but not recommended for action at this time:
 - a. Creation of Veterans and/or Active Duty Military membership categories
- 6. Ask each museum to utilize information from the Membership Policy in all messaging and collateral. Also, ask to include the following:
 - a. Tax deduction information
 - b. Clarification of which membership levels receive Quarterly
 - c. Reinforce that membership includes free admission to all museums within the system and Las Vegas Springs Preserve
 - d. Define that membership includes 15% discount at all museum system stores
- 7. Staff will work with state designers to explore creation of standardized membership card for easier identification when members visit museums within the system (samples attached).
- 8. Online membership signup and renewals will launch following implementation of changes to Membership Policy.
- 9. The committee and museum staff discussed challenges regarding membership renewals. The State of Nevada does not allow any storage of credit card information, so automatic renewals by staff are not an option.

Current Membership Levels, Costs

	NSMCC	NSMLV	NSRMCC	NSRBC*	EERD*	NHS	LCM
Individual	\$35	\$35	\$35	\$45		\$35	\$35
Family	\$60	\$60	\$60	\$60		\$60	\$60
Senior (65 and older)	\$20	\$20				\$20	\$20
Senior (62 and older)			\$20	\$30			
Student (18 and younger)			\$20				
Student (undefined)	\$20					\$20	\$20
Senior Couple			\$40				
Senior Family				\$45			
Sustaining	\$100	\$100	\$100			\$100	\$100
Contributing	\$250	\$250	\$250			\$250	\$250
Patron	\$500	\$500	\$500			\$500	\$500
Benefactor	\$1,000	\$1,000	\$1,000			\$1,000	\$1,000
Lifetime (one-time)			\$1,200				
499 Club (additional \$499)				I IXI		\$499	EJE.

^{*} NSRBC: Members join/support the Friends of the Nevada Southern Railway, Inc. East Ely RR does not have a membership program.

Basic Benefits

	NSMCC	NSMLV	NSRMCC	NSRBC*	EERD*	NHS	LCM
Free admission to all museums	X		X	X		X	X
Free admission to museums, Springs		X					
Quarterly (except for senior, students @ \$35)	X	X				X	X
50% off standard RR rides	X		X			X	X
Unlimited train rides (excluding events)				X			
Invitation to events	X	X				X	X
E-mail newsletter	X					X	X
15% discount in museum stores	X					X	X
10% discount in museum stores		X					
15% discount in museum's own store			X	X			
Advance notice of merchandise in store							X
Can join Friends group	X						

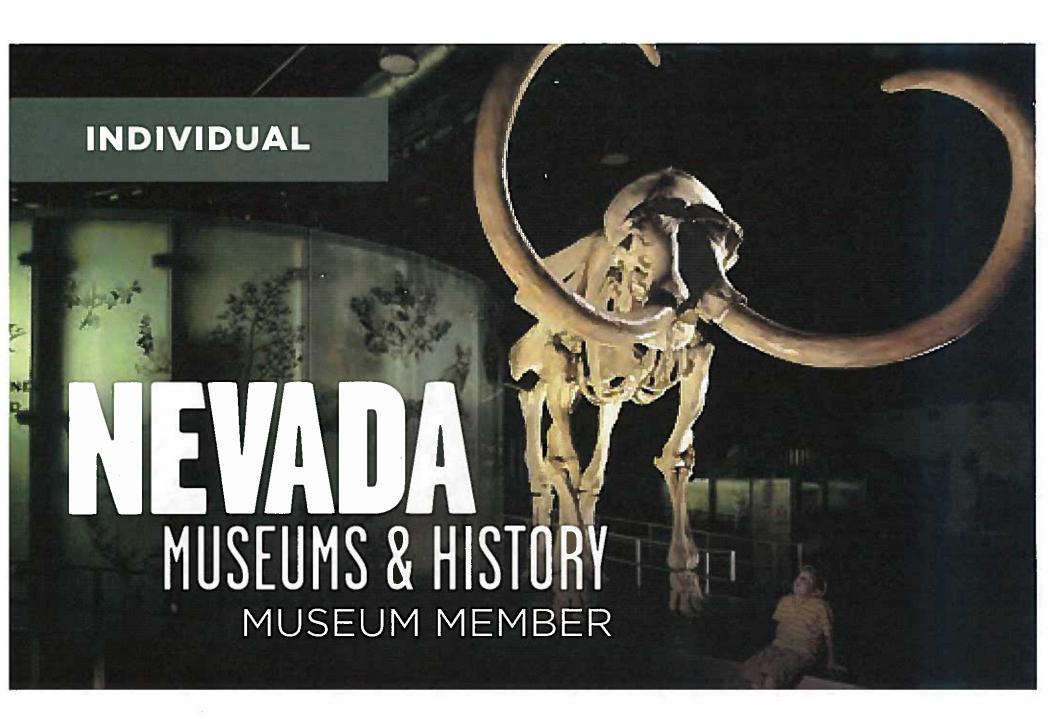
^{*} NSRBC: Members join/support the Friends of the Nevada Southern Railway, Inc. East Ely RR does not have a membership program.

