



NOTICE OF PUBLIC MEETING & AGENDA

Board of Museums and History

Friday, September 24, 2021, 8:00 AM

Meeting Location

Per the Governor's directive to distance socially during the COVID-19 pandemic, the meeting will be accessible via electronic devices (certain cell phones, iPads and computers) connected to the internet with listening and microphone capabilities. Video camera capability will also allow users to watch others in the meeting who are also using a video camera. A physical location will also be available at the Nevada State Museum at 600 N. Carson St.

To Join the Meeting electronically via Zoom conference

Topic: Board of Museums and History Meeting

Topic: Board of Museums and History Zoom Meeting
Time: Sep 24, 2021 08:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/89898374547>

Meeting ID: 898 9837 4547

One tap mobile

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Dial by your location

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Meeting ID: 898 9837 4547

Find your local number: <https://us06web.zoom.us/j/89898374547>

Zoom conference is open and accessible to the public using capable electronic devices.

**

+ = WRITTEN REPORT IN BOARD MATERIALS

- Action may be taken on those items denoted “For possible action”.
- Public comment will be allowed after discussion of each action item on the agenda but before voting on the item. Because of time considerations, the period for public comment may be limited to 3 minutes at the discretion of the chair, and speakers are urged to avoid repetition of comments made by previous speakers.
- Meetings are audio-recorded and transcribed as part of the public record. Speakers must identify themselves before speaking.

1. CALL TO ORDER AND CONFIRMATION THAT THE MEETING WAS PROPERLY POSTED

2. ROLL CALL AND DETERMINATION OF QUORUM

3. BOARD ANNOUNCEMENTS & MEETING LOGISTICS (Information only)

- 4. PUBLIC COMMENT:** Public comment is welcomed by the Board. A period of public comment will be allowed after discussion of each action item on the agenda, but before voting on the item. Because of time considerations, the period for public comment by each speaker may be limited to 3 minutes at the discretion of the Chair, and speakers are urged to avoid repetition of comments made by previous speakers. Pursuant to Governor Sisolak's Declaration of Emergency Directive 006, Section 2, public comment options may include, without limitation, written public comment submitted to the public body via mail or email.

5. ACCEPTANCE OF MINUTES (For possible action)

- a) June 11, 2021, Special Board Meeting (transcription available on DMH website)
- b) June 18, 2021, Board Meeting (transcription available on DMH website)
- c) August 4 2021, Special Board Meeting (transcription available on DMH website)

6. CALENDAR FOR NEXT MEETING (For possible action)

- a) December 9 & 10, 2021. Southern Nevada location TBD today.
- b) Set dates and possibly locations for March and June 2022, meetings.

7. AGENCY REPORTS (Information and discussion only unless otherwise noted)
 - a) State Historic Preservation Office – Rebecca Palmer, Administrator +
 - b) Department of Tourism and Cultural Affairs – Brenda Scolari, Director
 - c) Division of Museums and History – Myron Freedman, Administrator
 1. Administrator Report. Updates on operations and staffing of museums and DMH.
 2. Proposed FY 2022 Admission Fees + (For possible action)

8. COMMITTEE REPORTS (For possible action)
 - a) Finance, Robert Ostrovsky, Chair
 1. Presentation of Morgan Stanley quarterly investment report for FY 2021, 4th quarter (for possible action) +
 - b) Marketing & Technology, Seth Schorr, Chair (For possible action)
 - c) Museum Store, Jan Peterson, Chair (For possible action)
 - d) Membership, Anthony Timmins, Chair (For possible action)
 - e) East Ely Depot Museum (For possible action)

9. Museum Reports; 2nd Quarter, SFY 2021 (for possible action)
 - a. Nevada Historical Society, Reno +
 1. Acceptance of \$500.00 AAUW donation. + (for possible action)
 2. NHS Quarterly Publication Reconciliation Report. Information only.
 - b. Nevada State Railroad Museum, Carson City +
 - c. Nevada State Railroad Museum, Boulder City +
 - d. East Ely Railroad Depot Museum +
 - e. Nevada State Museum, Carson City +
 1. Acceptance of \$5,000.00 Naumann donation. + (for possible action)
 - f. Lost City Museum, Overton +
 2. Free admission request for Native American Day. + (for possible action)
 - g. Nevada State Museum, Las Vegas +

10. PRIVATE FUNDS BUDGET ADJUSTMENTS (CURRENT YEAR). None.

11. BOARD POLICIES REVIEW (for possible action)
 - a. Policy Governing Preparation, Dissemination and Recording Minutes of the Board of Museums & History +
 - b. Policy Governing Open Meeting Law Compliance +
 - c. Private Funds Budgeting, Expenditure, & General Control Policy & Procedure +

12. BOARD MEMBER COMMENT ON NON-AGENDIZED ITEMS (Discussion only)

13. FUTURE MUSEUM BOARD AGENDA ITEMS

Recommendations by Board members regarding topics for future agenda items for the Board can be made under this agenda item. Discussion on proposals for future Board items shall be limited to whether such proposed items are within the purview of the Board. No discussion regarding the substance of any proposed agenda item shall occur.

14. PUBLIC COMMENT AND DISCUSSION: Public comment is welcomed by the Board. Because of time considerations, the period for public comment by each speaker may be limited to 3 minutes at the discretion of the Chair, and speakers are urged to avoid repetition of comments made by previous speakers. Pursuant to Governor Sisolak's Declaration of Emergency Directive 006, Section 2, public comment options may include, without limitation, written public comment submitted to the public body via mail or email.

15. ADJOURNMENT

NOTICE POSTING LOCATIONS

<https://notice.nv.gov>

<http://museums.nevadaculture.org>

NEVADA DIVISION OF MUSEUMS & HISTORY, 412 E. Musser St., Suite 2. Carson Street, Carson City

NEVADA DEPARTMENT OF TOURISM AND CULTURAL AFFAIRS, 401 N. Carson St., Carson City, Nevada

STATE HISTORIC PRESERVATION OFFICE, 901 South Stewart St., Carson City, Nevada

EAST ELY RAILROAD DEPOT MUSEUM, 1100 Avenue A, Ely, Nevada

NEVADA HISTORICAL SOCIETY, 1650 North Virginia St., Reno, Nevada

NEVADA STATE MUSEUM LAS VEGAS, 309 S. Valley View Blvd., Las Vegas, Nevada

LOST CITY MUSEUM, 721 South Highway 169, Overton, Nevada

NEVADA STATE MUSEUM, 600 North Carson St., Carson City, Nevada

NEVADA STATE RAILROAD MUSEUM, 2180 S. Carson St., Carson City, Nevada

NEVADA STATE RAILROAD MUSEUM, 600 Yucca St., Boulder City, Nevada

The public may acquire this notice and agenda and supporting materials, pursuant to NRS 241.020(2) by contacting Deborah Rabe, Administrative Assistant III, Division of Museums and History, (775) 687-7340 or via email to drabe@nevadaculture.org. Supporting documents are available from the Nevada Division of Museums and History at 412 E. Musser Street, Suite # 2 Street, Carson City, Nevada 89701.

** We are pleased to make reasonable accommodations for members of the public who are disabled and wish to attend the meeting. If special arrangements are necessary, please contact the

Nevada Division of Museums and History by calling (775) 687- 7340 at least two days in advance of the meeting.

Our Vision

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



Board of Museums and History
September 24, 2021 Meeting
Staff Report
September 3, 2021

The Nevada State Historic Preservation Plan 2020-2028 has finally been printed and mailed to you. We have a few remaining copies available for members of public who might wish a hard copy and did not give us their address during the preservation survey.

We are experiencing some difficulties filling a vacant position for the architectural historian reviewer in our Review and Compliance program. This situation is not unique to Nevada, however, as other western SHPOs are also advertising for similar positions in their compliance program. This timing is particularly challenging as the numbers of federally supported stimulus projects is exponentially increasing the workload on my existing small staff.

National Register of Historic Places Nominations

None

Nevada State Register of Historic Places Nominations

None

Listed Properties Since March 2020

Las Vegas High School – Frazier Hall, Las Vegas, Clark County

The NRHP amendment for Las Vegas high school added Frazier Hall to the existing listing. The amendment was signed by the Keeper and listed on July 23, 2021.

Pending Nominations to the National Register

First Church of Christ, Scientist (Lear Theater) NRHP Amendment, Reno, Washoe County

The amendment increases the building's level of significance from local to statewide. In addition, the amendment provides additional documentation about the funding of the church, the selection of the architect, principal donor Luella Garvey, and church member Anna Loomis. The Board approved the amendment during their June 2021 meeting. SHPO staff is finalizing the document for transmittal to NPS.

El Rancho Hotel, Wells, Elko County

The Board approved this nomination during their December 2020 meeting. SHPO staff submitted BMH member comments and edits to the consultant (Nevada Preservation Foundation) on December

9, 2020. The consultant is currently addressing those comments. The City of Wells received an update from the consultant on March 20, 2021 stating that the organization was working on the edits and would keep the City posted on their progress.

Las Vegas High School Historic District, Las Vegas, Clark County

The City of Las Vegas hired Kautz Environmental Consultants, Inc. to list the Las Vegas High School campus as a historic district. The first draft was submitted to SHPO on June 24, 2021. SHPO staff reviewed the nomination and provided comments on July 20, 2021. The consultant performed edits and the second draft was submitted to SHPO on August 5, 2021. SHPO staff is currently reviewing the second draft and will submit comments to the City by September 3, 2021. The high school campus is being nominated under Criteria A and C, with a 1930-1971 period of significance, eight contributing resources, and seven non-contributing resources.

Black Springs Fire Station, Reno, Washoe County

The SHPO has not received an update on this effort since April 2021. At that time Ken Dalton with Our Story, Inc. and consultants Dr. Alicia Barber and ZoAnn Campana of Kautz Environmental Consultants, Inc. discussed the resource and methodology for nomination with SHPO staff.

Active NRHP Inquiries

SHPO staff received two inquiries for potential NRHP amendments, to the Bahsahwahbee/Swamp Cedars Traditional Cultural Property listing and the Whittell Estate Historic District (Thunderbird Lodge) at Lake Tahoe.

Pending Nominations to the State Register

Copeland Lumber Building, Minden, Douglas County

The Board conditionally approved this nomination during their December 2020 meeting. SHPO staff is currently working with the nomination author to expand the historic context and incorporate BMH member suggestions.

G.S. Garcia Saddle & Harness Shop, Elko, Elko County

The Board conditionally approved this nomination during their December 2020 meeting. SHPO staff is currently working with the nomination author to expand the historic context and incorporate BMH member suggestions.

Active SRHP Inquiries

SHPO staff received two inquiries for potential SRHP listings, the Lemaire Grocery in Battle Mountain and Red's Ranch in Lamoille.

Federal NRHP Nominations

1. The U.S. Forest Service (USFS) submitted a final draft of the Kyle Canyon Ranger Station and CCC Camp Charleston in Clark County on May 14, 2021. The SHPO reviewed the draft and provided final comments to USFS on June 10, 2021. Due to a change in staffing at USFS, SHPO staff conducted a phone meeting with the current USFS District Archaeologist on June

10th to discuss the steps needed to finalize the document; notably obtaining a new set of photographs and creating a new set of continuation sheets with the photos and new site plan.

2. The National Park Service submitted a draft nomination for the Dunkahni Archeological District in Great Basin National Park on April 30, 2021. SHPO staff reviewed the draft and submitted comments to NPS on June 11, 2021.
3. The SHPO is awaiting written documentation of owner support for the two previously reviewed Lincoln Highway and Victory Highway Multiple Property Documentation Forms and accompanying nominated road segments. These nominations were submitted by the Federal Highway Administration and the Nevada Department of Transportation.

DIVISION OF MUSEUMS AND HISTORY
BOARD PROPOSED R1 ADMISSION FEES AND FREE ADMISSION DAYS
Effective November 1, 2021 through June 30, 2022

<u>Museum</u>	BOARD PROPOSED R1 SFY 2022	BOARD APPROVED SFY 2020	SFY 2020
	Adults (18 and over)	Adults (18 and older)	Children (17 and under) ¹
Nevada State Museum - Carson City	\$10.00	\$8.00	Free
Nevada State Museum - Carson City w/Behind the Scenes Tour	\$12.00		
Nevada State Railroad Museum - Carson City	10.00	\$8.00	Free
Nevada State Railroad Museum, Carson City: combination museum admission & train ride ⁹	\$15.00 for admission and unlimited train rides with wristband: members = \$10.00	\$15.00 for admission and unlimited train rides with wristband	Children 4-11 years old = \$5.00; children 12-17 years old = \$10.00 for train ride, museum = free
Nevada State Railroad Museum - EERDM ³	See Note 3	See Note 3	Free
Nevada Historical Society: Exhibit Galleries	\$6.00	\$5.00	Free
Nevada State Museum - Las Vegas ²	See Note 2	See Note 2	Free
Lost City Museum	\$6.00	\$5.00	Free

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

FREE ADMISSION DAYS

	<u>May</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>		
	Archaeological Week (1 day)	Smithsonian Day ⁵	Nevada Day ⁴	Veteran's Day	History for the Holidays	Holiday Open House	Blue Star Museum ⁷
Nevada State Museum - Carson City ¹⁰	N/A	X	X	X			Yes
Nevada State Railroad Museum - Carson City ⁶	N/A	X	X	X			Yes ⁸
Nevada State Railroad Museum, Boulder City ⁶	N/A		N/A	X			Yes
Nevada State Railroad Museum - EERDM	N/A		X	X			Yes
Nevada Historical Society	N/A		X	X	X		Yes
Nevada State Museum, Las Vegas	N/A	N/A	X				Yes
Lost City Museum	N/A	X	X	X		X	Yes

Schedule effective November 1, 2021

NOTES

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

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

³ Until terminated by the Nevada Northern Railway in April 2017, patrons paid one entry fee to the Nevada Northern Railway complex, with \$2.00 for each adult being provided to the East Ely Depot Museum for their part of the visitor experience. Evidence of visitation was through a ticket stub retained by the EERDM staff. Discussions concerning fee collection for SFY 2020 are ongoing.

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

⁶ Train Ride fares are not offered "FREE" except for Blue Star program subject to conditions noted in # 8, and NSRM-Carson City and NSRM-BC on Veteran's Day.

⁷ Blue Star Museum Program affords FREE admission to active duty service personnel and families (up to 5) from Memorial Day through Labor Day.

⁸ Blue Star program on museum admission only; not train rides at Carson City.

DIVISION OF MUSEUMS AND HISTORY
BOARD **PROPOSED R1** ADMISSION FEES AND FREE ADMISSION DAYS

7/1/2019

Effective November 1, 2021 through June 30, 2022

⁴ Nevada Day is celebrated in 2019 on Friday, October 25th. Museums statewide will offer FREE admission on Friday the 25th. On account of the Nevada Day parade in Carson City on Saturday, October 26th, the Nevada State Museum, Carson City, and the Nevada State Railroad Museum, Carson City, will offer two free admission days; October 25th and 26th.

¹⁰ For fiscal year 2020 the Nevada State Museum offers "FREE" admission for **Day of the Dead**, November 2, 2019; the **Sesquicentennial of the Carson City Mint**, February 4, 2020; and, **Lei Day** on a Saturday TBD in April or May 2020.

⁹ This is a new category aimed at increasing revenue during times when both the museum is open and train service is operating. For \$15.00 adults can have all-day museum admission and unlimited train rides with a wristband purchased at entry. Children are not charged for museum admission but do pay a reduced fee for train rides per the schedule. In pilot testing, this program has proven to increase overall revenue and visitor on-site time.

DIVISION OF MUSEUMS AND HISTORY
BOARD **PROPOSED R1** ADMISSION FEES AND FREE ADMISSION DAYS
Effective November 1, 2021 through June 30, 2022

NEVADA STATE RAILROAD MUSEUMS
BOARD APPROVED TRAIN RIDE AND RELATED FEES
SEPTEMBER 2021

Rate Category	NSRM-CC: 2019	BOARD APPROVED SFY 2020	NSRM-BC: 2019	BOARD APPROVED SFY 2020	SFY 2022 Museum requested
Museum Admission					
Adult	\$6.00	\$8.00	N/A	N/A	
Children (under 18) (NRS 381.0045(2))	No Charge	No Charge	N/A	N/A	
Adult: Special Event: museum admission & unlimited train rides/members	\$15.00/\$9.00	\$15.00	N/A	N/A	
Child 6 -17: Special Event: museum admission (free) & unlimited train rides	\$9.00	\$10.00	N/A	N/A	
Child 5 and under: Special Event: museum admission (free) & unlimited train rides	\$5.00	\$5.00	N/A	N/A	
Steam Train					
Adult (age 12 and older)	\$8.00	\$8.00	N/A	N/A	
Children (4-11)	\$4.00	\$4.00	N/A	N/A	
Children (3 and younger)	No Charge	No Charge	N/A	N/A	
Steam Train 2-hour rental when open	\$1,800.00	\$2,000.00	N/A	N/A	
Steam Train 2-hour rental when closed	\$3,000.00	\$3,000.00	N/A	N/A	
Edwards Motor Car					
Adult (age 12 and older)	\$4.00	\$6.00	N/A	N/A	
Children (4-11)	\$2.00	\$3.00	N/A	N/A	
Children (3 and younger)	No Charge	No Charge	N/A	N/A	
School Groups (Adult Chaperones)	\$2.00	\$3.00	N/A	N/A	
School Groups (Students)	\$1.00	\$2.00	N/A	N/A	
Edwards motor car 2-hr rental when open (excludes McKeen car)	\$300.00	\$500.00	N/A	N/A	
Edwards motor car 2-hr rental when closed (excludes McKeen car)	\$400.00	\$800.00	N/A	N/A	
McKeen Motor Car					
Adult (age 12 and older)	\$8.00	\$8.00	N/A	N/A	
Children (4-11)	\$4.00	\$4.00	N/A	N/A	
Children (3 and younger)	No Charge	No Charge	N/A	N/A	
McKeen motor car 2-hr rental	\$1,800.00	\$2,000.00	N/A	N/A	
Hand Car (off-site for up to 4 hours)					
For-profit	\$75.00	\$250.00	N/A	N/A	
Non-profit	\$45.00	\$150.00	N/A	N/A	
Nevada Southern Railway					
Adults (age 12 and older)	N/A	N/A	\$10.00	\$10.00	
Children (4-11)	N/A	N/A	\$5.00	\$5.00	
Children (3 and younger)	N/A	N/A	No Charge	No Charge	
Military (Blue Star Program)	N/A	N/A	No Charge	No Charge	
School Field Trips (Mon-Fri) (minimum 30, per person rate, includes adult chaperones)	N/A	N/A	\$5.00 student & teacher/adult	\$5.00 student & teacher/adult	
Groups (minimum of 12 to qualify for this rate)	N/A	N/A	\$7.00	\$7.00	
Promotional coupon, "\$1.00 off Adult fare" (results in \$9.00 Adult fare)	N/A	N/A	N/A	\$9.00	
"Engineer for an Hour" (CC-steam only program - 2 hours min)	\$500.00	\$500.00	\$250.00	\$250.00	
Locomotive Cab Rides	\$25.00	\$25.00	\$35.00	\$35.00	
Dining Car Rental (2 runs in regular train, includes 48 tickets)	N/A	N/A	\$500.00	\$500.00	
Wedding Train (1 trip includes site rental for 4 hours)	N/A	N/A	\$1,000.00	\$1,000.00	
Charter Train (2 hours, 2 runs, includes dining car in train)	N/A	N/A	\$500.00	\$500.00	
Charter Train - Community Events (2 hours, 1 run, includes dining car in train - for Service Clubs, Chamber of Commerce, Art Commission)	N/A	N/A	\$250.00	\$250.00	
Railbike: per person fee for use of railroad					\$6.00
Special Events					
NSRMCC Not to exceed price (for determining what the market will bear)					\$25.00
NSRMBC Not to exceed price (for determining what the market will bear)					\$50.00
Santa Train - December	\$5.00 per seat	\$5.00 per seat	\$10.00 per seat	\$10.00 per seat	
Per passenger fee for "FNSRy" Christmas trains	N/A	N/A	\$6.00 per seat	\$8.00 per seat	