Higher-Level Benefits

	Sustaining	Contributing	Patron	Benefactor
NSMCC	4 guest passes	6 guest passes	6 guest passes Curator's tour	6 guest passes CC Medallion Recognition Wall placement Curator's tour
NSMLV	Not defined	Not defined	Not defined	Not defined
NSRMCC*	3 guest passes to museum 3 guest passes to Steam Train or Motor Car	5 guest passes to museum 5 guest passes to Steam Train or Motor Car	 10 guest passes to museum 10 guest passes to Steam Train or Motor Car Curator's tour 	 20 guest passes to museum 20 guest passes to Steam Train or Motor Car Curator's tour Personalized brick on Memorial Walkway
NSRBC**	Not offered	Not offered	Not offered	Not offered
EERD**				
NHS*	Not defined	Not defined	Not defined	Not defined
LCM	4 guest passes	6 guest passes	6 guest passesFee waiver for special eventsCurator's tour	 6 guest passes Fee waiver for special events Curator's tour Curator's workshop 20 raffle tickets for Holiday Open House fundraiser

[•] NSRMCC offers Lifetime Membership and NHS offers 499 Club. Additional benefits are not defined for either on website or signup form.

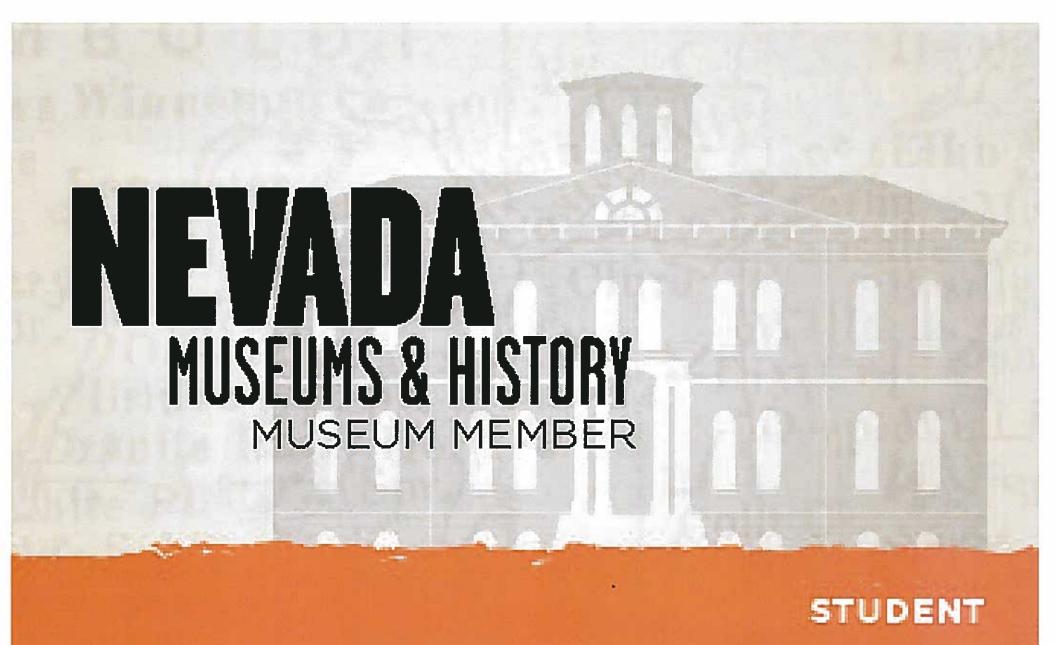
^{**} NSRBC: Members join/support the Friends of the Nevada Southern Railway, Inc. Higher "Sponsorship" levels have been discussed. East Ely RR does not have a membership program.