Rates effective November 1, 2021

ITEM 8a1

Division of Museums & History
 Fiscal Year 2021
 Morgan Stanley Investment Accounts
 Summary For Month Ending April 30, 2021

DATE	ACCOUNT	D W Monthly Statement				Disbursement to Museums									TOTAL
		CASH	MMF	STOCKS	TOTAL	Board Use	NSMLV	NHS	LCM	NSM	Bretzloff Endowment	NSRM	EERDM	BCRRM	
Apr-21	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
Apr-21	171-044095-040 (AAA)	45,688.71	7,914.07	0.00	53,602.78	-15,379.10	1,149.78	2,430.62	16,297.42	4,576.24	0.00	23,214.21	5,626.38	308.10	53,602.78
Apr-21	171-046543-040 (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
Apr-21	171-101259-040 (BSA-UMA)	0.00	8,671.05	1,530,453.58	1,539,124.63	-105,843.00	68,389.52	301,799.71	538,074.15	154,373.04	288,247.93	125,026.60	57,995.89	5,217.80	1,539,124.63
	Total	\$45,688.71	\$16,585.12	\$1,530,453.58	\$1,592,727.41	-\$121,222.10	\$69,539.30	\$304,230.33	\$554,371.58	\$158,949.28	\$288,247.93	\$148,240.81	\$63,622.26	\$5,525.90	\$1,592,727.41
	Private Funds Held in the Treasurer's Account					BMH	NSMLV	NHS	LCM	NSM	DMH	NSRM			
						70,496.96	79,024.63	2,037,285.96	83,041.44	512,106.30	13,319.45	1,059,795.27			3,855,070.01
										As of 4/30/2021	Total Combined Funds				\$5,447,797.42

Division of Museums & History
 Fiscal Year 2021
 Morgan Stanley Investment Accounts
 Summary For Month Ending May 31, 2021

DATE	ACCOUNT	D W Monthly Statement				Disbursement to Museums									
		CASH	MMF	STOCKS	TOTAL	Board Use	NSMLV	NHS	LCM	NSM	Bretzloff Endowment	NSRM	EERDM	BCRRM	TOTAL
May-21	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
May-21	171-044095-040 (AAA)	45,689.16	7,914.07	0.00	53,603.23	-15,379.10	1,149.79	2,430.65	16,297.56	4,576.28	0.00	23,214.41	5,626.42	308.11	53,603.23
May-21	171-046534-040 (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
May-21	171-101259-040 (BSA-UMA)	0.00	7,478.38	1,532,606.93	1,540,085.31	-105,843.00	68,432.21	301,988.08	538,410.00	154,469.40	288,427.85	125,104.64	58,032.09	5,221.05	1,540,085.31
	Total	\$45,689.16	\$15,392.45	\$1,532,606.93	\$1,593,688.54	-\$121,222.10	\$69,582.00	\$304,418.73	\$554,707.57	\$159,045.68	\$288,427.85	\$148,319.05	\$63,658.51	\$5,529.16	\$1,593,688.54
	Private Funds Held in the Treasurer's Account					BMH	NSMLV	NHS	LCM	NSM	DMH	NSRM			
						70,620.06	82,933.33	2,034,865.45	84,485.87	538,182.91	12,708.37	1,044,891.48			3,868,687.47
										As of 5/31/2021		Total Combined Funds			\$5,462,376.01

Division of Museums & History
 Fiscal Year 2021
 Morgan Stanley Investment Accounts
 Summary For Month Ending June 30, 2021

DATE	ACCOUNT	D W Monthly Statement				Disbursement to Museums									
		CASH	MMF	STOCKS	TOTAL	Board Use	NSMLV	NHS	LCM	NSM	Bretzloff Endowment	NSRM	EERDM	BCRRM	TOTAL
Jun-21	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
Jun-21	171-044095-040 (AAA)	45,689.61	7,914.07	0.00	53,603.68	-15,379.10	1,149.80	2,430.67	16,297.70	4,576.32	0.00	23,214.60	5,626.47	308.11	53,603.68
Jun-21	171-046534-040 (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
Jun-21	171-101259-040 (BSA-UMA)	0.00	16,883.43	1,585,274.38	1,602,157.81	-105,843.00	71,190.34	314,159.59	560,110.39	160,695.22	300,052.81	130,146.93	60,371.05	5,431.49	1,602,157.81
	Total	\$45,689.61	\$24,797.50	\$1,585,274.38	\$1,655,761.49	-\$121,222.10	\$72,340.14	\$316,590.25	\$576,408.10	\$165,271.54	\$300,052.81	\$153,361.53	\$65,997.52	\$5,739.60	\$1,655,761.49
	Private Funds Held in the Treasurer's Account SFY2021					BMH	NSMLV	NHS	LCM	NSM	DMH	NSRM			
						-	4,811.86	855.49	-	109,961.83	-	38,547.94			154,177.12
	Balance Forward to new Fiscal Year														
	Private Funds Held in the Treasurer's Account SFY2022					26,177.00	62,067.00	2,022,989.00	77,188.00	396,804.00	-	1,002,483.00			3,587,708.00
										As of 6/30/2021	Total Combined Funds				\$5,397,646.61



NEVADA MUSEUMS & HISTORY
Steve Sisolak | Governor
Myron Freedman | Administrator

NEVADA HISTORICAL
SOCIETY
Catherine Magee Ph.D. |
Director
1650 North Virginia Street
Reno, NV 89503

**REPORT TO THE
BOARD OF MUSEUMS AND HISTORY
SEPTEMBER 24, 2021**

I. Private Funds Budget 5035 Summary

Private Funds Budget Summary B/A #5035				
State Fiscal Year 2021		Total	Year to Date	Percentage
	GL /Cat#	Budget	Actuals	Year to Date
Cash From Prev Fiscal Year Unrestricted	2511	298,591	298,591	100.00%
Cash From Prev Fiscal Year Restricted	2511	1,749,071	1,749,071	100.00%
Cash Bal Fwd New Fiscal Year Unrestricted	2512	-284,969	-284,969	100.00%
Cash Bal Fwd New Fiscal Year Restricted	2512	-1,738,020	-1,738,020	100.00%
<u>Comparison of Revenues Budgeted/ Received:</u>				
Memberships*	4008	21,980	27,686	125.96%
Photograph Sales	4010	6,827	2,590	37.94%
Printing Sales	4011	1,011	1,137	112.51%
Merchandise Sales*	4025	9,087	3,013	33.16%
Gifts & Donations	4251	3,835	183	4.77%
Private Grants	4265	100,000	6,239	6.24%
Treasurer's Interest	4326	45,696	11,572	25.32%
Trans From Museums (Quarterly Fees)	4665	32,865	7,700	23.43%
Total Revenues Received:		\$221,301	\$60,121	27.17%
<u>Comparison of Expenditures Budgeted/Expended:</u>				
Administration	35	34,250	28,528	83.29%
NHS Quarterly	37	30,000	30,000	100.00%
Museum Store*	41	14,261	6,441	45.17%
Collection Storage Project	45	0	0	0.00%
Board Appr Special Projects	48	323,394	1,147	0.35%
Photo	49	500	248	49.66%
Special Projects (Restricted)	55	1,849,071	18,116	0.98%
Total Expenditures:		\$2,251,476	\$84,480	3.75%

The above figures reflect the first quarter of fiscal year 2021 revenues and expenditures as of June 30, 2021.

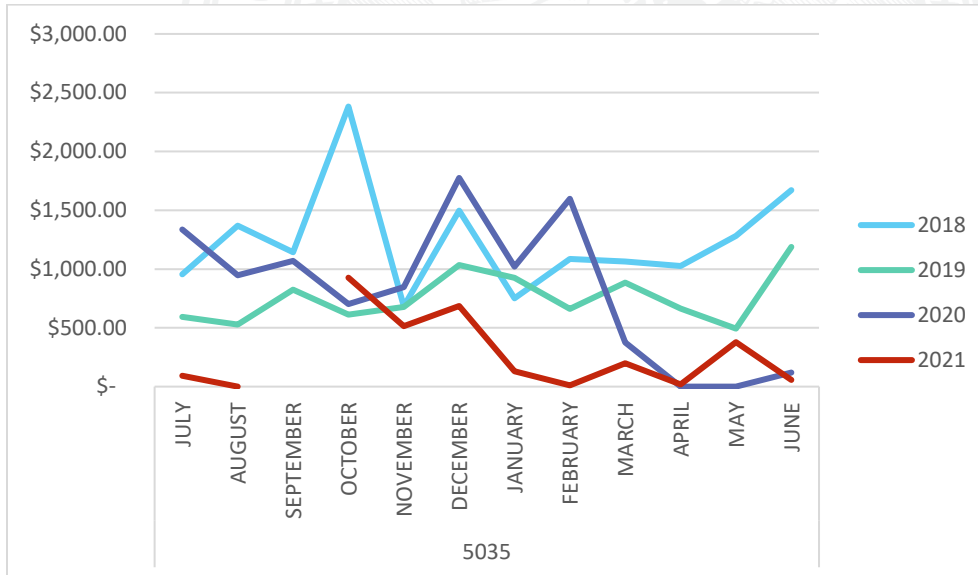
* Further detail available in the below identified sections.

II. Museum Store Sales

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 21	93	-	-	927	513	685	131	12	198	20	378	57	3,013
FY 20	1,335	946	1,070	701	847	1,775	1,019	1,598	451	75	70	-4	9,884
FY 19	593	528	826	613	677	1,035	925	660	885	525	493	1,188	8,949
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
YTD	93	0	0	1,020	1,533	2,218	2,349	2,361	2,559	2,579	2,956	3,013	3,013
YTD COMPARISON	15.7%	0.0%	0.0%	39.8%	47.4%	51.9%	45.2%	40.3%	38.0%	35.5%	38.1%	33.7%	
MONTHLY COMPARISON	225.0%	179.2%	129.6%	114.4%	125.1%	171.5%	110.3%	242.0%	51.0%	14.3%	14.2%	-0.3%	

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

HISTORICAL SOCIETY STORE SALES ANNUAL COMPARISON



Museum Store Sales Narrative: Sales in the museum store reflect limited onsite foot traffic as the NHS has reduced hours due to the COVID-19 pandemic. Report reflects activity through June 30, 2021.

Nevada Historical Society
 Report to the Board
 September 24, 2021

III. Museum Revenue and Expenditure Chart

FY2021	Revenues		Expenditures		Total Expenditure	Net Profit (Loss)	% Net Profit (Loss)
		Merchandise	Personnel	Oper/Other			
July	93	-	-	-	-	93	100.0%
August	-	-	-	30	30	(30)	0.0%
September	-	2,725	-	30	2,755	(2,755)	0.0%
October	927	-	-	30	30	897	96.8%
November	513	390	-	930	1,319	(806)	(157.0%)
December	685	865	-	30	895	(210)	(30.7%)
January	131	140	-	30	170	(39)	(29.7%)
February	12	-	-	-	-	12	100.0%
March	198	-	-	-	-	198	100.0%
April	20	-	-	-	-	20	100.0%
May	378	-	-	-	-	378	100.0%
June	57	-	-	-	-	57	100.0%
FY21 Total	3,013	4,120	-	1,080	5,200	(2,187)	(72.6%)
FY20 Total	9,884	4,661		2,201	6,863	3,021	30.6%
FY19 Total	8,949	6,047	-	2,186	8,233	716	8.0%
FY18 Total	15,096	9,635	-	3,326	12,961	2,135	14.1%
FY17 Total	14,570	5,271	-	2,584	7,856	6,715	46.1%

Museum Store Revenue and Expenditure Narrative:

Sales in the museum store reflect limited onsite foot traffic as the NHS has reduced hours due to the COVID-19 pandemic. Shery sent out the store inventory to our Constant Contact list and updated posts with store items via Facebook. Report reflects activity through June 2021.

Nevada Historical Society
 Report to the Board
 September 24, 2021

IV. Membership Program

Memberships (new and renewals) chart comparison against four previous fiscal years.										
Membership	<u>July - Sep</u>		<u>Oct - Dec</u>		<u>Jan - Mar</u>		<u>April - June</u>		<u>TOTAL</u>	
Categories	<u>New</u>	<u>Renew</u>	<u>New</u>	<u>Renew</u>	<u>New</u>	<u>Renew</u>	<u>New</u>	<u>Renew</u>	<u>New</u>	<u>Renew</u>
Individual	2	44	1	52	7	51	0	17	10	164
Family	0	17	3	18	3	27	0	9	6	71
Sustaining	1	17	0	7	1	14	0	10	2	48
Contributing	0	1	0	1	0	0	0	0	0	2
Patron	0	0	0	0	0	0	0	1	0	1
Benefactor	0	0	0	0	0	0	0	0	0	0
Senior	3	3	0	12	0	7	0	5	3	27
FY 21	6	82	4	90	11	99	0	42	21	313
FY 20	43	75	15	67	18	188	0	0	76	330
FY 19	25	84	12	72	23	81	33	98	93	335
FY 18	95	0	14	132	12	105	30	79	151	316
FY 17	147	0	178	0	128	0	128	0	581	0
YTD	6	82	4	90	11	99	0	42	21	313
YTD COMPARISON										
	13.95%	8200.00%	17.24%	121.13%	27.63%	82.12%	0.00%	27113.42%		
MONTHLY COMPARISON										
	172.00%	89.29%	125.00%	93.06%	78.26%	232.10%	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.										

Nevada Historical Society
 Report to the Board
 September 24, 2021

Membership Sales

Membership sales comparison against four previous fiscal years.

	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>June</u>	<u>TOTAL</u>
FY 21	60	3,819	4,451	3,179	480	5,012	1,740	2,520	2,605	2,170	325	1,325	27,686
FY 20	735	3,200	1,670	2,135	1,610	1,190	2,435	5,650	260	0	580	420	19,885
FY 19	1,295	580	2,635	1,085	2,665	1,355	2,295	745	1,455	4,485	1,565	1,820	21,980
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
YTD	60	3,879	8,330	11,509	11,989	17,001	18,741	21,261	23,866	26,036	26,361	27,686	27,686
YTD COMPARISON													
	8.16%	98.58%	148.62%	148.70%	128.22%	161.30%	144.44%	114.15%	126.38%	137.87%	135.43%	139.23%	
MONTHLY COMPARISON													
	8.16%	119.34%	266.53%	148.90%	29.81%	421.18%	71.46%	44.60%	1001.92%	#DIV/0!	56.03%	315.48%	

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:

This reflects memberships through June 30, 2021.

V. Museum Attendance Figures

Attendance chart comparison against four previous fiscal years.

	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>June</u>	<u>TOTAL</u>
FY 21	20	36	36	63	36	2	32	56	70	87			438
FY 20	578	227	243	388	349	243	334	347	215	0	0	0	2,924
FY 19	539	261	437	182	573	357	393	750	749	537	341	321	5,440
FY 18	581	231	247	440	331	462	382	743	666	520	764	298	5,665
FY 17	2,244	1,459	1,240	1,555	1,992	1,660	257	220	587	578	693	718	13,203
YTD	20	36	36	63	36	2	32	56	70	87	0	0	438
YTD COMPARISON													
	3.5%	4%	3%	4%	2%	0%	1%	2%	2%	3%	0%	0%	
MONTHLY COMPARISON													
	3.5%	15.9%	14.8%	16.2%	10.3%	0.8%	9.6%	16.1%	32.6%	#DIV/0!	#DIV/0!	#DIV/0!	

Museum Attendance Narrative:

The NHS reopened to the public with limited hours due to the COVID-19 pandemic and limited staff, docents, and volunteers. The NHS Research Library is open by appointment Wednesday-Friday from 12:00 to 4:00. The Gallery is open to the public Wednesday 10:00 AM to 4:00 PM and by appointment Wednesday-Friday from 12:00 to 4:00. There were 104 Library visitors, 18 Gallery appointments and 91 walk-in gallery visitors.

VI. Attendance Receipts

Current attendance receipts compared against four previous fiscal years.													
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 21	25	50	0	95	15	0	15	50	40	190	25	135	640
FY 20	465	395	360	605	330	390	295	310	150	0	0	80	3,380
FY 19	510	745	430	575	395	285	690	970	655	660	480	800	7,195
FY 18	810	710	655	400	357	375	400	285	735	495	710	625	6,557
FY 17	467	509	469	470	811	330	905	640	655	610	415	695	6,976
YTD	25	50	0	95	15	0	15	50	40	190	25	135	640
YTD COMPARISON													
	5.38%	5.8%	0.0%	5.2%	0.7%	0.0%	0.5%	1.6%	1.2%	5.8%	0.8%	4.0%	
MONTHLY COMPARISON													
	5.38%	12.66%	0.00%	15.70%	4.55%	0.00%	5.08%	16.13%	26.67%	#DIV/0!	#DIV/0!	168.75%	

Museum Receipts Figures Narrative:

Due to the COVID-19 pandemic and reduced staff, the NHS had limited operating hours; receipts reflect attendance through June 2021.

VII. Fundraising Activities

- None this quarter

VIII. General Activities

Events, interesting tours, and public outreach

- High Noon continues as a virtual program hosted by Neal Cobb, Carol Coleman, and Shery doing the technology, and cohosted by the Washoe County Library
- Shery continues her fabulous history posts on Facebook and adding new content on the NHS website and PastPerfect online portal
- NHS docents and volunteers continued producing 4th grade school tour videos
- Docents hosted their Annual Fordham event virtually this year
- Docent council continue their talks virtually

Daily Operations- staff Shery and Catherine, contract and temporary employees, docents, and volunteers

- Shery and Catherine fulfilled email, telephone, online and in person research and photo requests
- Shery, AGA contractor and temporary employee, and Catherine continue to process collections

- Docents are returning to volunteer including working with data entry, photo scanning, library, admissions, and filming school tours. Other docents work at home because of the COVID-19 pandemic; they work on typing projects and on docent council matters. The docent board continues to hold virtual meetings
- Shery works with Department of Tourism to post the NHS sponsored talks on the NHS website

X. NHS *Quarterly*

Michelle Turk has accepted the Associate Editor position for the *Quarterly* and Prof. Kate Berry of the UNR Geography Department has joined the Editorial Board. William Rowley, Emeritus History Professor UNR, is the Editor-in-Chief of the NHSQ.

XI. 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.

XII. Current Operations

The NHS is open to the public Wednesdays 10 AM to 4 PM and by appointment Wednesdays, Thursdays, and Fridays. The Research Library is open by appointment Wednesdays, Thursdays, and Fridays from 12PM to 4PM. The staff hours are from 8:00 AM to 5:30 PM Monday through Friday.

Catherine Magee, Director
September 03, 2021





NEVADA MUSEUMS & HISTORY
Steve Sisolak | Governor
Myron Freedman | Acting Administrator

NEVADA HISTORICAL SOCIETY
Catherine Magee Ph.D. | Director
1650 North Virginia Street
Reno, NV 89503

MEMORANDUM

DATE: 08/30/2021

TO: Robert Stoldal, Chairman
Board of Museums and History
Myron Freeman, Administrator
Division of Museums and History

FROM: Catherine Magee, Director
Nevada Historical Society

RE: AAUW restricted donation acceptance

The Nevada Historical Society requests acceptance of restricted funds in the amount of \$500.00 to BA 5035 account number 3517, the American Association of University Women Conservation fund. These funds are provided by the AAUW to purchase materials for conservation housing of the AAUW collection at the NHS. The donation form and check are attached separately.

Robert Stoldal, Chairman of the Board of Museums and History

Date

Nevada Historical Society Membership and Donation Form

Experience Nevada's history with the oldest museum in the state

Giving to the Nevada Historical Society is the perfect way to embrace Nevada's rich heritage.

One year's membership includes:

- Nevada Historical Society Quarterly publications (except at the Student & Senior level memberships)*
- Unlimited free admission to all seven museums in the Nevada Division of Museums and History
- e-newsletter, regular email announcements to upcoming and current exhibitions
- Free exhibit events and programs, and a **15% discount** in all museum stores when you present your valid membership card!

Membership amounts over \$20 can be tax deductible and support state level museum operations.

Donations can be **100% tax deductible** and you specify what your donation supports at NHS.

Donors and Members reap more than benefits – you are supporting Nevada's oldest cultural institution!

Thank you for your support!

Membership Categories

Yes, I want to become a member of the Nevada Historical Society at the following membership level:

Yes, I want to renew my membership at the following level:

- Individual \$35
- Family \$60
- Institutional \$50
- Sustaining \$100
- Contributing \$250
- Patron \$500
- Benefactor \$1,000
- Student* \$20 **Valid ID required, does not include Quarterly publications*
- Senior* \$20 **Valid ID required, does not include Quarterly publication*

Donations and Gifts

You choose what your money benefits beyond membership!

- Yes, I want to join the new **499 Club** with an additional donation of \$499, beyond my membership to be used for public programming, events, collections, conservation. *AAUW conservation Fund #3517*
- Yes, I want to add an additional donation to my membership with a gift of \$_____ to be used for public programming, events, collections, conservation.
- No, I do not wish to be a member of the Historical Society. Please accept my tax deductible gift in the amount of \$_____ for public programming, events, collections, conservation.

Name (s): Susan Holly Gallup

Mailing address: 421 Taryn Dr.

City/State/Zip: Sparks, NV 89436

Phone: Home 775-425-3289 Business _____

Email address: galluph@gmail.com

The NHS respects your right to privacy. We will not share your e-mail address with other organizations.

Staff use only:

1st 2nd billing notice
 C PP Ex CoCo
 Membership Card Sent

Visit our website
<http://nvhistoricalsociety.org>



Or visit us on Facebook

Mail this form and your check to:

Nevada Historical Society
Attn: Membership
1650 North Virginia Street
Reno, NV 89503
775-688-1190

Rev. 09/17

SUSAN HOLLY GALLUP
421 TARYN DR
SPARKS, NV 89436-8994

3447

94-72/1224 NV
61485

August 25, 2021
Date

Pay To The
Order Of

Nevada Historical Society
Five hundred and no/100ths

\$ 500.00

Dollars



Photo
Safe
Deposit
Details

BANK OF AMERICA

ACH RT 122400724

Donation - Anniversary Fund #2517 Susan Holly Gallup

ITEM 9a2

Division of Museums and History
 Nevada Historical Society
 Museum Dedicated Trust Fund - BA 5035
 BMH Informational Item
 NHS Quarterly Funding Summary
 SFY 2012 - SFY 2022

	Current SFY										
	SFY2022	SFY2021	SFY2020	SFY2019	SFY2018	SFY2017	SFY2016	SFY2015	SFY2014	SFY2013	SFY2012
Beginning Bal	58,256.77	77,603.77	56,904.84	46,008.40	36,063.64	27,501.09	23,144.62	22,216.01	22,800.00	22,800.00	
Add Budget Bal Fwd*							-	-	8,276.00	-	
Budgeted Authority	<i>32,865.00</i>	<i>32,865.00</i>	<i>32,865.00</i>	<i>30,835.00</i>	<i>28,260.00</i>	<i>24,168.00</i>	<i>37,500.00</i>	<i>33,310.00</i>	<i>38,487.00</i>	<i>22,800.00</i>	
Actual Revenues		7,700.00	27,280.00	17,720.00	19,440.00	15,329.59	18,693.22	16,703.50	13,870.00	13,643.02	
Budgeted Authority	<i>34,110.00</i>	<i>30,000.00</i>	<i>14,113.00</i>	<i>14,243.00</i>	<i>14,337.00</i>	<i>39,052.00</i>	<i>37,500.00</i>	<i>41,316.00</i>	<i>69,563.00</i>	<i>22,800.00</i>	<i>49,576.00</i>
Actual Expenditures		27,047.00	6,581.07	6,823.56	9,495.24	6,767.04	14,336.75	15,774.89	22,729.99	13,643.02	1,034.18
Ending Balance	58,256.77	58,256.77	77,603.77	56,904.84	46,008.40	36,063.64	27,501.09	23,144.62	22,216.01	22,800.00	22,800.00

*Funds budgeted but supported through other non-restricted revenue sources placed in category 86 - Reserves/Category 48 - Board Approved Special Projects for non-restricted funding support as the Board determines.



REPORT TO THE
 BOARD OF MUSEUMS AND HISTORY
 SEPTEMBER 24, 2021

I. Private Funds Budget Summary

State Fiscal Year 2021		Total	Year to Date	Percentage
	GL/Cat#	Budget	Actuals	Year to Date
Cash From Prev Fiscal Year Unrestricted	2511	146,159	146,159	100.00%
Cash From Prev Fiscal Year Restricted	2511	116,595	116,595	100.00%
Cash Bal Fwd New Fiscal Year Unrestricted	2512	-97,921	-97,921	100.00%
Cash Bal Fwd New Fiscal Year Restricted	2512	-485,781	-485,781	100.00%
Comparison of Revenues Budgeted/ Received:				
Facilities Charge	3801	3,500	1,580	45.14%
Merchandise Sales*	4025	130,000	81,511	62.70%
Gifts & Donations	4251	5,000	2,256	45.13%
Private Grants	4265	20,000	378,200	1891.00%
Friends of NSRMCC	4266	7,196	6,053	84.12%
Treasurers Interest	4326	20,000	4,665	23.32%
Total Revenues:		\$185,696	\$474,265	255.40%
Comparison of Expenditures Budgeted/Expended:				
Administration	35	12,927	3,849	29.78%
Exhibits	37	50,000	8,428	16.86%
Docents	43	707	0	0.00%
Museum Store	45	133,038	98,050	73.70%
Board Approved Special Projects	48	102,433	18,170	17.74%
Special Projects (Restricted)	55	140,095	4,328	3.09%
Total Expenditures:		\$439,200	\$132,825	30.24%
Available Unrestricted Cash				

Revenue/Expenditure Comparison Narrative:

The above figures reflect the fourth quarter of fiscal year 2021 revenues and expenditures as of June 30, 2021

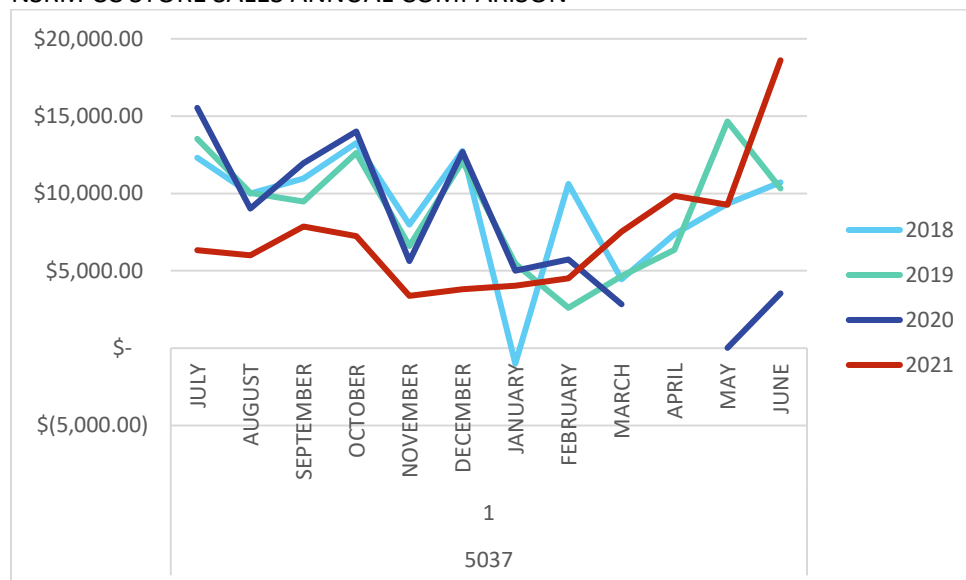
* Further detail available in the below identified sections.

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 21	6,335	5,993	7,867	7,250	3,383	3,815	4,036	4,517	7,531	9,850	9,270	18,612	88,460
FY 20	15,536	9,024	11,969	14,004	5,624	12,689	5,002	5,737	2,842	0	20	3,533	85,977
FY 19	11,482	10,042	9,475	12,629	6,604	12,093	5,455	2,609	4,661	6,350	14,656	10,324	106,381
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
YTD	6,335	12,329	20,196	27,445	30,829	34,644	38,680	43,197	50,728	60,578	69,848	88,460	88,460
YTD COMPARISON													
	55.18%	57.28%	65.15%	62.91%	61.37%	55.59%	57.07%	61.37%	67.59%	0.00%	72.72%	83.15%	
MONTHLY COMPARISON													
	135.31%	89.86%	126.32%	110.89%	85.17%	104.92%	91.69%	219.83%	60.96%	0.00%	0.13%	34.22%	

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

NSRM CC STORE SALES ANNUAL COMPARISON



Museum Store Sales Narrative: As the masks came off and the world started coming back to life this spring, visitation rose, and the museum store saw great gains in sales. Overall, FY21 was disappointing due to the residual effects of the 2020 pandemic, but the store still held its own. Annual sales per square foot for the fiscal year was \$192.31. Annual sales per visitor for FY21 was \$6.82. According to the Museum Store Association’s Retail Industry Report, museum stores with an annual gross income of \$90K - \$200K average \$146.00 per square foot annually and \$2.14 per visitor annually. So, you can see that our store does produce, especially in the per visitor category. Also, due to the awkward layout and wasted space of our current floor plan, the per square foot metric data is misleading. With an improved floor plan, I’m sure the sales per

square foot would improve. It is critical to understand that with 100% of the store manager's salary coming out of the store's revenue, and the way in which the current budget for the store is structured every year, the store will never produce an actual profit and appears, by design, to just break even. Report is through June 30, 2021.

III. Museum Store Revenue and Expenditure Chart

Museum Store Profit and Loss Chart							
FY2021	Revenues	Expenditures			Total	Net	% Net
		Merchandise	Personnel	Oper/Other	Expenditure	Profit (Loss)	Profit (Loss)
July	6,335	-	2,084	-	2,084	4,251	67.1%
August	5,993	-	3,956	30	3,986	2,007	33.5%
September	7,867	19,615	3,849	234	23,698	(15,831)	(201.2%)
October	7,250	8,415	5,346	323	14,083	(6,833)	(94.3%)
November	3,383	2,555	4,128	139	6,822	(3,439)	(101.6%)
December	3,815	762	4,229	159	5,150	(1,334)	(35.0%)
January	4,036	813	4,315	64	5,191	(1,155)	(28.6%)
February	4,517	5,569	4,653	202	10,425	(5,908)	(130.8%)
March	7,531	-	4,484	533	5,017	2,514	33.4%
April	9,850	9,128	4,587	189	13,904	(4,054)	(41.2%)
May	9,270	2,311	6,421	1,350	10,082	(812)	(8.8%)
June	18,613	9,424	5,588	602	15,614	2,999	16.1%
FY21 Total	88,461	58,592	53,639	3,824	116,055	(27,594)	(31.2%)
FY20 Total	85,977	45,208	57,275	5,411	107,894	(21,918)	(25.5%)
FY19 Total	106,381	56,158	53,501	6,474	116,133	(9,752)	(9.2%)
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%)

Museum Store Revenue and Expenditure Chart Narrative: The store's annual spending budget is based on store revenue from two fiscal years before. So, simply put when the store makes more money, the store gets more money to spend. The last two years the store has had a budget of around \$65,000, up from \$50,000. With the larger budget Lara has been able to keep the store full year-round, bring in new products and extend the budget more easily for the major spring purchasing. This year was no exception, purchasing went up in the spring because the store must be fully stocked to get us through the busy Independence Day weekend. With the private budgets frozen from mid-May to well into July, this is no easy feat, but the larger budget does help. Report is through June 30, 2021.

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 516. The Museum and Friends are establishing a memorandum of understanding to formally codify the 30-year relationship. Report is through June 30, 2021.

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

Membership	July - Sep		Oct - Dec		Jan - Mar		April - June		TOTAL	
	New	Renew	New	Renew	New	Renew	New	Renew	New	Renew
Individual	2	8	0	4	4	6	2	5	8	23
Family	1	5	3	6	8	18	6	11	18	40
Sustaining	5	9	0	8	2	9	1	11	8	37
Contributing	0	0	0	0	0	3	0	0	0	3
Patron	0	0	0	1	0	1	0	0	0	2
Benefactor	0	0	0	0	0	0	0	0	0	0
Senior Couple	0	12	1	13	3	28	7	17	11	70
Senior	3	19	5	23	2	40	10	25	20	107
Students	0	0	0	0	1	0	0	0	1	0
Lifetime	0	0	0	0	0	0	0	0	0	0
FY 21	11	53	9	55	20	105	26	69	66	282
FY 20	9	115	10	98	12	72	9	128	40	553
FY 19										547

V. Museum Attendance Figures

Attendance chart comparison against four previous fiscal years.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 21	1087	1100	1185	1024	192	402	604	774	1096	1360	2072	2076	12972
FY 20	2131	1924	2031	1506	960	1238	816	1188	299	0	0	0	12093
FY 19	1880	1703	1623	1141	1369	1236	893	340	833	1787	1861	2268	16934
FY 18	2930	1918	2038	2536	1199	1353	911	928	1193	1604	1523	1763	19896
FY 17	2812	1979	2006	2463	1350	1593	55	0	2260	1678	2185	2320	20701
YTD	1,087	2,187	3,372	4,396	4,588	4,990	5,594	6,368	7,464	8,824	10,896	12,972	12,972
YTD COMPARISON	57.82%	61.04%	64.77%	69.26%	59.46%	55.74%	56.82%	62.52%	67.74%	0.00%	0.00%	0.00%	
MONTHLY COMPARISON	113.35%	112.98%	125.14%	131.99%	70.12%	100.16%	91.38%	349.41%	35.89%	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 increased throughout the year with steady summer attendance. As restrictions lifted and Vaccines were available attendance steadily increased, growing each month. Report is through June 30, 2021.

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 21	8,026	7,394	8,929	7,774	1,196	2,248	2,986	3,465	6,193	8,005	10,112	15,187	81,515
FY 20	16,201	14,695	15,076	13,446	4,663	4,727	5,401	5,574	2,584	0	0	4,062	86,428
FY 19	12,720	10,030	9,292	8,637	6,775	3,628	5,210	1,918	3,226	6,878	13,117	12,615	94,046
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	45,079
FY 17	12,785	10,124	8,616	8,347	5,174	4,810	1,230	0	4,022	6,101	7,930	11,311	80,450
YTD	8,026	15,419	24,348	32,122	33,318	35,566	38,552	42,017	48,210	56,215	66,327	81,515	81,515
YTD COMPARISON													
	49.54%	49.91%	52.96%	54.06%	51.99%	51.69%	51.95%	52.66%	58.53%	68.25%	80.53%	94.32%	
MONTHLY COMPARISON													
	49.54%	50.32%	59.23%	57.81%	25.65%	47.56%	55.29%	62.16%	239.67%	#DIV/0!	#DIV/0!	373.94%	

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

Museum Attendance Receipts Narrative. Continued steady growth in visitation over the summer months. We are still operating with safe and reasonable sanitation practices as we have been all year. While facing COVID headwinds, visitation was still 3rd best in the past five years. April and June are record visitation months. Report is through June 30, 2021.

VII. Train Ride Receipts

Train Ride receipts compared against four previous fiscal years.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 21	3,194	806	3,640	4,112	1,697	0	0	0	0	1,846	2,308	7,188	24,791
FY 20	15,620	4,588	6,288	9,956	0	11,670	0	0	0	0	0	0	48,122
FY 19	5,559	569	3,634	5,520	5,402	22,908	0	0	0	3,119	7,311	2,833	56,855
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
YTD	3,194	4,000	7,640	11,752	13,449	0	0	0	0	15,295	17,603	24,791	24,791
YTD COMPARISON													
	20.4%	19.8%	28.8%	32.2%	36.9%	0.0%	0.0%	0.0%	0.0%	31.8%	36.6%	51.5%	
MONTHLY COMPARISON													
	20.4%	17.6%	57.9%	41.3%	#DIV/0!	0.0%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	

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

Train Ride Receipts Narrative: Summer operation was successful! We operated at capacities we felt were safe and continue to clean often. One daily ride has been eliminated to provide volunteers with cleaning time for the equipment and public areas as well as allowing them adequate time to wash their hands and eat a meal. Even with these rides were appreciated by the public, many stated that is helped the summer feel more “normal.” June was especially gratifying as a record month. Report is through June 30, 2021.

VIII. Fundraising Activities:

- 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.
- The museum is in discussions with several families who are considering the museum in their estate planning.

IX. General Museum Activities

- Starting January 21, the museum reopened to five days per week operations, Thursday through Monday, 9:00am to 4:30pm.
- In April, the museum conducted its 3rd Annual Egg-stra Special Express on Easter weekend. This year it was a substantial boost to our admissions revenue and was very well attended.
- Memorial Day weekend live steam operations were welcome respite from a very dark winter. We broke no records, but after a year without steam operations, it is important that the volunteers, staff and equipment operated with efficiency, safety and without incident.
- The Museum conducted the Ironhorse Railcamp in June. We had a full schedule and left with many satisfied students. We are adapting the program to 12–17-year-old students. We have tapped into a wonderful adventure for the attendees. The model will be used in multiple ways.
- The locomotive *Glenbrook* is prepared for the exhibition at the Cumbres and Toltec Scenic Railroad. The locomotive has had air brakes added and it blends very nicely with the locomotive.
- Our volunteers and staff spend tremendous time preparing themselves for the exhibition in Colorado. Carrie Ingbar, a museum volunteer who has taken responsibility for the bright work on our Victorian locomotives. She has spent about 40 hours per week preparing the locomotive *Glenbrook* for its visit. She intends to be on hand when it is in service on the C&TSRR.