MUSEUM MEMBER

INDIVIDUAL



NESEUMS & HISTORY MUSEUM MEMBER

FAMILY

MUSEUM MEMBER

SUSTAINING

NESTADA MUSEUMS & HISTORY MUSEUM MEMBER

CONTRIBUTING

NESEUMS & HISTORY MUSEUM MEMBER

PATRON

MUSEUM SEUM MEMBER

BENEFACTOR

Agenda item 9g1

Nevada Museums & History Museum Store Committee

March 2019 Update

Survey, committee meeting findings, ideas

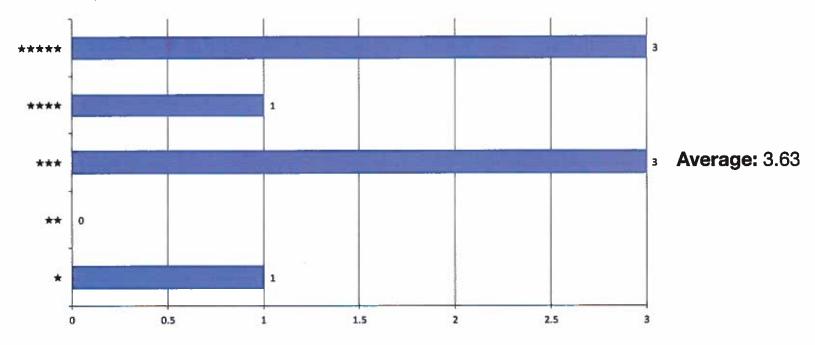
- Additional training on point-of-sale system
- Travel Nevada or "only in Nevada" merchandise
- Online retail component
- More frequent attendance by staff at relevant conferences or trade shows
- Information sharing between museum store staff
- Possibility of bulk purchasing between museums to achieve better pricing
- Idea of outsourcing store operations or utilizing unmanned vending machines
- Second-quarter plan is to facilitate another committee call and to encourage ongoing discussion and information sharing between museums

Responses by museum

- No responses
 - Railroad Museum BC, East Ely Railroad Depot
- One response
 - Nevada State Museum CC, Nevada State Museum LV, Nevada Historical Society
- Two responses
 - Railroad Museum CC
- Three responses
 - Lost City

Point-of-sale system

How would you rate the current point-of-sale system?



Do you think additional training for managers and users would be beneficial for the point-of-sale system?

Yes: 62% No: 38%

Store inventory

What do you think of the store's prices?

About right: 100%

Other options: Much too high, too low, much too low

What changes would you make to the store's inventory, keeping in mind the goal of supporting the museum's educational mission?

Diversify the Native American suppliers. We would like different jewelry products from more artisans so the look of the jewelry we sell is more unique. These contacts are difficult to find. Just would like to carry more unique items. We are always looking for vendors who are willing to go through the paperwork required and sell to us wholesale.

At my request, the store at the NHS has undergone severe inventory changes over the past few years due to our lack of "walk by" foot traffic. I have streamlined the store to move away from non-essential trinkets and have focused on an increase of historical books with minimal tourist offerings. I also eliminated the children's offerings of books and toys as they do not move well enough to justify the space they took up. While we do give numerous elementary school tours, the children generally do not come into the store to make purchases. That said, if we do relocate to a downtown centralized location, all of the above may need to be readdressed.

I plan on developing custom products that will directly relate to our new, upcoming exhibit on the 150th Anniversary of the Transcontinental Railroad. I would like to have more custom NSRM products overall, but it is difficult with our current budgeting process. With a limited amount of funds to spend each fiscal year, I have to choose between keeping the standard, must-have items that always sell well, or dropping the inventory on these items in order to have money to spend on new NSRM custom products.

Our store represents a wide variety of educational segments. We also support the Native American craftsmen and artist. We have a very balanced selection.

It is not the inventory. This store is not inviting. You will not miss anything, there is no "experience," no music, no videos, "hands on" to engage guests. I would guess that about 75% of our visitors do not enter the store.