- The museum has completed its narrow-gauge work on the property. The locomotive *Glenbrook* can now reach all the entire railroad.

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 January 21, 2021, the museum is open five days per week, Thursday through Monday, 9:00 a.m. to 4:30 p.m.



REPORT TO THE

BOARD OF MUSEUMS AND HISTORY
SEPTEMBER 24, 2021

I. Private Funds Budget Summary

Private Funds Budget Summary B/A #5037 - Boulder City				
State Fiscal Year 2021				
		Total	Year to Date	Percentage
	<u>GL/Cat#</u>	<u>Budget</u>	<u>Actuals</u>	<u>Year to Date</u>
Cash From Prev Fiscal Year Unrestricted	2511	41,916	41,916	100.00%
Cash From Prev Fiscal Year Restricted	2511	339,969	339,969	100.00%
Cash Bal Fwd New Fiscal Year Unrestricted	2512	-42,648	-42,648	100.00%
Cash Bal Fwd New Fiscal Year Restricted	2512	-339,969	-339,969	100.00%
<u>Comparison of Revenues Budgeted/ Received:</u>				
Facilities Charge	3801	2,833	1,000	35.30%
Merchandise Sales*	4025	32,230	732	2.27%
Gifts & Donations	4251	3,079	73	2.37%
Private Grants	4265	0	0	0.00%
Friends of NSRMBC	4266	4,108	1,809	44.02%
Total Revenues:		\$42,250	\$3,613	8.55%
<u>Comparison of Expenditures Budgeted/ Expended:</u>				
Board Approved Special Projects	48	46,315	65	0.14%
Boulder City Railroad	52	38,682	478	1.24%
Special Projects (Restricted)	55	338,469	0	0.00%
Total Expenditures:		\$423,466	\$543	0.13%

Revenue/Expenditure Comparison Narrative:

The above figures reflect the first quarter of fiscal year 2021 revenues and expenditures as of June 30, 2021. * Further detail available in the below identified sections.

Nevada State Railroad Museum-BC
 Report to the Board
 September 24, 2021

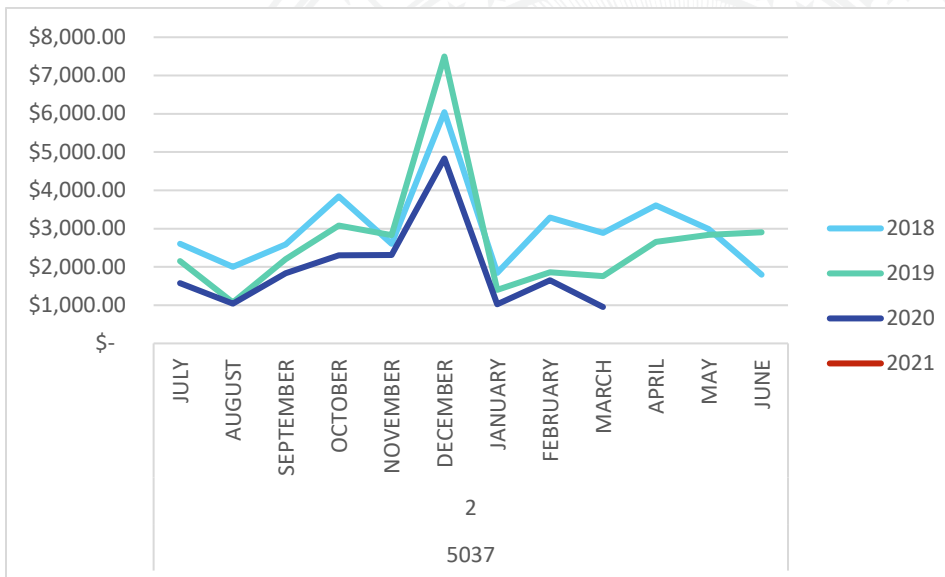
II. Museum Store Sales

Store sales chart comparison against four previous fiscal years.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 21	85	0	0	0	0	0	0	0	0	0	0	647	731.99
FY 20	1,578	1,042	1,838	2,303	2,307	4,833	1,026	1,653	952	0	0	0	17,533
FY 19	1,717	1,071	2,200	3,080	2,828	7,497	1,401	1,855	1,759	2,649	2,839	2,900	31,798
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
YTD	85	0	0	0	0	0	0	0	0	0	0	732	732
YTD COMPARISON	5.4%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	4.2%
MONTHLY COMPARISON	5.4%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	#DIV/0!	#DIV/0!	#DIV/0!	

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

NSRM BC STORE SALES ANNUAL COMPARISON



Museum Store Sales Narrative: The museum store has been closed since March 14th 2020 due to Covid-19. Under normal circumstances, store sales are limited by the size of the very small store (196 square feet). We are concerned about how to deal with social distancing in this small space when we can reopen the museum. As we look to reopening the store, we are finding that identifying new merchandise is difficult. At this time museum attendance is severely depressed, making the cost of a part time (manpower) staff not economically viable. During much of Covid, the POS system was out of service, removed to be upgraded in August and as of late November has not been returned. The system has since been returned and tested. Store sales are reported through June 30, 2021

III. Museum Store Revenue and Expenditure Chart

FY2021	Revenues	Expenditures			Total Expenditure	Net Profit (Loss)	% Net Profit (Loss)
		Merchandise	Personnel	Oper/Other			
July	85	-	-	-	-	85	100.0%
August	-	-	-	30	30	(30)	0.0%
September	-	-	-	30	30	(30)	0.0%
October	-	-	-	30	30	(30)	0.0%
November	-	111	-	30	141	(141)	0.0%
December	-	-	-	30	30	(30)	0.0%
January	-	-	-	30	30	(30)	0.0%
February	-	-	-	30	30	(30)	0.0%
March	-	-	-	30	30	(30)	0.0%
April	-	-	-	30	30	(30)	0.0%
May	-	-	-	30	30	(30)	0.0%
June	647	-	-	67	67	580	89.6%
FY21 Total	732	111	-	367	478	254	34.7%
FY20 Total	17,533	11,432	3,430	3,652	18,514	(982)	(5.6%)
FY19 Total	31,798	18,869	6,382	2,103	27,353	4,445	14.0%
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%

Museum Store Revenue and Expenditure Narrative: Between 3 ½ month of lost sales and charges for the Window 10 upgrade, the store had a net 5.6% in FY 20. There have been no sales in FY 21. This report covers store/sales activity through June 30, 2021.

IV. Membership Program

Museum Membership Narrative: The NSRM/BC has no state membership program. Instead, individuals wanting to support the museum do so by joining/supporting the *Friends of the Nevada Southern Railway*. The Friends have recently been working with the Board’s Membership committee, to make their membership program consistent with the programs of the other State Museums.

Total memberships: 411, representing over 1,100 individuals.

Note: All memberships for the period April 2020 through March 2021 were extended by twelve months.

V. Museum Attendance Figures (Train Ridership Only)

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 21	0	0	0	404	306	0	0	93	473	279	1,266	735	3556
FY 20	791	698	1,459	796	791	7,021	1,272	2,148	716	0	0	0	15,692
FY 19	1,032	806	1,421	3,044	1,687	11,727	1,158	921	2,053	1,171	827	818	26,665
FY 18	1,514	1,065	1,183	3,987	1,669	11,744	2651	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
YTD	0	0	0	404	710	0	0	803	1,276	1,555	2,821	3,556	15,692
YTD COMPARISON													
	0.0%	0.0%	0.0%	6.4%	8.9%	0.0%	0.0%	3.7%	5.4%	0.0%	0.0%	0.0%	0.0%
MONTHLY COMPARISON													
	76.6%	86.6%	102.7%	26.1%	46.9%	59.9%	109.8%	233.2%	34.9%	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.													

The museum closed March 12, 2020 due to the Covid-19 pandemic. We cautiously restarted train rides in October, then were forced to shut down again in November. We did not offer a Christmas program. We again reopened cautiously in February with very limited seating capacity. This report covers store/sales activity through June 30, 2021.

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:

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 18	0	0	0	0	0	0	315	374	400	1026	0	0	2115
FY 19	0	0	0	0	0	0	693	1242	1413	1226	0	0	4574
FY 20	0	0	0	888	1788	1111	1152	1500	778	0	0	1012	3787
FY 21	1374	986	2585	6020	5675	4196	3462	3462	3698	4343	7008	4256	35801

In F/Y 2018 and 2019 REX only operated January through April. They recommenced operations on October 11, 2019 for the 2020 season. They now have a dedicated Boulder City fleet of rail-explorer vehicles and operate in Boulder City year-round. They were closed due to the virus from March 15 through early June. Their current contract with the state expires in March 10, 2020. We completed an RFP on January 15 and are now in the process of renewing their contract. REX revenue is included in “Train Ride Receipts” below. This report covers store/sales activity through June 30, 2021.

VI. Attendance Traffic (Display Pavilion Only)

Current attendance traffic compared against four previous fiscal years.													
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 21	1208	907	1024	654	424	339	399	502	616	717	936	899	8625
FY 20	2,380	1,189	594	1,774	1,062	2,865	857	1,502	512	0	0	0	12,735
FY 19	871	486	1,236	1,166	745	3,030	280	1,200	1,100	675	728	2,731	14,248
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
YTD	1,208	2,115	3,139	3,793	4,217	4,556	4,955	5,457	6,073	6,790	7,726	8,625	8,625
YTD COMPARISON													
	138.7%	155.9%	121.1%	100.9%	93.6%	60.5%	63.4%	60.5%	60.0%	0.0%	0.0%	0.0%	
MONTHLY COMPARISON													
	273.2%	244.7%	48.1%	152.1%	142.6%	94.6%	306.1%	125.2%	46.5%	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 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 use an automatic counter to determine attendance. Additionally, we maintain a visitor logbook. That book shows that as many as 70% of our weekday guest are from outside the Las Vegas area. Increasingly we have volunteers working on the equipment in the pavilion and interacting with guests. In January we started an occasional docent program in the RPO car. Due to the pavilion was closed March 12. Staff report that guests continue to visit the museum during the closure, We have formally allowed visitors since late May. REX has resulted in longer pavilion hours. Report is through June 30, 2021

VII. Train Ride Receipts

Train Ride receipts compared against four previous fiscal years.													
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 21	0	5,805	6,075	10,310	22,692	12,285	16,875	11,475	15,891	12,435	9,070	53,971	176,884
FY 20	6,507	4,796	10,691	15,200	36,850	94,631	17,680	20,016	22,144	6,135	0	0	234,650
FY 19	7,192	7,217	8,748	21,615	43,732	83,844	12,465	17,012	19,953	22,535	11,996	11,972	268,281
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
YTD	0	5,805	11,880	22,190	44,882	57,167	74,042	85,517	101,408	113,843	122,913	176,884	176,884
YTD COMPARISON													
	0.0%	51.4%	54.0%	59.7%	60.6%	33.9%	39.7%	41.4%	44.4%	48.5%	52.4%	75.4%	
MONTHLY COMPARISON													
	0.0%	121.0%	56.8%	67.8%	61.6%	13.0%	95.4%	57.3%	71.8%	202.7%	#DIV/0!	#DIV/0!	
Year-to-Date Comparison compares the cumulative year to date figures against the same time period in the previous year.													
Monthly Comparison compares the current month of the current year against the same month in the previous year.													

Train Ride Receipts Narrative: Covid impacts on year FY 20 were mitigated by a very successful Christmas program and REX payments. Train ride receipts shown for FY 21 are entirely REX payments. Public train rides restarted on Oct 17th but were again suspended on Nov 12. At this date, it believed that we will have a Christmas program in December 2021. Report is through June 30, 2021.

VIII. Fundraising Activities

Staff and our Blue-Ribbon Committee continues to work towards support for museum expansion. The immediate priority is funding the completion architectural package, to have the project “shovel ready” when bond money becomes available. It is believed that we will be receiving \$1.5 million in this legislative cycle from the initial bond fund distribution

IX. General Museum Activities

- **Corvid-19.** As the pandemic loomed in early 2020, the museum tried to prepare, We updated our emergency procedures to include Covid response, purchased supplies including a suitable disinfectant which can be used on upholstered seats. The friends have purchased masks, and UV lights to disinfect those masks. REX has purchased hand sanitizer dispensers for use on the platform. Despite these preparations, the Museum closed March 12, 2020 due to the pandemic. We opened our outdoor spaces in late May, without train rides. Working with REX we developed a plan to allow their renewed operation with social distancing when the Governor allows gathering of 50 people or more Regular public train rides followed when large gatherings were allowed. Currently we are under no capacity restrictions. But are under TSA masking rules.
- **Museum Expansion.** On June 3rd, 2019 the Senate passed the Conservation Reauthorization Bond Act, AB 84, which includes \$30 million for state museums, of

which a significant amount is earmarked for expansion of the Boulder City Railroad Museum. Additionally, the Regional Transportation Commission has programmed \$500,000 to design our access road this year, and \$5 million to build it in f/y 2021, pending coordination with the Division of State Lands and project management by the Division of State Public works. It is likely that the fiscal impacts of the virus will impact the timeline for developing the new museum.

The City of Boulder city is currently in design for the access road for the new museum campus. Schematic Review is complete, and two public comment sessions have been held. It is anticipated construction will begin in early 2022.

We are anticipating receiving AB 84 bond funding to complete design of the visitor center this fall. Meetings have been held with the architect and other parties to restart the design process.

- **I-11, Bridge status.** Staff continues to work with NDOT, the City of Henderson, the PUC and the Federal Railroad Administration (FRA) to extend the museum train ride over the bridge. The FRA has accepted our operating plan and inspected the track. We have a interlocal agreement with NDOT. Henderson now has an interlocal agreement with NDOT. and now are writing an interlocal agreement to offer us. Again, Covid has disrupted this process. We recently received a draft agreement from Henderson and are reviewing that in anticipation of signing it soon. The Boulder City Chamber has received a county grant which they are using to install a derail and make some track repairs.
- **Locomotive & Rolling Stock Maintenance Issues.** Maintaining antique railroad equipment continues to be a challenge. On two occasions we have not had a operable locomotive, Union Pacific 844. (We returned UP 1000 to service in early January.) Locomotive 1855 is out of service pending rebuilding the scavenging blower (gear driven supercharger). Locomotive L-3 has a blown head gasket. Parts for its obsolete engine are nearly impossible to source. This raises the question, “are we consuming the historic fabric of our railroad equipment”

Since the June Board of Museums meeting staff has revised and updated our equipment roster including condition reports. It is attached to this report.

- **Restoration.** Restoration continues on our 1899 private car, *Ellsmere*. Volunteers continue to clean interior woodwork removing darkened varnish. This is a slow process, which will take some years to complete. We recently removed the car’s exterior siding to the allow inspection and repairs to the car’s wall framework.

Significant repairs were made to the museum’s to steel “open cars” (built from boxcars) including floor repairs.

- The **Friends of the Nevada Southern Railway** continues to improve their website <https://nevadasouthern.com/>. The new site is much improved both in appearance, and it

Nevada State Railroad Museum-BC
Report to the Board
September 24, 2021

function. This site includes the ability purchase memberships online consistent with the Board of Museum's Membership committee's concepts as well as on-line shopping.

- **Social Media Presence.** We have continued to utilize social media channels to promote our events as well as the regular weekend train rides. We monitor reviews on Facebook, Trip Advisor and Google. As of this Director's report we are no longer monitoring Yelp. We find that social media is an excellent tool in outreach for the museum's events and programs. We note that it is common for crowd base review sites to have separate pages for the railroad museum and its excursion railroad or Friends organization as well as for Rail Explorers. This can lead to confusion if not managed. We also note that these review sites change the way they present information, making direct quarter to quarter comparisons difficult. As social media matures, we find it more difficult to maintain our presence. DMH policies make it difficult to pay for ads or to "boost" posts.

On **Trip Advisor** with two separate pages, both as a "Thing to do" with 4.5 stars with a combined 187 reviews.

Additionally, REX has a page as a "tour" with 5 stars with 687 reviews.

On **Google** – 4.5 stars with 844 reviews (47 new reviews in the last three months). With REX scoring 4.8 stars with 357 reviews.

On **Facebook** – for the Railroad Museum, 5 stars with 8937 likes, 9236 followers

-- for the "Friends", 5 stars with 5072 likes, 5289 followers

Note, Rail Explorers now has a single page for 4 locations

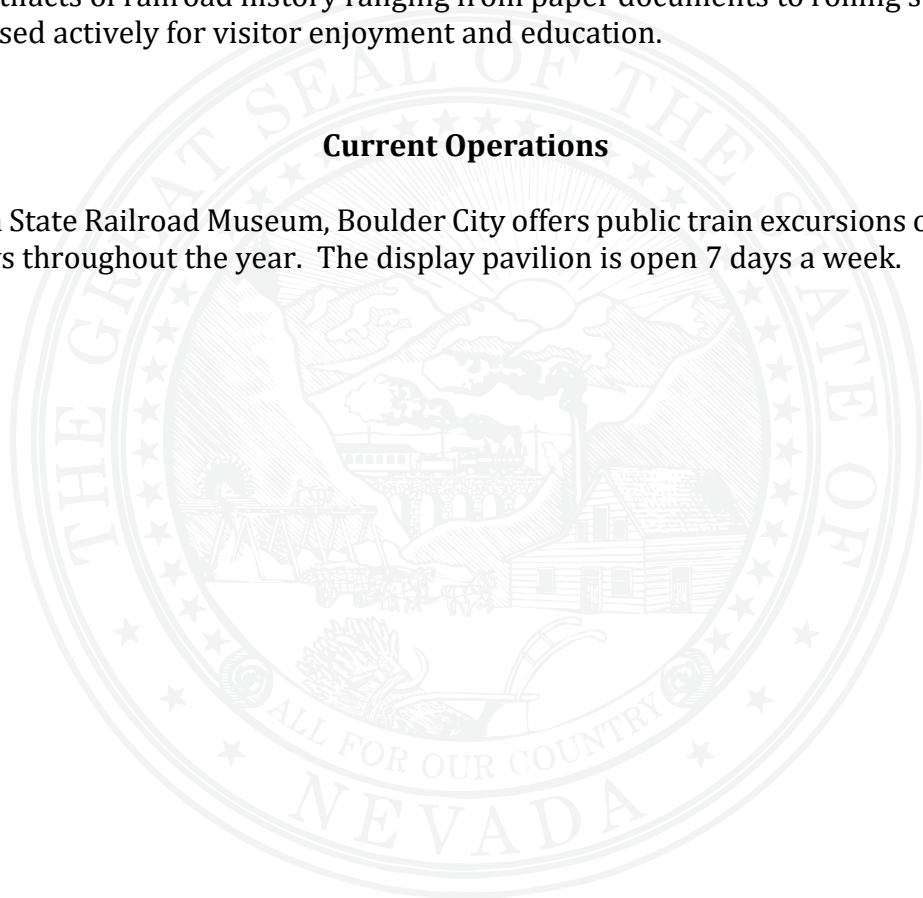
- During this report period (April, May & June), school trains, engineer for an hour, and chartered trains were all canceled as a result of the museum's closure.
- The Live Steam (7.5" gauge ride on model trains). They were closed at the time of the museum closure to allow significant track upgrades. Those upgrades have been largely completed as of now (May 2021) and public rides have been restarted when weather permits.
- Collection Trailer. This museum has never had collections storage space, or collections software. During Covid, my assistant John Walker lead a crew who turned a former Air Force office trailer into a dedicated collections space. Work included painting the trailer, replacing the floor and ceiling. Future plans include air conditioning. Collections are being documented using Word and Excel. As of late August 50% of the museums paper collection has been moved into the new trailer.
- 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. Volunteer hours were, 1,661 in April, 1,734 in May and 1,189 in June.

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.





**REPORT TO THE
BOARD OF MUSEUMS AND HISTORY
SEPTEMBER 24, 2021**

I. Private Funds Budget Summary

Private Funds Budget Summary B/A #5037 - East Ely				
State Fiscal Year 2021				
		Total	Year to Date	Percentage
	GL/Cat#	Budget	Actuals	Year to Date
Cash From Prev Fiscal Year Unrestricted	2511	52,080	52,080	100.00%
Cash From Prev Fiscal Year Restricted	2511	5,000	5,000	100.00%
Cash Bal Fwd New Fiscal Year Unrestricted	2512	-35,176	(35,176)	100.00%
Cash Bal Fwd New Fiscal Year Restricted	2512	-1,000	(1,000)	100.00%
<u>Comparison of Revenues Budgeted/ Received:</u>				
Facilities Charge	3801	3,000	0	0.00%
Gifts & Donations	4251	3,565	200	5.61%
Restricted Special Projects	4265	6,000	1,000	17%
Outside Bank Account	4454	0	0	0.00%
Total Revenues :		\$12,565	\$1,200	9.55%
<u>Comparison of Expenditures Budgeted/Expended:</u>				
Board Approved Special Projects	48	6,541	0	0.00%
East Ely Depot	51	35,855	855	2.39%
Special Projects (Restricted)	55	11,000	0	0.00%
Total Expenditures :		\$53,396	\$855	1.60%

Revenue/Expenditure Comparison Narrative:

The above figures reflect revenues and expenditures as of June 30, 2021.

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

Nevada State Railroad Museum-EE
 Report to the Board
 September 24, 2021

VI. Attendance Receipts

Current attendance receipts compared against four previous fiscal years.													
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 21	0	0	0	0	0	0	0	0	0	0	0	0	0
FY 20	0	0	0	0	0	0	0	0	0	0	0	0	0
FY 19	0	0	0	0	0	0	0	0	0	0	0	0	0
FY 18	0	0	0	0	0	0	0	0	0	0	0	0	0
FY 17	0	0	0	0	0	0	4,716	0	0	0	0	2,962	7,678
YTD	0	0	0	0	0	0	0	0	0	0	0	0	0
YTD COMPARISON													
	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	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	N/A
Year-to-Date Comparison compares the cumulative year to date figures against the same time period in the previous year.													
Monthly Comparison compares the current month of the current year against the same month in the previous year.													

Museum Attendance Receipts Narrative:

Ely is meeting its posted hours from 8:00 – 4:30 on weekdays thanks to the dedication of a very small staff.

VII. Fundraising Activities

We are encouraged by the potential of funds coming from the bond monies that will aid our building restoration. Our plans are to continue work on the Freight Building by insulation, installing HVAC, and fire suppression. We hope this goes through.

VIII. General Museum Activities

- We have met with the engineer from SPWB regarding the Freight Building project and explained our needs going forward. They are working the numbers now and will let us know what the costs will be to complete what we need done. It is always tricky to adapt a 1906 building to meet modern codes. Fortunately, we are building on the previous restoration projects that gives us a better chance of completing the next steps. Our goal is to have a year-round facility with exhibits, community meeting space, and storage that meets accreditation standards. It is what we have been working toward for three decades.
- We are assembling a community team of stake holders to share their vision of what the Freight Building will include upon completion of the next phase of restoration. We are inviting members of our community from tourism, education, government, and preservation groups and will hold scoping meetings to ensure complete community involvement.
- Building restoration met an unexpected delay when hornets were discovered behind the facia of the Depot’s east side. There were enough of them to drive Joel Jensen, Facility Restoration off the scaffold until we could complete the extermination process. We’ve never seen that many hornets in one place but after several treatments, we are back to the restoration project.

- Ely was the venue of eastern Nevada's first "Bricks and Rails" Festival. A zealous group of LEGO enthusiasts brought their creations and displayed them to the public in our Freight Building. Part of the event was a competition for young designers to show their work. The event was well received and brought steady visitation. We co-sponsored the event that this group would like to make an annual event. They cited the Freight Building as the perfect venue and promised to return. The event indicates the need this building will meet for our community. We look forward to filling the need for community meeting space.
- Our new exhibits are completed and delivered. They look fantastic! Our thanks go out to Dan and the Staff of NSRM. We utilized their graphic designer and printer and are pleased with the product. We will be installing those as summer projects wrap up and weather turns colder. We are especially pleased with the video ADA component of the exhibits which has been completed and is now available at: <https://www.dropbox.com/s/3oxfimfm9nk9s34/The%20Copper%20Line.mp4?dl=0>
- 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

The staffing remains at a bare minimum, but we are meeting our posted hours of 8-4:30 daily. Staff have been immunized to guard against further spread of COVID-19.



NEVADA MUSEUMS & HISTORY
Steve Sisolak | Governor
Myron Freedman Administrator

NEVADA STATE MUSEUM
CARSON CITY
VACANT | Director
600 North Carson Street
Carson City, NV 89701

**REPORT TO THE
BOARD OF MUSEUMS AND HISTORY
SEPTEMBER 24, 2021**

I. Private Funds Budget Summary

Private Funds Budget Summary B/A #5036				
State Fiscal Year 2021		Total	Year to Date	Percentage
	GL/Cat#	Budget	Actuals	Year to Date
Cash From Prev Fiscal Year Unrestricted	2511	175,018	175,018	100.00%
Cash From Prev Fiscal Year Restricted	2511	197,053	197,053	100.00%
Balance Forward to New Fiscal Year Restricted	2511	34,844	34,844	100.00%
Balance Forward to New Fiscal Year Unrestricted	2512	-236,572	-236,572	100.00%
Balance Forward to New Fiscal Year Restricted	2512	-160,232	-160,232	100.00%
			10,111	
<u>Comparison of Revenues Budgeted/ Received:</u>				
Facility Rentals	3801	7,470	0	0.00%
Charges for Services - Anthro	3871	60,000	24,319	40.53%
Coin Press Sales	3872	200,000	88,542	44.27%
Memberships*	4008	34,330	20,760	60.47%
Photograph Sales	4010	405	1,945	480.25%
Merchandise Sales*	4025	201,507	177,964	88.32%
Book & Pamphlet Sales	4052	71	0	0.00%
Gifts & Donations	4251	5,000	3,018	60.36%
Private Grants	4265	25,000	24,174	96.70%
Treasurer's Interest	4326	9,642	2,836	29.42%
Outside Bank Account	4454	10,000	10,000	100.00%
Total Revenues Received:		\$553,425	\$353,558	63.89%
<u>Comparison of Expenditures Budgeted/ Expended:</u>				
Anthropology	37	15,000	2,177	14.51%
Natural History	39	10,000	4,566	45.66%
Administration	41	68,591	32,254	47.02%
Education	42	11,255	2,629	23.36%
Exhibits	43	15,000	10,818	72.12%
History	45	18,274	12,346	67.56%
Board Appr Special Projects	48	283,385	10,997	3.88%
Museum Store*	49	183,475	110,191	60.06%
Coin Press	50	80,498	39,021	48.47%
Special Projects (Restricted)	55	194,774	33,522	17.21%
Restricted Collection Storage Maintenance	56	64,844	5,309	8.19%
Total Expenditures:		\$945,096	\$263,830	27.92%

Nevada State Museum
 Report to the Board
 September 24, 2021

The impact from the pandemic caused health and fiscal crisis included museum closures and reduced operating hours, which translated into fewer visitors and reduced revenues. Expenses were kept in check as a result, including laying off a MDTF position. Other reductions included income from Anthro Services. We were unable to receive collections due to construction activities associated with the Indian Hills expansion. Although it typically is not possible to predict arrival of incoming CRM collections, some of the collections listed in the BLM Programmatic Agreement are expected soon, which means additional revenues for curatorial services.

The above figures reflect the fourth quarter of fiscal year 2021 revenues and expenditures as of June 30, 2021. * Further detail available in the below identified sections.

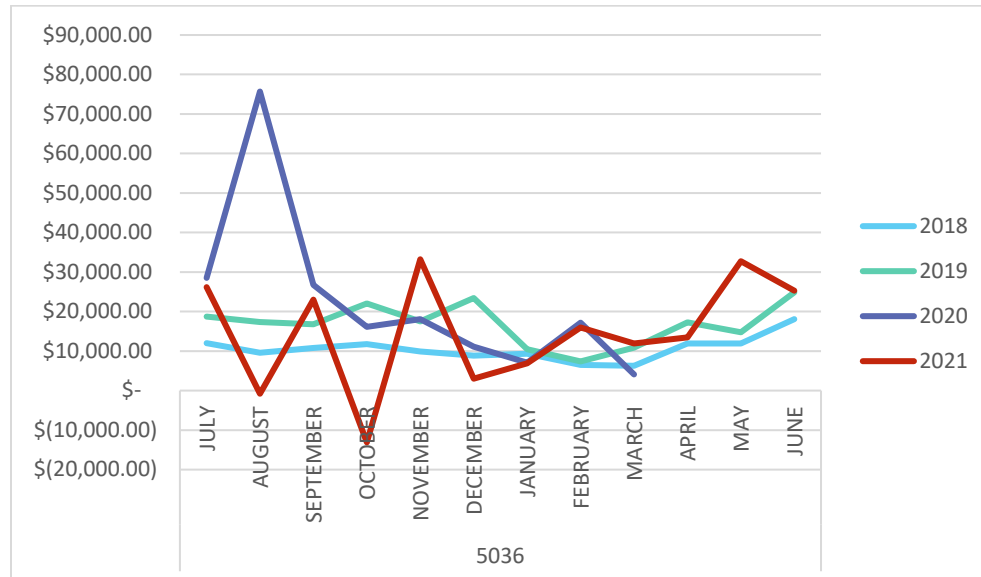
II. Museum Store Sales

Store sales chart comparison against four previous fiscal years.													
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
FY 21	26,205	(779)	22,992	(13,098)	33,232	3,044	6,926	15,963	11,946	13,451	32,779	25,302	177,964
FY 20	28,512	81,778	29,889	16,118	18,073	14,698	7,092	17,194	3,879	0	0	3,099	220,331
FY 19	16,911	17,371	16,759	22,031	17,494	23,457	10,453	7,386	10,879	17,063	14,771	24,868	199,443
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
YTD	26,205	25,426	48,418	35,320	68,552	71,597	78,523	94,486	106,433	119,883	152,662	177,964	177,964
YTD COMPARISON													
	91.91%	23.05%	34.54%	22.60%	39.31%	37.87%	40.03%	44.29%	48.99%	55.19%	70.28%	80.77%	
MONTHLY COMPARISON													
	91.91%	-0.95%	76.92%	-81.26%	183.88%	20.71%	97.66%	92.84%	307.98%	#DIV/0!	#DIV/0!	816.44%	
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 were somewhat down due to pandemic impacts, though finished strong on medallion sales. Some of the (losses) and totals reflect timing of when income is posted. Report is through June 30, 2021.

NEVADA STATE MUSEUM STORE SALES ANNUAL COMPARISON



III. Museum Store Revenue and Expenditure Chart

Museum Store Profit and Loss Chart							
FY2021	Revenues	Expenditures			Total Expenditure	Net Profit (Loss)	% Net Profit (Loss)
		Merchandise	Personnel	Oper/Other			
July	26,205	-	2,455	-	2,455	23,750	90.6%
August	(779)	-	4,730	-	4,730	(5,509)	707.2%
September	22,992	5,282	4,609	18	9,909	13,083	56.9%
October	(13,098)	4,601	6,540	40	11,181	(24,279)	185.4%
November	33,232	15,620	4,999	-	20,619	12,613	38.0%
December	3,044	337	4,999	-	5,336	(2,292)	(75.3%)
January	6,926	1,859	5,443	-	7,302	(376)	(5.4%)
February	15,963	-	5,143	-	5,143	10,821	67.8%
March	11,946	2,205	5,561	-	7,766	4,181	35.0%
April	13,451	7,604	7,816	125	15,545	(2,094)	(15.6%)
May	32,779	3,460	5,143	2,242	10,844	21,934	66.9%
June	25,302	18,796	7,341	383	26,521	(1,219)	(4.8%)
FY21 Total	177,964	59,764	64,778	2,808	127,351	50,613	28.4%
FY20 Total	220,331	79,293	68,694	9,598	157,585	62,746	28.5%
FY19 Total	199,443	90,442	70,962	5,885	167,289	32,154	16.1%
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%

Museum Store Revenue and Expenditure Narrative: Store revenues were healthy over expenses. Report is through June 30, 2021.

IV. Membership Figures

Memberships (new and renewals) chart comparison against four previous fiscal years.										
Membership	<u>July - Sep</u>		<u>Oct - Dec</u>		<u>Jan - Mar</u>		<u>April - June</u>		<u>TOTAL</u>	
Categories	<u>New</u>	<u>Renew</u>	<u>New</u>	<u>Renew</u>	<u>New</u>	<u>Renew</u>	<u>New</u>	<u>Renew</u>	<u>New</u>	<u>Renew</u>
Individual	4	7	3	24	5	19	4	21	16	71
Family	14	21	2	17	6	20	8	19	30	77
Sustaining	3	11	2	9	2	17	0	15	7	52
Contributing	0	0	0	2	0	3	0	0	0	5
Patron	0	0	0	1	0	0	1	0	1	1
Benefactor	0	1	0	0	0	1	0	2	0	4
Senior	11	20	6	36	8	31	10	30	35	117
Student	2								2	
FY 21	34	60	13	89	21	91	23	87	91	327
FY 20	59	122	26	101	65	137	0	0	150	360
FY 19	66	127	35	90	71	124	74	152	246	493
FY 18	56	112	23	65	59	107	53		191	284
FY 17	92		85		197		179		553	0
YTD	34	60	13	89	21	91	23	87	91	327
<u>YTD COMPARISON</u>										
	57.63%	49.18%	55.29%	66.82%	45.33%	66.67%	60.67%	90.83%		
<u>QUARTERLY COMPARISON</u>										
	57.63%	49.18%	50.00%	88.12%	32.31%	66.42%	#DIV/0!	#DIV/0!		

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

Membership Figures Narrative:

Compared to recent years the numbers lag in new memberships, which was expected during the pandemic when there were fewer events. Total renewals are not too far behind pre-pandemic levels, excepting 2019 when we experienced high interest in Mint 150 activities. Membership records management was assumed by the store manager after the Sales and Promotion Rep was laid off. There will be some adjustment to numbers as renewal backlog is processed. Report reflects activity through June 30, 2021.

Nevada State Museum
Report to the Board
September 24, 2021

Membership Sales

Membership sales comparison against four previous fiscal years.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 21	995	395	1,380	4,870	430	1,420	875	1,420	1,790	2,390	2,140	2,655	20,760
FY 20	1,545	4,360	1,840	2,355	835	1,695	3,405	1,835	5,245	0	0	0	23,115
FY 19	2,280	3,390	1,995	1,760	1,225	2,650	3,700	2,300	3,835	3,725	2,880	4,590	34,330
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
YTD	995	1,390	2,770	7,640	8,070	9,490	10,365	11,785	13,575	15,965	18,105	20,760	20,760
YTD COMPARISON													
	43.64%	24.51%	36.14%	81.06%	75.77%	100.00%	60.97%	61.06%	58.68%	0.00%	0.00%	0.00%	
MONTHLY COMPARISON													
	67.76%	128.61%	92.23%	133.81%	68.16%	63.96%	92.03%	79.78%	136.77%	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:

Memberships have slowed due to the pandemic. Some of the membership sale information is lagging as we switched management due to the layoff of the Sales and Promotion Rep. Report through June 30, 2021.

V. Museum Attendance Figures

Current attendance receipts compared against four previous fiscal years.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 21	1,567	1,338	1,380	1250	240	581	716	943	1,323	1553	1886	2452	15,229
FY 20	4,781	3,204	2,901	5,509	2,436	1,373	1,678	3,579	1,065	890	410	350	28,176
FY 19	4,059	3,065	2,808	5,666	3,713	1,947	1,852	1,341	2,770	3,628	3,947	3,923	38,719
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
YTD	4,781	7,985	10,886	16,395	18,831	20,204	21,882	25,461	26,526	27,416	27,826	28,176	28,176
YTD COMPARISON													
	117.8%	112.1%	109.6%	105.1%	97.5%	95.0%	94.7%	104.1%	97.4%	88.9%	80.0%	72.8%	
MONTHLY COMPARISON													
	117.8%	104.5%	103.3%	97.2%	65.6%	70.5%	90.6%	266.9%	38.4%	24.5%	10.4%	8.9%	
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:

Closures and restrictions imposed on the museum and visitors took a heavy toll on visitation during the fiscal year. The museum was largely closed in Nov and Dec due to virus surge. Report through June 30, 2021.

VI. Attendance Receipts

Current attendance receipts compared against four previous fiscal years.													
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 21	8,256	8,368	8,592	8,656	1,432	2,856	3,552	4,778	7,408	9,236	10,572	18,387	92092.62
FY 20	23,060	18,236	19,712	14,936	8,184	6,484	10,172	14,184	6,048	0	0	-2,103	118,913
FY 19	22,375	18,620	17,716	15,768	11,508	8,052	11,416	6,632	9,884	14,223	16,392	22,909	175,495
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
YTD	23,060	41,296	61,008	75,944	84,128	90,612	100,784	114,968	121,016	0	0	118,913	118,913
YTD COMPARISON													
	103.1%	100.7%	103.9%	102.0%	97.8%	96.4%	95.6%	102.6%	99.2%	0.0%	0.0%	67.8%	
MONTHLY COMPARISON													
	103.1%	97.9%	111.3%	94.7%	71.1%	80.5%	89.1%	213.9%	61.2%	0.0%	0.0%	-9.2%	

Attendance Receipts Figures Narrative:

Closures and restrictions imposed on the museum and visitors took a heavy toll on visitation during the fiscal year. The museum was largely closed in Nov and Dec due to virus surge. Report through June 30, 2021.

General Museum Activities

Attendance had a moderate rebound in Q4. Saturdays were particularly well attended as we continued our weekly demonstration of Coin Press No. 1.

Curatorial staff continued monthly online programming, including postings for Curatorial Postcards, which is tied to Curator’s Corner live and recorded presentations and the First Lady Presents online feature. All these programs are available on the museum website, and many on our YouTube channel.

<https://www.youtube.com/channel/UCttFcEvtqkzLWMPC7FUX5jg>

AAM accreditation: the museum continues to respond to AAM requirements for re-accreditation, and will do so into the Spring. The filling of positions in the next year is a key goal.

Personnel

Q4 saw no new hires at NSM. However, requests to recruit were submitted for Facilities Supervisor and Sales and Promotion Rep. Museum Director and Security Officer are pending.