More science-related K-12 toys

I have already made changes to reflex a 5% profit margin increase on most non book items. This brings us closer to a 55% average margin. Any higher would be gouging the customers which I have no desire to do.

Attracting visitors to the stores

What are some ideas you have on ways to improve the store's appeal to visitors?

We are currently looking into the cost to update our store. The look is a little dated.

Merchandise that
Department of Tourism has
"flaunted' "Don't Fence
Me" mugs This is cute
merchandise that would be
a "stop in" enticement.

The store's position in the middle of the museum is inconvenient because guests can't see through it to the galleries. It makes the museum look smaller than it is. The store is crowded in terms of space behind the counter for employee use and around support beams on the floor. The display equipment is outdated, which makes the store appear older. I think that better display furniture would invite guests to linger in the store and improve the quality of workspace for our staff.

My ultimate goal is to re-model our store completely, to extend the visitor's museum experience into the retail area. Which would include but is not limited to: Getting rid of the current cash wrap area that makes almost 25% of the store's square footage unusable. Re-configuring the current floor plan, moving the cash wrap to the back (south end) of the store, creating free-standing display areas to improve traffic flow and merchandising appeal throughout the store. Taking down the west wall so that the store is open onto the platform. Adding a "Book Nook" to the south end of the store, for all of the books, creating more merchandising space for the rest of the store, and creating an environment welcoming visitors to linger and browse books (which we currently DO NOT have due to the cash wrap lay-out). Redesigning the aesthetics of the store to make it look like a mercantile shop from the early 1900's. This would create a fun and dynamic atmosphere, inviting visitors into the retail area, extending their museum experience into the store and supporting the museum's mission.

I have pretty much gotten the store, presently, to be about as appealing as it can be by creating more of a "book nook" presence in the store with some Nevada history relevant tourist items. I would like to incorporate more local artists' offerings, especially including local Native American, but the expense of these items exceeds the current budget in place for the NHS store. The current budget is fine for the present inventory. Again, a relocation to downtown would change these dynamics considerably.

Update the bones of the store. Outdated, but still functional.

Remodel layout to have more display, sales areas As far as our store image, I have received many compliments on our product display and overall feel of the store. Customers comments like "You have such a nice store and really great items." Including items made in Nevada and name-dropped packaging. Some slight changes are being made but mostly in bringing in new merchandise or rotation of existing product.

Efficiency

Do you have any thoughts on how to make the store more efficient?

We are currently brainstorming ways to invite more volunteer involvement in the store. If we have volunteers assisting visitors, staff would have more time to research new products for the store.

Place register where the operator can view the whole store. 40-50% of the store is out of direct view of the register operator.

Provide access to the system on the 2nd P.C in the store to work on Purchasing/Receiving, adding new Items etc. This is all being done on the P.O.S station and can cause a delay for the guest and accuracy issues moving from the register to other departments in the system.

#1 - The current store lay-out is entirely inefficient. The over-sized cash wrap area right in the middle of the store creates a "racetrack" effect, which restricts the amount of merchandising space to the perimeter of the store and the traffic flow gets clogged. If a customer wants to stop and look at an item, other customers cannot get through, which can result in them getting frustrated and leaving the store. Even without a complete remodel, the store layout could be greatly improved with the building of the "Book Nook", moving the cash wrap and back office door, and investing in some free-standing display racks.

#2 - I'm not sure if the store budgeting process could be improved or if store managers just need a better understanding of the budget. I do know that my store inventory flow could be improved if my budget was more fluid, allowing me to purchase more than usual when needed - depending on what is going on with museum exhibits & events and keeping a strong inventory of my standard items at the same time.

We have currently set up a quarterly store meeting with myself, director and two part time store staff. Currently the two store staff don't ever work together. We are hoping this sit down and communicating with sharing of ideas will help our store to become more efficient. Our first meeting is Jan. 30.

After the severe inventory cuts I implemented over the past few years, and with the present POS system, I feel the NHS store is very efficient.

Inventory levels are often so restricted because of budgets. there should be a 'standard' amount of monies quarterly for reinvestment.

For the most part the store runs smoothly, but it would be very nice to have the part-time assistant position, that was transferred to fund a membership/fundraising position under the director, reinstated as it is difficult to keep Sundays, holidays and vacations staffed by volunteers which I am greatly dependent on.