Fundraising Activities

Nevada State Museum
Report to the Board
September 24, 2021

The Nauman Grant application was submitted by Registrar Mary Covington for support of new cabinets to house a portion of history collection. She was notified in June of an award of \$5000.

The State Capitol Sesquicentennial medallion was launched on May 22. On May 5th, a ceremony took place in front of the Capitol to mark the occasion of the Capitol's milestone anniversary with remarks given by Governor Sisolak and Treasurer Conine. Approximately 350 medallions were minted over the next few months, and approximately 50 are currently in inventory. Sold medallions went for \$75 apiece.

Education

Education Department Impact: Staff and volunteers provided museum experiences for 868 people in Q4. This number includes all the individual programs listed below. Many opportunities to interact with people were restricted because of public health concerns. 1,924 for the whole fiscal year

On June 1st the Capitol building was opened by appointment only for guided tours with a maximum of 5 people only. We held a Grand Opening event on June 5th where 50 people came to watch the presentation of a proclamation by the Governor and we gave 73 people tours of the building. During the month of June an additional 242 people signed up for tours of the Capitol Building.

Frances Humphrey Lecture Series; April: Nevada Capitol Building at 150 by Ron Roberts, May: NASA Mars Perseverance Rover and Nevada, and June: Tales of Carson Valley by Karen Dustman. All lectures were well received and posted on YouTube for further enjoyment.

Family Fun Saturday on Zoom and Facebook Live; April: Architecture and Building, May: Yarn Lei Making, and June: P.S. I Love Nevada Post Cards.

Coin Press Program: Volunteers staff coin press demonstration every Saturday from 11:00am-3:00pm

Curator's Corner: Curators deliver brief presentations on artifacts to visitors passing through the demonstration gallery. April was Ron Roberts with Drawings of the Capitol, May was Rachel Delovio with Tapas and Tapa tools, June was George Baumgardner with Ichthyosaur Centrum. Audience level varies with museum attendance. Program is a collaboration between Curators and Exhibits. Selected programs are videotaped for inclusion on YouTube Channel.

Major project: On April 20th, Mina presented an online program for Streamable Learning called World War II and the Unsinkable USS Nevada.

Volunteers-28 volunteers served 763 hours in the Education department during the quarter. 2,608 hours for the entire fiscal year.

History Department

Mary Covington is guiding a project to digitize the card catalog. By the end of May, they had completed scanning 16,103 cards. This project has already yielded great value in enhanced curator capabilities in researching objects and as an aid in the inventory projects. Mary continued to work with all other museum staff and departments and assist with curator's corner, exhibits, staff research and photo requests, AAM and other projects as they arose. In May NSM received an extraordinary donation of the complete set (framed) of Volume 15 of the Edward S. Curtis prints on the North American Indian, a set of Caples prints, the Fremont Expedition Map; 1844-1846, and the Map of the Army of the West; Kearney 1848. I had worked with the family for over a year on this donation.

Curator Jan Loverin taped programs on the Mariano Fortuny gown, and on an 1880's women's bodice. Both were also presented as live Curator's Choice programs.

Anthropology Department

Construction on the Indian Hills expansion was concluded in June, adding over 2,000 square feet to the building. NSM staff, Curator Rachel Delovio and Facilities Supervisor Albert Depew coordinated with SPW and the contractors to insure work proceeded smoothly. The project was in partnership with the BLM, and will be used to house CRM materials removed from federal land in Nevada.

NRS 381 NAGPRA activities: Curator Anna Camp is maintaining contact with LCB regarding NRS 381 NAC, which is still with that agency. Anna is beginning NAGPRA consultations with California Native American Heritage Commission and California tribes for repatriation of human remains curated by NSM. Pyramid Lake Tribal Historic Preservation Office requested Anna to conduct training for tribal archaeological monitors. Anna is also continuing with producing oral histories from Washoe elders with support from the Washoe Cultural Committee and the Washoe Tribal Historic Preservation Office.

The department took in a major basketry donation of 18 cradle boards and 9 baskets from the Colgrove family of Reno and Carson City. Also, a major basketry donation in honor of Catherine Fowler consisting of 5 documented and published Washoe and Western Shoshone baskets from Larry Dalrymple of Santa Fe.

Anna and Gene attended and assisted the Division in AB 103 hearings during legislative session.

Anna and Gene conducted Behind the Scenes basketry vault tours each month and by special request.

Anna presented at Bower's Mansion on the Washoe Tribe and guest lecture for Museum Studies Class on NAGPRA;

Gene continues with exhibit text editing and writing for the Mint landing exhibit, and he continues with research and manuscript writing for Crypt Cave locust cache.

Gene Hattori and Anna Camp guest lectured for several UNR classes.

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 four days a week, Wednesday through Saturday.



NEVADA MUSEUMS & HISTORY
Steve Sisolak | Governor
Myron Freedman | Administrator

NEVADA STATE MUSEUM
CARSON CITY
Myron Freedman | Director
600 North Carson Street
Carson City, NV 89701

Memo

Date: September 7, 2021
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 \$5,000.00 from the John & Grace Nauman Foundation for the purchase of museum cabinets.

These funds will be held in the State Treasurer’s Office and expended out of B/A 5036, Category 55, Restricted Account 3603.

Approval: _____
Chairman, Board of Museums & History Date

Copy

JOHN and GRACE NAUMAN FOUNDATION

180 Plantation Drive
Carson City, Nevada 89703

Telephone: (775) 882-5397

June 14, 2021

Mary W. Covington
Registrar and History Collection Manager
Nevada State Museum
600 North Carson Street
Carson City, NV 89701-4004

Re: Nauman Support Application

Dear Ms. Covington:

The John and Grace Nauman Foundation, by through its Trustees, Joan Gardner, John McKenna and myself, have decided to provide the Nevada State Museum the sum of \$5,000.00 to purchase museum cabinets.

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

Sincerely,



TODD RUSSELL

JTR/acj
Enclosure

cc: Joan Gardner, Trustee
John McKenna, Trustee

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

Morgan Stanley

1120
25-80/40

Pay to the
Order of

Nevada State Museum

\$ *5000.00*

6/14/2021
Date

Five Thousand and 00/100 — Dollars



DMB Bank, N/A
Kansas City, MO 64106
1-800-888-3409

Expense
Analyzer

For

DMF

John J. Pearce
Bob McKenna

MP



July 29, 2021

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

Attn: Todd Russell

Dear Judge Russell,

On behalf of the Nevada State Museum and the board of Museums and History, I wish to thank you and the John & Grace Nauman Foundation for the generous donation of \$5,000 to the Nauman Fund for the purchase of museum cabinets

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.

Sincerely,

Myron Freedman
Director, Nevada State Museum

cc: Mary Covington



Memo

July 29, 2021

To: John & Grace Nauman Foundation
Attn: Todd Russell
From: Myron Freedman, Director, Nevada State Museum
Re: \$5,000 restricted donation

The John & Grace Nauman Foundation donates \$5,000 to the Nevada State Museum's Nauman Fund for the purchase of museum cabinets.

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

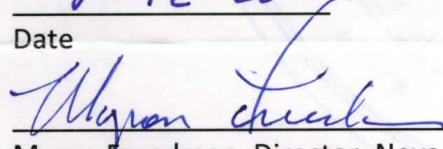
Thank you for your support!



Todd Russell

8-12-2021

Date



Myron Freedman, Director, Nevada State Museum

7/29/21

Date

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



**REPORT TO THE
 BOARD OF MUSEUMS AND HISTORY
 SEPTEMBER 24, 2021**

I. Private Funds Budget Summary

Private Funds Budget Summary B/A #5038				
State Fiscal Year 2021		Total	Year to Date	Percentage
	GL /Cat#	Budget	Actuals	Year to Date
Cash From Prev Fiscal Year	2511	74,127	74,127	100.00%
Cash Bal Fwrd New Fiscal Year	2512	-77,188	-77,188	100.00%
<u>Comparison of Revenues Budgeted/ Received:</u>				
Memberships*	4008	6,000	3,905	65.08%
Merchandise Sales*	4025	105,000	60,116	57.25%
Gifts & Donations	4251	4,612	2,208	47.88%
Private Grants	4265	500	0	0.00%
Treasurer's Interest	4326	954	453	47.45%
Outside Bank Account	4454	0	0	0.00%
Total Revenues:		\$117,066	\$66,681	56.96%
<u>Comparison of Expenditures Budgeted/Expended:</u>				
Administration	35	5,618	3,007	53.53%
Archeology Special Projects	36	2,500	316	12.64%
Buildings & Grounds	37	2,500	21	0.83%
Shelving Unit Project	38	59,086	0	0.00%
Museum Store*	41	120,143	59,441	49.48%
Special Events	42	3,000	0	0.00%
Board Appr Special Projects	48	704	0	0.00%
Special Projects (Restricted)	55	500	0	0.00%
Total Expenditures:		\$194,051	\$62,785	32.35%
Available Unrestricted Cash			836	

Revenue/Expenditure Comparison Narrative:

Lost City Museum managed to earn more revenue than expenditures as merchandise purchases were modest throughout the fiscal year.

The \$59,086 dedicated to the moveable shelves project remains unspent. This project is in progress. A structural engineer (outside of Public Works) is being located who would be able to determine the load strength of the floor could support the movable units. The plan will need Public Works approval before moving forward.

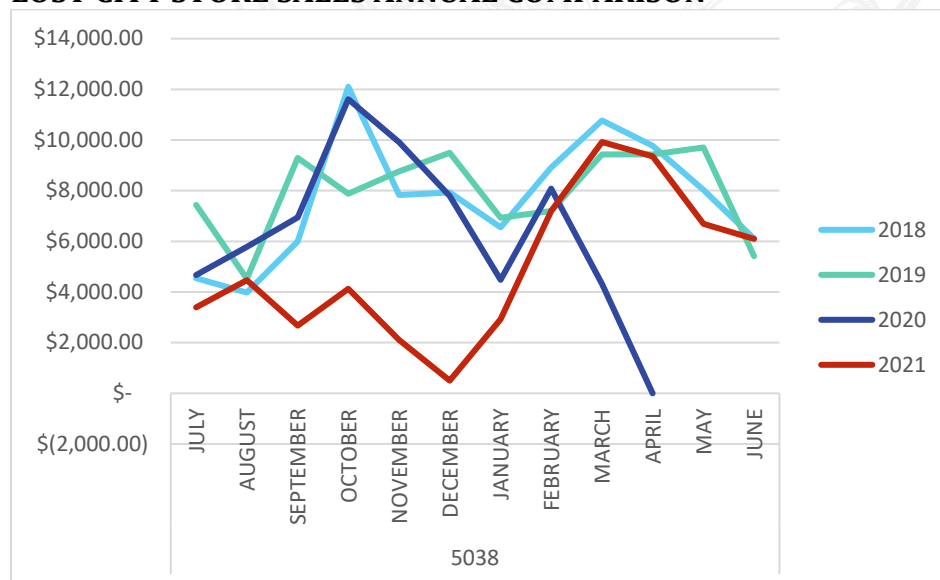
Report is through June 30, 2021.

* 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 21	3,388	4,469	2,679	4,126	2,104	476	2,956	5,541	10,524	9,351	6,694	6,099	58,408
FY 20	4,567	5,775	6,941	11,610	9,909	7,730	4,477	8,076	4,039	-1	0	337	63,460
FY 19	6,920	4,522	9,286	7,882	8,766	9,498	6,930	7,201	9,431	9,434	9,704	5,413	94,988
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
YTD	3,388	7,857	10,536	14,662	16,766	17,242	20,198	25,740	36,264	45,615	52,309	58,408	58,408
YTD COMPARISON													
	48.96%	68.67%	50.83%	51.25%	44.86%	36.78%	37.54%	42.19%	51.48%	57.11%	0.00%	61.49%	
MONTHLY COMPARISON													
	66.00%	127.72%	74.74%	147.29%	113.05%	81.39%	64.60%	112.16%	42.83%	-0.01%	0.00%	6.22%	
Year-to-Date Comparison compares the cumulative year to date figures against the same time period in the previous year.													
Monthly Comparison compares the current month of the current year against the same month in the previous year.													

LOST CITY STORE SALES ANNUAL COMPARISON



Museum Store Sales Narrative:

During the fourth quarter, Lost City Museum was open Wednesday through Sunday from 8:30 am to 4:30 pm. These hours increased in March and were maintained with no building closure through the end of the fiscal year.

LCM had increased visitation in March and April, which corresponded to an increase in sales through the Store. In May and June, profit margins decreased as visitation dipped again.

Museum Store staff continued to promote the Store through its own Facebook page. Anyone may call and request the purchase of merchandise over the phone. Sold products are sent through USPS mail.

Report is through June 30, 2021.

III. Museum Revenue and Expenditure Chart

Museum Store Profit and Loss Chart							
FY2021	Revenues	Expenditures			Total Expenditure	Net Profit (Loss)	% Net Profit (Loss)
		Merchandise	Personnel	Oper/Other			
July	3,387	-	2,340	-	2,340	1,048	30.9%
August	4,469	-	2,229	-	2,229	2,239	50.1%
September	2,679	96	2,229	517	2,842	(163)	(6.1%)
October	4,126	1,205	3,103	1,200	5,508	(1,382)	(33.5%)
November	2,104	2,135	2,329	-	4,464	(2,360)	(112.2%)
December	501	147	2,329	-	2,476	(1,975)	(394.1%)
January	2,931	1,989	2,330	-	4,319	(1,388)	(47.3%)
February	7,190	-	2,258	15	2,273	4,917	68.4%
March	9,920	1,716	2,258	191	4,165	5,755	58.0%
April	9,351	7,763	3,032	125	10,920	(1,569)	(16.8%)
May	6,694	3,693	2,186	1,242	7,122	(428)	(6.4%)
June	6,099	7,873	2,639	9	10,521	(4,421)	(72.5%)
FY21 Total	59,452	26,617	29,264	3,299	59,180	272	0.5%
FY20 Total	63,731	34,415	46,108	3,854	84,377	(20,646)	(32.4%)
FY19 Total	94,987	47,983	39,607	4,905	92,495	2,491	2.6%
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%

Museum Store Revenue and Expenditure Narrative:

The Museum Store was moderately successful throughout this quarter. Staff waited until all backstock was on the shelves before ordering new product. In April and June, the Store earned revenue similar to those months in FY18 and FY19 despite being closed on Mondays and Tuesdays. The two good months were not sufficient to offset the deficit the store suffered through its closures and reduced hours throughout FY21.

The largest expenditure is personnel. The Museum Store supports one part-time Museum Attendant I.

The report is through June 30, 2021.

IV. Membership Program
Membership Figures

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

Membership	Qtr 1 July - Sep		Qtr 2 Oct - Dec		Qtr 3 Jan - Mar		Qtr 4 April - June		TOTAL	
	New	Renew	New	Renew	New	Renew	New	Renew	New	Renew
Individual		1		1	1	2	1	4	2	8
Family		6		3		1	4	1	4	11
Sustaining		1		2		3		2	0	8
Contributing				1				1	0	2
Patron									0	0
Benefactor									0	0
Senior	4	15		9	8	18	5	12	17	54
Student	1					1			1	1
FY 21	5	23	0	16	9	25	10	20	24	84
FY 20	31	14	22	14	18	16	0	0	71	44
FY 19	5	13	5	36	12	11	8	16	30	76
FY 18	0	14	7	19	10	9	10	15	27	57
FY 17	1	14		15		19		18	1	66
YTD	5	23	5	39	14	64	24	84	24	84
YTD COMPARISON										
	16.13%	164.29%	50.00%	139.29%	19.72%	145.45%	0.00%	0.00%		
QUARTERLY COMPARISON										
	620.00%	107.69%	440.00%	38.89%	150.00%	145.45%	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.													
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 21	195	315	180	370	200	425	240	325	335	570	170	580	3905
FY 20	115	995	225	135	275	1,250	295	375	375	0	60	320	4,420
FY 19	135	600	220	365	295	415	235	355	15	320	340	295	3,590
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
YTD	195	510	690	1,060	1,260	1,685	1,925	2,250	2,585	3,155	3,325	3,905	3,905
YTD COMPARISON													
	169.57%	45.95%	51.69%	72.11%	72.21%	56.26%	58.51%	61.39%	63.99%	78.09%	81.10%	88.35%	
MONTHLY COMPARISON													
	169.57%	31.66%	80.00%	274.07%	72.73%	34.00%	81.36%	86.67%	89.33%	#DIV/0!	283.33%	181.25%	
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:

Even though the facility had reduced hours and was not open, staff continued to solicit membership renewals. This was a successful venture as more memberships were retained than in any of the last four fiscal years! Eighty-eight memberships were renewed in FY21.

Membership revenue for this past year exceeded that of FY18 and FY19. This demonstrates a growing community connection within Overton and southern Nevada. Most memberships at LCM remain sold at the Senior level.

Report is through June 30, 2021.

V. Museum Attendance Figures

Attendance chart comparison against four previous fiscal years.													
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 21	279	435	334	561	198	7	330	657	932	1011	573	519	5836
FY 20	833	991	994	2,010	1,429	707	1,069	1,166	506	0	0	0	9,705
FY 19	859	655	1,155	1,589	1,275	1,352	969	957	2,015	1,493	1,664	976	14,959
FY 18	818	766	1,038	1,667	1,198	924	998	1,280	1,874	1,655	1,131	768	14,117
FY 17	818	657	1,222	1,541	1,404	893	906	1,336	1,802	1,783	1,061	795	14,218
YTD	279	714	1,048	1,609	1,807	1,814	2,144	2,801	3,733	4,744	5,317	5,836	5,836
YTD COMPARISON													
	32.48%	47.16%	39.27%	37.79%	32.66%	26.35%	27.30%	31.79%	34.48%	0.00%	0.00%	0.00%	
MONTHLY COMPARISON													
	96.97%	151.30%	86.06%	126.49%	112.08%	52.29%	110.32%	121.84%	25.11%	0.00%	0.00%	0.00%	
Year-to-Date Comparison compares the cumulative year to date figures against the same time period in the previous year.													
Monthly Comparison compares the current month of the current year against the same month in the previous year.													

Museum Attendance Figures Narrative:

Attendance during this quarter is roughly half what it was in FY19. There were no school tours or programs held this past spring. Visitation is still being drawn mostly from “road signage.” This means that a group of people who are already out on the road see a sign and make a detour to the museum.

Report is through June 30, 2021.

VI. Attendance Receipts

	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>June</u>	<u>TOTAL</u>
FY 21	780	1,445	1,285	2,440	800	0	955	2,110	4,470	3805	2500	2470	23060
FY 20	2,855	2,950	3,555	6,125	5,185	2,847	3,940	4,640	3,235	0	0	0	35,332
FY 19	2,756	2,680	3,469	5,465	4,050	2,615	4,471	4,345	6,326	6,385	5,565	4,070	52,197
FY 18	2,605	3,180	3,510	4,911	5,165	2,670	2,965	5,481	7,435	6,705	5,355	3,020	53,002
FY 17	2,795	2,360	4,580	4,995	4,206	3,069	3,145	4,770	7,080	6,075	4,768	3,715	51,558
YTD	780	2,225	3,510	5,950	6,750	0	7,705	9,815	14,285	18,090	20,590	23,060	23,060
<u>YTD COMPARISON</u>													
	28.30%	40.93%	39.42%	41.41%	36.65%	0.00%	30.21%	32.88%	39.49%	0.00%	0.00%	0.00%	
<u>MONTHLY COMPARISON</u>													
	103.59%	110.07%	102.48%	112.08%	128.02%	108.87%	88.12%	106.79%	51.14%	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:

A modest revenue was gained through attendance receipts this quarter. While the museum had increased hours this quarter, it was not sufficient to recoup the deficit. Overall, the museum earned 30,000 less than in FY19.