Final thoughts

Do you have any other suggestions or ideas to include here?

More training on store cash flow and budgets

Yes, printing of our price tags is extremely wasteful! The system will run 20 or so blanks prior to printing tags. Promotions! I have started doing in-store promotions during our big train operating weekends that encourage visitor's who may be here just to ride the train, to come into the store. And they are working! I'm wondering if the Division, or even the Dept. of Tourism could develop, or help the museum stores develop, more state-wide advertising and promotions.

Again, new ideas and suggestions will be plenty if we relocate to downtown Reno in a more conspicuous and tourist saturated area. The store presently offers inventory which aligns with its' clientele and also hosts a monthly book signing and lecture series for authors.

How about a t-shirt etc. that all museums carry, you know, "Don't Fence Me." We have to have a booklet that describes the exhibits. Lots of requests for that.

Our store is unique in that we carry mostly Native American items and they are not purchased from a catalog. Currently we only carry items that people are willing to bring to our store for us to sort through and purchase. Having some travel money in the store budget to purchase items would be great in expanding what we carry. We do have a company that we buy native jewelry and crafts from. They are located in St George Utah currently we select from what they can fit in their car. We would have so much better selection to choose from if we could go to their shop a couple times a year. Even though this is out of state it is only 70 miles from us. Without this option our choices become limited.

Yes, I would like to propose that the store managers are given an educational budget to attend conferences that are directly related to retail stores (i.e. products, sales and managing). Also it would be very beneficial to state museum stores if the Nevada Museum Association (NMA), Western Museum Association (WMA) and other museum conferences would have speakers or workshops which addressed the stores. Currently the International Gifts, Exhibits and Souvenirs (IGES) and Museum Store Association (MSA) conferences are the only ones that are directly related to retail and they are usually out-of-state and mostly on the East Coast. I have submitted proposals for Mr. Paul Erickson, who is very well versed in all aspects of retail and who is thus far the best speaker I have heard, to speak at both WMA and NMA but it wasn't approved, which is really too bad. I would like to have been able to hear more about his experience and advice for retailers in today's society. If museum store managers were to be given the opportunity to attend conferences even every other year, rather than 2 every 15 years, it would make a huge difference in productivity and profitability not to mention morale. Retail changes constantly and it would be wise to stay informed.

NEVADAMUSEUMS & HISTORY



Date:

January 10, 2019

To:

Peter Barton, Administrator

Division of Museums and History

Through:

Dennis McBride, Museum Director

Nevada State Museum, Las Vegas

From:

Carrie Edlefsen, Administrative Services Officer

Division of Museums and History

Subject:

Private Funds Budget Adjustments - NSMLV - BA 5039

Approval for the below stated budget adjustment is being requested for SFY 2019:

BA 5039 – Nevada State Museum Las Vegas Dedicated Trust Fund Revenue Authority Changes

Expenditure Authority Changes -

Category	<u>Description</u>	Approved Authority	Change	Adjusted Authority
49	Museum Store	\$ 15,252	\$ 5,000	\$ 20,252
48	Board Appr. Spec Proj.	\$ 25,547	(\$ 5,000)	\$ 20,547

Justification: This budget change is requested to increase authority in Category 49, Store Sales in the amount of \$5,000 to allow for the purchase of additional store inventory with offsetting reduction in authority in Category 48, Board Approved Special Projects.

The museum store in the Nevada State Museum Las Vegas has seen an increase in sales which has resulted in additional inventory purchases to maintain stock within the store. Currently Category 49 has been depleted requiring an increase in authority to sustain inventory levels through March 2019 at which time an additional request will be submitted to the Board of Museums and History.