Report is through June 30, 2021.

VI. Fundraising Activities:

No fundraising activities were pursued this quarter. This fall, fundraising events will be hosted by the museum in August (Hot & Dusty Fine Art Invitational) and December (Holiday Open House). Director Timm is working with the US Air Force to co-host Native American Day in November 2021.

VII. General Museum Activities

Staff activities

Lost City Museum staff worked on the upcoming exhibits and programming for the Third Annual Hot & Dusty Fine Art Invitational to be held in August 2021. A partnership with TravelNevada ensured that there was greater publicity through their webpages and social media platforms. This

was facilitated by the theme of the exhibit “Celebrate Nevada,” which paired well with TravelNevada’s push of “Discover Your Nevada.”

Staff also worked on writing an exhibit that compares Paleontology and Archaeology, which will be installed in Mesquite in August. This concept will be expanded to replace the current “Lost Cities of Nevada” exhibit in the Fay Perkins Gallery.

Buildings & Grounds

Irrigation Ditch; Regrading lower parking lot/cistern creation CIP proposal

No progress was made on this project during this quarter. The proposal was submitted through the CIP process, it was unclear if funded.

SPWD 19-M33 Replace Sanitary Sewer and Upgrade Restrooms

While fully funded through the CIP process, no progress was made on this project due to Public Works office closures.

The replica pueblo exhibit is closed and blockaded from visitor access. A CIP was submitted for assessment and repair, which is recommended by the Governor for funding during this fiscal cycle.

Programming Events

April 8-10, 2021 Clark County Jr. Livestock Show and 4-H Festival

Instead of a Clark County Fair, Moapa Valley residents have scheduled a smaller, local event to award prizes to young livestock owners. From 10 am to 4 pm, LCM staff had an outdoor interactive craft booth. Each day had a different activity on a first come, first serve basis. Hands-on educational items were on display. Throughout the whole festival, **over 100 children visited** the booth and took home a completed craft.

Upcoming programming

Canceled- Hot & Dusty Fine Art Invitational Closing Reception- end of August.

During this quarter, staff were planning a closing reception for the invitational because non-vaccinated individuals were able to not wear masks indoors. At the time of this report, the CDC reverted that allowance and the delta variant is more prevalent in the valley. The event was canceled because an indoor event for one hundred or more people was not deemed safe for staff, volunteers, and visitors. In the fall, when people can gather outside, events will resume.

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

Note: LCM was open Friday, Saturday, and Sunday from 8:30 am to 4:30 pm, initially, then added Wednesday and Thursday operating hours in March.

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.





NEVADA MUSEUMS & HISTORY
Steve Sisolak | Governor
Myron Freedman | Acting Administrator

MUSEUM LOCATION
721 South Moapa Valley Blvd.
Overton, NV 89040

LOST CITY MUSEUM
Mary Beth Timm | Director

MAILING ADDRESS
P.O. Box 807
Overton, NV 89040

To: Robert Stoldal, Chair, Board of Museums & History

Through: Myron Freedman, Administrator, Division of Museums & History

From: Mary Beth Timm, Director, Lost City Museum

A handwritten signature in blue ink that reads "Mary Beth Timm".

Date: September 1, 2021

Re: Free admission day for Native American Day festival

This year, museum visitation has been low due to the pandemic, reduced operating hours, and other circumstances. Lost City Museum would like to encourage the public to return through an outdoor, educational event.

Lost City Museum is requesting an annual festival, Native American Day, to be a free admission day for the public. This festival draws people in from the surrounding areas, who normally would not visit the museum.

Signature approval:

Robert Stoldal
Chair, Board of Museums & History
September 24, 2021



REPORT TO THE
BOARD OF MUSEUMS AND HISTORY
SEPTEMBER 24, 2021

I. Private Funds Budget Summary

State Fiscal Year 2021		Total	Year to Date	Percentage
	<u>GL/Cat#</u>	<u>Budget</u>	<u>Actuals</u>	<u>Year to Date</u>
Cash From Prev Fiscal Year Unrestricted	2511	48,328	48,328	100.00%
Cash From Prev Fiscal Year Restricted	2511	25,552	25,552	100.00%
Cash Bal Fwd New Fiscal Year Unrestricted	2512	-35,961	-35,961	100.00%
Cash Bal Fwd New Fiscal Year Restricted	2512	-26,106	-26,106	100.00%
			11,813	
<u>Comparison of Revenues Budgeted/ Received:</u>				
Facility Rentals	3801	1,625	0	0.00%
Memberships*	4008	10,136	3,370	33.25%
Photograph Sales	4010	0	65	#DIV/0!
Merchandise Sales*	4025	50,000	17,334	34.67%
Gifts & Donations	4251	2,000	2,449	122.44%
Private Grants	4265	15,000	1,245	8.30%
Treasurer's Interest	4326	1,500	428	28.52%
Total Revenues Received:		\$80,261	\$24,891	31.01%
<u>Comparison of Expenditures Budgeted/ Expended:</u>				
Administration	35	41,393	12,135	29.32%
Collections	39	1,000	0	0.00%
Natural History	47	1,500	0	0.00%
Board Appr Special Projects	48	37,521	3,936	10.49%
Museum Store*	49	31,147	1,982	6.36%
Special Projects (Restricted)	55	40,522	524	1.29%
Total Expenditures:		\$153,083	\$18,576	12.13%
<u>Available Unrestricted Cash</u>			\$17,960	

The above figures reflect the fourth quarter of fiscal year 2021 revenues and expenditures as of 30 June 2021. This FY 4th quarter summary relied on staff input from Significant Action Reports (SARs) for April through June to inform this narrative. Hollis J. Gillespie assumed the permanent museum's directorship on April 5, 2021.

I. Museum Store

a. Sales Narrative

i. The Museum Store reopened in mid-March 2021 on Saturdays and Sundays and remained on that schedule through April. In May and June, Fridays were added as an open business day, requiring an increase in work hours added to our Manpower temporary staff person.

ii. Both April and May saw excellent gross sales income, due to relaxed Covid restrictions that allowed more people to visit the museum. Sales tapered off somewhat in June, which appeared to be in direct relation to the excessively hot summer temperatures, holding down visitation. Most of our visitors have historically tended to be Springs Preserve guests who stop by the museum as part of their plans for the day. Because all the Preserve's attractions during June were limited to outdoor activities, most of our visitors came by in the mornings and business slowed down by lunch time.



*NSMLV Museum Store Spring/Summer sales have been **RED** hot!*

iii. Just in time for June inventory, NSMLV was able to rehire our former Museum Attendant II Josephine Kleinick, who had been laid off due to COVID funding restrictions in July 2020. Josie's duties include providing guest services, assisting the education curator with public programming for children, and supporting the Museum Store. Her talents in merchandising and purchasing recommendations have already begun to show results in store sales and promise an exciting holiday sales season ahead.

iv. The Springs Preserve reopened their gift shop, dramatically reduced in size and relocated inside another building. In the past, the large, stand-alone gift shop was one of the first stops visitors made, spending their gift dollars before ever realizing there was another store inside NSMLV. The current location of the Preserve's gift shop does not afford the same accessibility as its previous location, which continues to help sales at NSMLV's Museum Store. It appears this situation will continue for the immediate future.

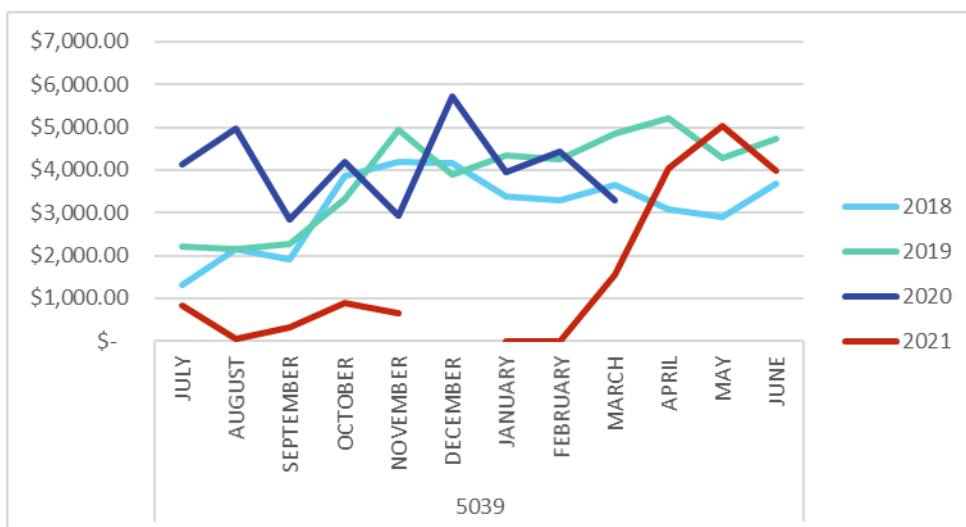
b. Revenue and Expenditures

- i. Only minor purchases in inventory were made during the fourth quarter of Fiscal Year 2021. With our budget closure in mid-May and inventory fast approaching, we opted to plan for the upcoming year and focus funding on temporary personnel costs. This allowed us to open to the public and gauge the level of visitation and purchasing demand we could expect, despite the continuing uncertainty in the community. We were able to sell down a major percentage of our inventory stock, some items that had remained on our shelves for a few years. It seemed the driving factor behind customer purchases was to avoid leaving empty-handed! Good times!
- ii. Museum Store Revenue per Visitor for FY 2021 Fourth Quarter: \$1.33 per visitor
 - 1. Total Store Sales for FY 2021 Fourth Quarter: \$13,046.00
 - 2. Total Attendance for FY 2021 Fourth Quarter: 9,751 (see Attendance Report for details)

c. 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 21	836	40	329	878	643	0	0	0	1,560	4,032	5,038	3,976	17,334
FY 20	4,133	4,975	2,843	4,191	2,944	5,726	3,939	4,431	3,163	0	0	0	36,344
FY 19	2,204	2,149	2,272	3,336	4,941	3,883	4,344	4,261	4,848	5,207	4,277	4,740	46,463
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
YTD	836	876	1,206	2,084	2,727	0	0	0	4,287	8,319	13,358	17,334	17,334
YTD COMPARISON													
	38.0%	6.1%	6.1%	7.4%	7.4%	0.0%	0.0%	0.0%	5.9%	0.0%	0.0%	0.0%	
MONTHLY COMPARISON													
	187.5%	231.5%	125.1%	125.6%	59.6%	147.4%	90.7%	104.0%	65.2%	0.0%	0.0%	0.0%	

d. NSMLV Annual Store Sales Comparison



III. Facility Rental Revenue

- a. No revenue resulted from Facility Rentals in FY 2021 Fourth Quarter due to COVID restrictions and skeleton staffing.
- b. Friends of NSMLV began hosting small monthly membership meetings at the museum during the fourth quarter. This meeting space is provided to the Friends at no charge.

IV. Donation Revenue

- a. The Museum received unrestricted donations in FY 2021 Fourth Quarter totaling \$154.44 from our lobby donation bowl.

V. Membership Revenue

	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>June</u>	<u>TOTAL</u>
FY 21	215	20	55	330	315	170	0	100	525	640	760	330	3460
FY 20	940	885	745	2,190	2,105	1,070	521	129	380	0	0	0	8,965
FY 19	245	785	135	355	420	610	390	3,940	615	235	415	990	9,136
FY 18	120	345	365	250	435	630	550	485	515	475	1,670	2,250	8,091
FY 17	110	1,475	0	160	60	80	335	500	470	1,515	1,835	1,855	8,395
YTD	215	235	290	620	935	1,105	0	1,205	1,730	2,370	3,130	3,460	3,460
YTD COMPARISON													
	22.87%	12.88%	11.28%	13.03%	13.62%	13.93%	0.00%	14.04%	19.30%	26.44%	34.91%	38.59%	
MONTHLY COMPARISON													
	22.87%	2.26%	7.38%	15.07%	14.96%	15.88%	0.00%	77.26%	138.12%	#DIV/0!	#DIV/0!	#DIV/0!	
Year-to-Date Comparison compares the cumulative year to date figures against the same time period in the previous year.													
Monthly Comparison compares the current month of the current year against the same month in the previous year.													

VI. Museum Programs and Activities (Stacy Irvin, Curator)

a. Field Trips

	Schools	Students
April 2021	0	0
May 2021	1	14
June 2021	0	0

b. Summer Programs

	Participants
May 2021	854
June 2021	1,069

c. Volunteer Hours

	Education	Exhibits	Friends Admin	Guest Services	Natural History	Photography	Total
April 2021	5	9	15	0	80	56	165
May 2021	7	42	17	8	44	24	142
June 2021	28	10	16	0	30	0	84

d. Museum Activities Narrative

i. This quarter NSMLV participated in the Las Vegas Science and Technology Festival. We have participated in this week-long event every year since it started in 2011, except for last year when it was cancelled due to the pandemic. This year, the event was held in a virtual format. In past years we've offered special behind-the-scenes tours of our collections area for "Science is Everywhere Day." For the virtual event, we created a video tour of these areas. Several team members and volunteers participated in making the video, using equipment that was donated by the Friends of NSMLV. The video includes:

- A quick tour of some of the more popular natural history exhibits in the gallery by Education Curator Stacy Irvin.
- A tour of the natural history collections by Natural History Curator Sali Underwood (pictured below).
- A look at some butterfly specimens by entomologist and long-time volunteer John Dooley.
- An overview of the photography collections by Outreach Coordinator Sarah Hulme; and
- A peek at the ongoing geology exhibit upgrade by volunteer Margaret Fearon-Boone.

Watch the video online at <https://www.youtube.com/watch?v=p3QWf6ZJuiE>.



Screenshot from the video created by the NSMLV team for Science is Everywhere Day, part of the Las Vegas Science & Technology Festival.

- ii. In May we resumed our Summer Family Programs, also cancelled last year due to the pandemic. This year the programs were held in the museum's large Special Events Room rather than the Education Room to allow for more social distancing and better airflow through the patio doors. This proved to be immensely popular with visitors, as the Special Events room has much more room to spread out and a beautiful view from the balcony that's not usually open to the public. Each week we explored a different topic by displaying objects from the collections, presenting slideshows on different topics, conducting demonstrations, and working on creative projects. The programs are designed to appeal to all ages, and even many adults enjoyed participating. Some of the topics included Dinosaurs, Bones and Pony Express. Members of the Friends of NSMLV volunteered their time to help with the programs.

Right: A young visitor creates some constellation art during our "Nevada Skies" program. We also used special glasses to safely look at the sun out on the balcony.

Below: Participants in the "Dinosaur" program got to see a working 3D printer and learn how they're used to recreate fossils. They also viewed fossils from our collections and created moving dinosaur puppets.





Above: Natural History Curator Sali Underwood created a display of bones from our collections for the "Bones" program. Participants studied the skeletons of different animals and then created their own glow-in-the-dark animal skeleton paintings

Below: During the "Nevada Animals" program, visitors learned about different habitats in Nevada and the animals that live there, got a sneak peek at some new taxidermy that will be added to the Permanent Gallery, and made their own animal masks.



VII. Curatorial and Collections (Sali Underwood, Curator)

a. Registrar Activities Summary

- i. Sali Underwood, Curator of Natural History, and Sarah Hulme, Outreach Coordinator, have split the registrar duties since the retirement of Michelle Lord in June of 2020. The curator of natural history takes care of loan activities, and the outreach coordinator manages incoming artifact donations. Both oversee and contribute to the cataloging of specimens, objects, and photographs as well as pest treatments. The tables below summarize FY 2021 Fourth Quarter activities.

Table 1: Collections Summary

	New Temporary Custody	Returned Temporary Custody	Accessions Added	Catalog Records Added	Modified records
Natural History	0	0	2	116	1441
History	12	1	14	9	414
Photography	0	0	0	33	149
Manuscripts	0	0	0	0	0
Mix of materials	0	0	0	0	0
Total	12	1	16	158	2004
Notes:					

Table 2. Loan Summary

Loan Type	Number	Modified records
New Incoming Loans	0	0
Active Incoming Loans	27	3
Incoming Loans Returned	2	0
Active Outgoing Loans	6	0
New Outgoing Loans	0	0
Renewed Loans	0	0
Returned Loans	4	0

b. FY 2021 Fourth Quarter Projects Completed:

- Return of 1 of the 4 paleontological collections including documentation from UNLV
- Completed lift and Walkie Stacker training and am certified to use the equipment
- Pest traps collected, replaced, analyzed and report produced
- Created a priority list for history collections for director
- Received Black Bear purchased and donated by the Friends Group, conducted pest management treatment, cleaned, cataloged, and placed on temporary exhibit in June with other taxidermy specimens and text
- Retrieved the exhibited material on display at the Governor’s office, pest treated, condition report, and returned to home locations
- Geologic Story cases with locally collected geological specimens and text installed in permanent exhibit

- Took down the Art of Crafting exhibit, condition assessment, and returned material to collections and donors
- Took “Big Dig” case down as the Tule Springs Fossil Beds National Monument kiosk is moving to the Red Rock Canyon National Conservational Area visitor center.
- Pest room completely cleared out, rearranged, cleaned, and awaiting new freezer from the National Park Service
- Had biology and history pest management freezer defrosted and cleaned
- Continued cleaning Past Perfect Web Edition data including location definitions, Natural History quality control of volunteer entry, and concentrating on correcting the Sites module.
- Regent Service Program intern ended and the archaeological education projects including a ceramic and lithic typology for S. Nevada were completed using unprovenanced artifacts. Note: the intern was hired by the Tule Springs Fossil Beds National Monument as an archaeological technician.
- Answered three history research questions and 2 natural history research questions.
- Participated in two social media requests for natural history, provided written material for two newsletter requests, and provided bone material from our collections for the education Family Summer program.

b. Future Projects:

- Move Greeno collection from Café to Pest room for freezer treatment
- Finish MOA curation agreement for all collection types of research and edits to submit to Myron for comment and eventual DAG approval.
- Choose UNLV Regent Service Interns and start them on collection projects
- Continue to work on getting the workroom cleared out of objects
- Work on hands-on aspect of the Geological Story for the permanent exhibits
- Continue to pursue the three collections at UNLV that need to be returned to the museum

c. History Collections, Archives, and Photography Activities (Sarah Hulme, Outreach Coordinator-Curator positions vacant)

- i. Recording and storing the backlog of historical/3D objects from the lockdown were completed. All objects were either fully catalogued, photographed, labelled, and stored appropriately in Collections, or have placeholders’ records in Past Perfect, and are stored in archival materials in Collections Room 1 pending further research and cataloguing.
- ii. The project to digitize the non-copyrighted record albums in the History Collection was started. This has now been placed on the website as a virtual exhibit to allow people access to these recordings, which include Las Vegas High School speeches from the 1950s as well as school choirs.