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

Bets Barton Administrator

Date

Agenda item 10b1





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March 20, 2019

To:

Board of Museums and History

Through:

Peter Barton, Administrator

Division of Museums and History

From:

Carrie Edlefsen, Administrative Services Officer

Division of Museums and History

Subject:

Private Funds Budget Adjustments - NSM - BA 5036

Approval for the below stated budget adjustment is being requested for SFY 2019:

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

<u>RGL</u>	<u>Description</u>	Original Authority	Change	Adjusted Authority
3872	Charges for Services- Coin Press	\$ 45,000	\$ 23,000	\$ 68,000
Expenditur	e Authority Changes –			
		<u>Original</u>		Adjusted
Category	<u>Description</u>	Authority	<u>Change</u>	<u>Authority</u>
50	Coin Press	\$ 40,115	\$ 23,000	\$ 63,115

Justification:

The purpose of this budget change request is to increase authority in RGL 3872, Charges for Services-Coin Press to allow for continued receipt of revenue received through the Coin Press Program. As of December 31st current authority has been exceeded and receipt of additional revenue is anticipated through the end of the fiscal year. An offsetting authority increase is requested in Category 50, Coin Press. Additional expenditure is anticipated through the end of the fiscal year as the Coin Press program prepares for the sesquicentennial celebration of the Coin Press occurring in the next fiscal year.

Please sign below to signify your approval of this additional ch	ange to the budget.	
Chairman of the Board of Museums and History	Date	





Date:

March 20, 2019

To:

Board of Museums and History

Through:

Peter Barton, Administrator

Division of Museums and History

From:

Carrie Edlefsen, Administrative Services Officer

Division of Museums and History

Subject:

Private Funds Budget Adjustments - NSRMCC - BA 5037

Approval for the below stated budget adjustment is being requested for SFY 2019:

BA 5037 – Nevada State Railroad Museum Dedicated Trust Fund Revenue Authority Changes

		Original		Adjusted
RGL	<u>Description</u>	Authority	Change	Authority
4251	Gifts and Donations	\$ 5,713	\$200,000	\$205,713
Expenditur	e Authority Changes –			
Category	<u>Description</u>	Original Authority	Change	Adjusted Authority
48	Board Appr. Special Projects	\$ 72,365	\$200,000	\$272,365

Justification:

The purpose of this budget change request is to increase authority in RGL 4251 - Gifts and Donations to accept an unrestricted donation (bequest) in the amount of \$200,000 to the Nevada State Railroad Museum from the Vera Silberstein Gift Trust. An offsetting authority increase is requested in Category 48 - Board Approved Special Projects. As specified in Article 5.3 section (b)11 of the Vera Silberstein Gift Trust and Exhibit B section 2 (6), funds are to be distributed to the Nevada State Railroad Museum Carson City for general purposes.

Please sign below to signify your approval of this additional change to the budget.				
Robert Stoldal, Chairman of the Board of Museums and History	Date			





Date:

March 20, 2019

To:

Board of Museums and History

Through:

Peter Barton, Administrator

Division of Museums and History

From:

Carrie Edlefsen, Administrative Services Officer

Division of Museums and History

Subject:

Private Funds Budget Adjustments - NSRMCC - BA 5037

Approval for the below stated budget adjustment is being requested for SFY 2019:

BA 5037 - Nevada State Railroad Museum Dedicated Trust Fund Revenue Authority Changes

RGL	Description	Original Authority	Change	Adjusted Authority
4265	Private Grants	\$ 12,000	\$ 5,000	\$ 17,000
Expenditur	e Authority Changes –	<u>Original</u>		Adjusted
Category	Description	Authority	Change	Authority
55	Restricted Projects	\$ 17,311	\$ 5,000	\$ 22,311

Justification:

The purpose of this budget change request is to increase authority in RGL 4265, Private Grants to allow for continued receipt of restricted donations. As of December 31st current authority has been exceeded and receipt of additional revenue is anticipated through the end of the fiscal year. An offsetting authority increase is requested in Category 55, Restricted Projects, as restricted donations received require exact amount authority for expenditure of those funds.

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Robert Stoldal, Chairman of the Board of Museums and History		Date

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

NEVADAMUSEUMS & HISTORY



Date:

March 20, 2019

To:

Board of Museums and History

Through:

Peter Barton, Administrator

Division of Museums and History

From:

Carrie Edlefsen, Administrative Services Officer

Division of Museums and History

Subject:

Private Funds Budget Adjustments - NSRMCC - BA 5037

Approval for the below stated budget adjustment is being requested for SFY 2019:

BA 5037 – Nevada State Railroad Museum Dedicated Trust Fund Revenue Authority Changes

<u>RGL</u>	Description	Original Authority	Change	Adjusted Authority
KOL	Description	Authority	Change	Authority
4025	Merchandise Sales	\$100,000	\$12,150	\$112,150
Expenditure	e Authority Changes –			
		Original		Adjusted
<u>Category</u>	<u>Description</u>	<u>Authority</u>	Change	Authority
45	Museum Store	\$113,915	\$ 6,075	\$119,990
48	Board Appr. Special Proj.	\$ 7,776	\$ 6,075	\$ 13,851

Justification:

This budget change is requested to increase authority in Revenue GL 4025, Merchandise Sales with offsetting increases in Expenditure Categories 48, Board Approved Special Projects and 45, Museum Store. These funds have are being requested to allow the museum Store to purchase and sell items specifically related to the 150th anniversary of the Transcontinental Railroad. The Museum anticipates tremendous interest in this event and will take full advantage of opportunities this presents.

These funds will be spent as follows:

NSRM PUBLICATIONS	\$700
POSTCARDS	\$350
150th LOGO SOUVINERS	\$450

Kalmbach Publishing DVD's & Magazine	\$400
BOOKS	\$800
OTHER/MISC. (Shirts, posters, magnets, etc)	\$3,375
Total	\$6,075

The purpose of the split between the two expense categories is to accommodate the needed expenditure offset caused by the standard "keystone" pricing method whereas merchandise is marked double the wholesale cost of the product, i.e. for every \$1 spent \$2 is earned. The expenditure authority increase in category 48 will be held for future needs as determined by the Board.

Please sign below to signify your approval of this additional change to the budget.				
Robert Stoldal, Chairman of the Board of Museums and History	Date			





Date:

March 20, 2019

To:

Board of Museums and History

Through:

Peter Barton, Administrator

Division of Museums and History

From:

Carrie Edlefsen, Administrative Services Officer II

Division of Museums and History

Subject:

Private Funds Budget Adjustments - NSMLV - BA 5039

Approval for the below stated budget adjustment is being requested for SFY 2018:

BA 5039 - Nevada State Museum Las Vegas Dedicated Trust Fund **Revenue Authority Changes**

<u>RGL</u>	<u>Description</u>	Approved Authority	<u>Change</u>	Adjusted Authority
4025	Merchandise Sales	\$ 37,077	\$20,000	\$ 57,077
Expenditur	e Authority Changes –			
<u>Category</u>	Description	Approved Authority	<u>Change</u>	Adjusted Authority
Category	<u>Description</u>	Authority	Change	Authority
49	Museum Store	\$ 20,252	\$ 10,000	\$ 30,252
48	Board Appr. Spec Proj.	\$ 20,547	\$ 10,000	\$ 30,547

Justification: This budget change is requested to increase authority in Revenue GL 4025, Merchandise Sales with offsetting increases in Expenditure Categories 48, Board Approved Special Projects and 49, Museum Store. The museum store in the Nevada State Museum Las Vegas has seen an increase in sales which has resulted in additional inventory purchases to maintain stock within the store. Authority in Category 49 is projected to be depleted prior to the end of the fiscal year requiring an increase in authority to sustain inventory levels through the end of the current fiscal year and the beginning of the new fiscal year.

Please sign below to signify your approval of this additional change to the budget.				
Robert Stoldal, Chairman of the Board of Museums and History	Date			

Governor Administrator Director, Nevada Historical Society

Consent agenda items 11a-c





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Date:	February	10,	2019
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To: Robert Stoldal, Chair

Board of Museums & History

Peter Barton, Administrator From:

New Restricted Donation Re:

The Nevada Historical Society, Reno, has received \$750 from the family of Robert Stoldal for the Nevada Historical Society Phil Earl Memorial Fund. These funds will be held in the State Treasurer's Office and expended out of B/A 5035, Category 55.

Approval:	Date:
Board of Museums and History	· / / / / / / / / / / / / / / / / / / /

7758 V	ERT STOLDAL VILLOW COVE CIRCLE EGAS, NV 89129-5512	1-22-1	
	(to the) DIVISION OF MUSEUMS EVEN-HUNDER-AMPRIPH-DOLL		\$ 750 00 Dollars 10 10 10 10 10 10 10 10 10 10 10 10 10
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recent Chree			CELEMAL CASS

STEVE SISOLAK PETER BARTON MYRON FREEDMAN Governor Administrator Director, Nevada State Museum





Memo

Date:

February 22, 2019

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 \$2,000 from Patricia Debunch & Jim Bunch/Eetza Research Associates, LLC, for the Nevada State Museum's Professional Development Fund earmarked on Anna Camp's behalf to attend the 84th Society for American Archaeology Conference. These funds will be held in the State Treasurer's Office and expended out of B/A 5036, Category 55

Approval:	11/1 4		1 x 111	
(Chairman, Board of N	Auseums & History	Date	



From: Patricia Debunch [mailto:eetzaresearchassociates@yahoo.com]

Sent: Wednesday, January 09, 2019 9:05 AM

To: Holly Payson

Cc: Anna Camp; Gene Hattori

Subject: Donation for the Anthropology Fund

Dear Friends.

It is with great pleasure that my husband Jim Bunch and I wish to donate an amount of \$2,000.00 to be place in the "Restricted-Donation Fund" for the Anthropology Department.

We wish these funds to be placed on Anna Camp's behalf for her budget to attend the 84th Society for American Archaeology Conference in Albuquerque, NM in 2019. Anna has provided us with an estimated budget of expenses for this purpose and we have approved it.

In addition, we wish to have the residual amount after her conference expenses from this donation to be placed in an open account exclusively for Anna Camp to be used to purchase research materials in anyway she wishes.

Thank you for your kind time and please let us know if you need anything else from us.

Best, Patti DeBunch and Jim Bunch

Eetza Research Associates, LLC. 13125 Brush Lane Reno, NV 89511

775.815.7969 & 775.842.4661 <u>EetzaResearchAssociates@yahoo.com</u> www.eetza.com





Memo

January 9, 2019

To:

Eetza Research Associates, LLC.

From:

Myron Freedman, Director, Nevada State Museum

Re:

\$2,000 restricted donation

Eetza Research Associates, LLC., donates \$2,000 to the Nevada State Museum's restricted Professional Development Fund for the exclusive use of Anna Camp to attend the 84th Society for American Archaeology Conference in Albuquerque, NM in 2019. Any remaining funds after conference expenses shall be used exclusively by Anna Camp for purchase of research materials.

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

Thank you for your support!

Patricia DeBunch/James Bunch

Myron Freedman, Director, Nevada State Museum

Date |

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

NEVADAMUSEUMS & HISTORY



January 9, 2019

Eetza Research Associates, LLC. 13125 Brush Ln Reno, NV 89511

Attn: Patricia DeBunch & James Bunch

Dear Ms. DeBunch & Mr. Bunch:

On behalf of the Nevada State Museum and the Board of Museums and History I wish to thank the Eetza Research Associates, LLC., for the generous donation of \$2000 made to the Nevada State Museum's restricted Professional Development Fund for the exclusive use of Anna Camp to attend the 84th Society for American Archaeology Conference in Albuquerque, NM in 2019.

Per your instructions, any funds remaining from this \$2,000 donation after the conference expenses have been deducted will be transferred into a restricted Anthropology fund for Ms. Camp's usage to purchase research materials.

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.

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Myron Fileedman, Museum Director

cc: Gene Hattori Anna Camp

NEVADA MUSEUMS & HISTORY



Memo

Date:

February 22, 2019

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 \$500 from Don & Kay Fowler for the Nevada State Museum's Anthropology Collections Care Fund. These funds will be held in the State Treasurer's Office and expended out of B/A 5036, Category 55

Approval:	111 111		1800/ //	
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	Chairman, Boar	d of Museums & History	Date	





Memo

January 9, 2019

To:

Don & Kay Fowler

From:

Myron Freedman, Director, Nevada State Museum

Re:

\$500 restricted donation

Don & Kay Fowler donates \$500 to the Nevada State Museum's restricted Anthropology Collection Care Fund.

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

Thank you for your support!

Don Fowler/Kay Fowler

Date

Myron Fleedman, Director, Nevada State Museum

Dafe

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





January 9, 2019

Don & Kay Fowler 3695 Royer Ct. Reno, NV 89509-7431

Dear Mr. & Mrs. Fowler:

On behalf of the Nevada State Museum and the Board of Museums and History I wish to thank you for the generous donation of \$500 made to the Nevada State Museum's Anthropology Collection Care Fund.

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

Sincerely,

Myron Reedman, Museum Director

cc: Gene Hattori