Access at: <https://www.lasvegasnmuseum.org/online-exhibits/record-collection/>

- iii. Work was completed with intern Amber Ruelas to create or update 317 records in the History Collection along with 234 in the Photography Collection.
- iv. A schedule of projects that are potential future initiatives was created for the History, Photography and Manuscript Collections.
- v. A wedding exhibit proposal document was written that considered different options in terms of what could be achieved with the current resources and time to celebrate the milestone of five million weddings in Las Vegas (milestone estimated to occur February 2022).
- vi. A proposal was written to the Friends of NSMLV, requesting that its summer fundraising campaign focus on purchasing archival mannequins for the museum's Textiles Collection. These specialized mannequins will allow more of our textile artifacts to be safely and appropriately exhibited. This campaign is now underway to raise \$15,000.

VIII. Exhibits (Wes Southerland, Exhibits Manager)



One of NSMLV's newest exhibits debuted in the final quarter of FY 2021, "Out of the Wild: The Art and Science of Taxidermy." The exhibit launched in partnership with the Friends of NSMLV, who also helped to promote the new exhibit by hosting a contest for visitors to name our newest educational specimens. Boris the Bear and friends will soon have a new home in the museum's Permanent Gallery.

a. Current Exhibits by Exhibit/Gallery Area

i. Rotunda/ Front entrance area and Special Events Hall

- *Out of the Wild: The Art and Science of Taxidermy*, installed new taxidermy specimens, purchased for the museum by the Friends of NSMLV.
- *Love Buggy*
- *Museum of Gaming History Cheating Devices case*, extended loan through Dec 2021.
- *Obsidian & Neon*, February 1, 2020 – August 23, 2021
Opening Sept. 2021, *Find Your Folklife*, a new folklife exhibit of lenticular prints in collaboration with Rebecca Snetselaar from Nevada Arts Council, will follow “Obsidian & Neon” in the Special Events Hall Gallery.

ii. Curators’ Canyon Hall

- *Greeno Collection and the El Cortez*
Installation of a case exhibit to commemorate the 90th anniversary of the opening of the El Cortez Casino and Hotel was completed.



It includes casino items from the Greeno Collection, such as ashtrays, matchbooks, and dice, as well as photos and postcards from the collections. It also includes a new donation from the casino of a square of casino carpet, which is very well known to regular visitors. This exhibit is in the Curators’ Canyon and will remain there for the rest of 2021.

- *Dance to Design: Nancy Williams Baker*, curated by Sarah Hulme, is ongoing.
- *BLM Tule Springs kiosk/case* exhibit ended. National Park Service staff, NSMLV Volunteer Margaret Fearon-Boone and I de-installed took this exhibit.
- Removed gown display and installed an exhibit of a dress worn by Lilly Fong. Creation of text labels and biography were also completed, curated by Sarah Hulme.
- *Prejudice & Pride, Women's Suffrage exhibit*. Recognizing the 100th anniversary of Women's Suffrage, NSMLV opened an exhibit on March 7, 2020 featuring the history of voting rights in the United States, with special emphasis on Women's suffrage. During FY 2021, a new exhibit panel of Vice President Kamala Harris was added to the exhibit, which was then extended through Fall/Winter 2021. Curated by Sarah Hulme.
- *My Pleistocene Pal, the Shasta Ground Sloth Nothrotheriops shastensis* featuring the Shasta Ground Sloth with Devils Peak and 3-D printed bone and coprolite elements, curated by former Eastern Oregon University intern Aaron S. Reed.

ii. External Exhibits

Ice Age Fossils, Nevada Regional Flood Control District, Clark County Government Center lobby case (continuous for many years.)

b. Current/Planning/Preparation/Building for continuous and upcoming exhibits:

i. *Eclectic Nevada*

Hands-on exhibits and artifacts returned to the galleries, following CDC guidelines. This exhibit to close summer of 2022 for preparation of P. Williams exhibit.

ii. *Geology Upgrade*

Upgrades to the Geology section in the Permanent Gallery opened Phase One, installed May 27, 2021. Phase Two will be completed Fall 2021.





iii. *Find
We

Us
In
2021*

*Your Folklife;
Are “The
Folk,” All of

September
a new*

lenticular photo narrative exhibit will be installed in the special events hallway entitled: ***Find your Folklife; We Are “The Folk”, All of Us.*** In parallel, this has been developed into an online exhibit in preparation for launch:

<https://www.lasvegasnmuseum.org/online-exhibits/find-your-folklife/>

iv. *Five million Marriages in Las Vegas*

Possible small exhibit in Canyon Hall to collaborate with Clark County Clerk to celebration 5 million marriages in Clark County.

v. *Viva Las Vegas, Costume Change*

Installed unseen Jubilee costume in the Permanent Gallery. This is part of the new rotation plan. (See below: **Current/ Rotation Plan of Artifacts.**)

vi. *Audio/Video Exhibits Offline—Needs repair/replacement*

The Permanent Gallery A/V system continues to deteriorate, losing an additional three media players in FY 2021 Fourth Quarter. CCS Presentations, the museum’s audio-video system service vendor, proposed in June an immediate, short-term solution by replacing three inoperable and obsolete projector video players with one TV LED Display with new player, at a cost of about \$3,700. To date, funding has not yet been secured to proceed, leaving nearly 80% of the museum’s AV exhibits dark as we continue to reopen to the public. Additional repairs and replacements to the museum’s main AV control room are also required to prevent the continuing loss of function to a system well past the life expectancy for technology of its kind.

c. Current/ Rotation plan of artifacts

Sarah Hulme created a new six-month rotation plan to change out the textiles and leather artifacts in the Permanent Gallery for care and conservation. I made custom mounts for the previously unseen textile artifacts, displayed January – June 2021.

d. Daily exhibit maintenance

In the Permanent Gallery, museum staff make sure the exhibits are working properly and monitor exhibits for damage. AV systems are having major difficulties, with more than 75% broken, beyond repair, or no longer manufactured. Plans are in process to secure a service contract and replacement of the components and systems that are needed.

e. Assistance provided by the Exhibits Dept.

Despite Covid-related personnel cutbacks to the Exhibits staff, the department continues to aid, both internally and externally, other departments and agencies. Program assistances include graphic support, vendor assistance/coordination, LVSP warehouse package pickup, a/v setup, technical assistance with curators and exhibits meetings, physical labor, object repair, etc. In FY 2021 Fourth Quarter, the Exhibits Dept. provided the following support: Admin (1), Education (1), Curatorial (2), Facility/Maintenance (0).

f. Exhibits Dept. help and volunteers

Volunteer Margaret Fearon-Boone has been working on multiple exhibit projects mentioned above. She comes in 5 to 6 hours each Wednesday.

g. Exhibit Timeline Extensions

Many the museum's temporary exhibits have been extended past their original completion dates, carrying over into FY 2022. Many of these exhibits launched just prior to the Covid-19 shutdowns throughout 2020, so opportunities for visitors to experience these exhibits were cut short. Also, the ongoing vacancy in the Exhibits Preparator position severely limits the planning and construction of new exhibits to replace existing ones.

IX. Facilities (Dewayne Johnson, Facilities Manager)

This section of the quarterly report serves to itemize the main activities accomplished during the FY fourth quarter. The museum continues to address on going urgent building needs while formalizing a preventative maintenance schedule that serves to minimize emergencies.

a. Workorders summary-Internal service requests from museum staff

49 Closed, 5 Open, 1 Pending

b. Custodial Activities

- With increasing Covid-infection rates, custodial staff continue to work hard on sanitizing and disinfecting the museum.
- Office relocations

Nevada State Museum Las Vegas
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- Moved Friends of NSMLV office to Room 222 to vacate space needed for Security/First Aid work area.
- Moved Education Curator to downstairs office, freeing up space needed for education interns, volunteers, and part time attendant.
- Moved Admin Office from the Museum Store to Guest Services office.
- Moved Security office from downstairs dock area to upper-level Guest Services area.
- Carpets in education office shampooed.
- First floor windows cleaned.

c. Maintenance

- HVAC System
 - Johnson Controls conducted scheduled maintenance-changed filters, greased AHU's, adjusted belts, and inspected cooling towers.
 - Broken PVC pipe on cooling tower was replaced.
 - Pump #7 is leaking and is being rebuilt
- Fire Protection
 - Replaced batteries in fire panels.
 - Trimmed trees blocking fire exit.
- Trace down wiring to move surveillance equipment to new security office.
- Exhibit Galleries
 - Assist exhibits manager moving cases in the Permanent Gallery.
 - Install plug in the floor because of trip hazard

d. Security

- Security office was relocated from lower-level dock area to upper-level Guest Services Information Desk.
 - Improved gallery monitoring and response time
 - Assist with Guest Services and Attendance Tracking that has been limited by staffing cutbacks.
- Assigned monthly fire extinguisher inspections
- Planning renewals of First Aid/AED certifications

X. Outreach (Sarah Hulme, Coordinator)

a. Marketing / Press Releases / Communications

- The summer e-newsletter was distributed to 1,370 email addresses and had an open rate of 24%.
- Press releases published (working with Travel Nevada) included the Friends of NSMLV "Name the Taxidermy" promotion, which was publicized by all the local TV news channels.

- An outline presentation was written on the history of Las Vegas and how the galleries tell this story for Las Vegas City Councilman Cedric Crear's museum visit.
- Took part in the Museum Week social media special showcasing objects from the collections rarely seen, such as our Geolins (unique variations on the violin), oil paintings, and fairy tale costumes.

b. Digital Outreach Statistics

i. Social media statistics

- Facebook: 33 posts, 15,220 followers, 14,978 likes
 - Top 3 reaching posts:
 - Marina Casino opening – 31.7k
 - Lake Mead high water levels – 31.2k
 - Venetian casino opening – 22.9k
 - Top 3 engaging posts:
 - El Rancho opening – 9%
 - Anderson Brothers mess hall at Boulder City – 9%
 - Marina Casino opening – 8%
- Twitter – 31 tweets, 2,133 followers, 41.8k impressions
 - Top tweets:
 - Red Rock casino opening
 - Venetian casino opening
 - Joe Louis passing anniversary

ii. Website Google Analytics

- 6235 users, 90% new users / 10% returning users
- No. of pageviews – 16,798
- Connecting to website: 61% organic search / 24% direct / 8% referral / 6% social media
- Top page views: Plan visit / Exhibits / About the museum / Virtual field trips

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

As of June 30, 2021, the Museum opened to the public Friday-Sunday from 9 am to 4 pm. Beginning July 1, the museum will extend the public days to match the Springs Preserve schedule, Friday through Monday, 9 am to 4 pm.

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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.

Division of Museums & History: Policy Governing Preparation, Dissemination and Recording Minutes of the Board of Museums & History

Overview NRS 381.0002 establishes the Board of Museums and History and sets forth duties and responsibilities for the Board. The Board meets regularly, typically once per quarter in an open, public meeting. Sub-Committees of the Board meet as needed. Minutes, documenting the proceedings of all such meetings are recorded by the staff of the Division of Museums and History. This policy describes how meeting minutes are compiled, reviewed, distributed and recorded.

Documenting Meeting Proceedings Staff of the Division of Museums and History shall be responsible for keeping the record of attendance and actions for all meetings of the Board and its committees. All proceedings shall be recorded in digital format and maintained in perpetuity. The summary and transcript files shall be maintained for a minimum of five (5) years per NRS 241.035(2)) following state records retention schedules, at the office of the Division of Museums and History after which they are transferred to the State Library and Archives.

Preparation of Meeting Minutes Within 30 working days of a meeting, the Division shall make available an audio recording and/or transcript from the full meeting posted as “Draft” on the Board webpage under <https://nvmuseums.org>

Dissemination & Recording of Meeting Minutes Staff will prepare a summary of the meeting substance and actions that shall be published for review and action at the next scheduled meeting of the Board or Subcommittee for which the minutes were derived from. The Board or Subcommittee shall officially review, modify and take action to approve the meeting record. Once approved by the Board or Subcommittee, the final summary and transcript will be placed in the records of the Division for public review. Additionally, Board-approved meeting summary and transcript will be published at <https://nvmuseums.org>.

Minutes from a closed meeting may not be available.

Annual Review The Board of Museums and History shall review this policy annually.

Division of Museums & History: Policy Governing Open Meeting Law Compliance

Overview NRS 381.0002 establishes the Board of Museums and History and sets forth duties and responsibilities for the Board. Accordingly, meetings of the full Board shall occur quarterly; sub-committee meetings shall be held as deemed necessary by the sub-committee chair with the concurrence of the Division Administrator.

Museum Board Meetings The Board shall meet quarterly based upon a schedule developed by the Board and discussed during a public meeting of the Board.

Museum Board sub-Committee Meetings The Board has established sub-committees of the Board. These sub-committees shall meet as deemed necessary by the sub-committee chair with the concurrence of the Administrator, Division of Museums and History. Proper public notice shall be given for all sub-committee meetings. Meetings will be recorded and minutes prepared and posted. The following sub-committees are authorized:

- 1) Collection/Space
 - 2) Facility Use
 - 3) Finance
 - 4) Membership
 - 5) Museum Store
 - 6) Nevada State Prison
 - 7) Strategic/Long-Range Planning
 - 8) Major Donor [2/2016]
 - 9) Nevada Historical Society Relocation [3/2017]
 - 10) Technology [9/2017]
 - 11) Marketing [12/2017]
 - 12) East Ely Railroad Depot [12/2017]
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Development and Posting of Meeting Notice The Division Administrator, in consultation with the Board Chair or appropriate sub-committee Chair shall initiate the development of the meeting notice/agenda. Once drafted, the agenda/notice shall be circulated to the

& Agenda

Board or sub-committee chair, the Director of the Department of Tourism and Cultural Affairs and the State Historic Preservation Office. Once approved, the agenda/notice shall be posted not less than 3 business days prior to the meeting, pursuant to NRS 241.020. The Notice will be posted at the following locations:

1. Division of Museums & History, 412 E. Musser St., Suite # 2, Carson City, NV
2. State Historic Preservation Office, 901 S. Stewart St, Carson City
3. East Ely RR Depot Museum, 1100 Avenue A, Ely, NV
4. Nevada Historical Society, 1650 N. Virginia Street, Reno, NV
5. Nevada State Museum, 309 S. Valley View Blvd., Las Vegas, NV
6. Lost City Museum, 721 S. Highway 169, Overton, NV
7. Nevada State Museum, 600 N. Carson St., Carson City, NV
8. Nevada State Railroad Museum, 2180 S. Carson St., Carson City, NV
9. Nevada Department of Tourism & Cultural Affairs, 401 N. Carson Street, Carson City, NV
10. Division of Museums & History website:
<http://nvculture.org/museums/meetings-agendas-minutes/>
11. State public notice website: <http://nv.gov>

Additionally, supporting documents for all meetings of the Board and Sub-committees shall be made available to the public from Deborah Rabe at the Division's Office, 412 E. Musser Street, Suite # 2, Carson City, NV. Documents will be available when made available to the Board. In the case of documents presented at a meeting, members of the public will have access to copies at the place of the meeting.

Certifications of posting documents are retained in the Division Office and may be inspected by the public.

Open Meeting Law

All provisions of the Nevada Open Meeting Law (NRS Chapter 241) apply to meetings and actions of the Board of Museums and History and all sub-committees of the Board. All Board members shall be provided a copy of the Open Meeting Law and the Nevada Open Meeting Law Manual in the Board manual issued at appointment.

Annual Review

The Board of Museums and History shall review this policy annually.

Private Funds Budgeting, Expenditure, & General Control Policy & Procedure

Statutory Authority

With respect to the functions of the Museum Dedicated Trust Funds, the Board of Museums and History shall develop, review and make policy for budgeting, expenditures, and general control of the Division's private and endowed dedicated trust funds pursuant to NRS 381.003 to 381.0037, inclusive.

Definition

For the purposes of this policy the terms Museum Dedicated Trust Funds, MDTF, private funds, and/or trust funds, are interchangeable and are defined below.

Policy

All money and the proceeds from property received by the Division or any museum of the Division through any grant, (other than a grant of federal money), bequest or devise, and the proceeds from memberships, sales, donations, interest and dividends from any sources other than appropriation by the Legislature, admission charges and sales of tickets for train rides, are private money and not state money .
(NRS 381.0031(1))

It is the policy of the Board that the expenditure of Dedicated Trust Funds be used primarily to support the public programming and education dimension of the museums and for personnel whose major duties are engaged in the development of Trust Funds (i.e. retail storekeeper, etc.). Development and production of public programs enhances the collection of General Funds as exhibits and programs draw in audiences who pay admission and train ride fees. Only in rare instances, and with the approval of the Board, are Trust Funds to be used to support facility costs such as maintenance, utilities, collections, or personnel costs for employees not primarily engaged in Trust Fund activities.

Treasurer's Office Funds:

It is the policy of the Board of Museums and History to create individual investment trust fund accounts for each museum and for the historic preservation of the Nevada State Prison pursuant to A.B. 377 of the 78th General Session of the Nevada Legislature, within the State of Nevada Treasurer's Office to allow for the investment and accounting of private dedicated money per NRS 381.0031, Sec. 3.

Private Investment Funds:

The Board shall establish a Division of Museums and History Trust Fund for the investment of funds not held in the Treasurer's Office Fund. Reserve private money will be accounted for in this fund. No other money may be accounted for in that fund.

All money in the Trust Fund must be deposited in a financial institution to draw interest or be expended, invested and reinvested pursuant to the specific instructions of the donor, or, where no such specific instructions exist, in the sound discretion of the Board.

The money deposited in the Trust Fund is to be accounted for separately for each museum. Funds will be budgeted, expended, and controlled within the framework of the procedures approved by the Board of Museums and History. Funds may be combined for the purposes of investment, reinvestment, and expenditure.

The Board shall adopt an investment policy for the private money.

The purpose of these funds and all monies derived from them is the proper execution of the missions defined in NRS 381, and all other approved programs of the Division and museums. These funds are utilized for public programming, education, outreach, collections acquisition, improving exhibits and public relations.

Procedures

- Implement annual budgets for trust funds within the State of Nevada System.
- Expenditure for trust funds within the State of Nevada System.
- General Control for trust funds within the State of Nevada System.
- Review of this policy and procedures.

**Budget
Procedures**

- The chair for the Board Finance Committee will determine and propose to the Board the amount of investment income available for the next fiscal year to be utilized by the museums at the last Board meeting of the calendar year for Board approval.
- The Division shall present annually, at the June meeting, a combined annual budget covering the state fiscal year (July 1 thru June 30) for all museums, including the Division and the Board for the private and endowed dedicated trust funds.
- The budgets will be prepared in the format of base, maintenance, and enhancements on the templates created by the Division's ASO II. All budgets will be completed on or about April 15th each year. Upon review by the Division's ASO II and the Division Administrator, copies will be sent to all members of the Finance Committee.
- The Finance Committee will meet prior to the June quarterly Board meeting to review, discuss, and recommend budgets for submission to the Board for approval at the June meeting.
- The Board of Museum and History will vote on each of the trust fund budgets held within the State of Nevada System at their June meeting, which must be prior to the beginning of the state fiscal year (July 1).
- The Division's ASO II will prepare the work programs to create the private trust fund budget after Board approval.

- Any budget change requested by the museums will be prepared by the Division's ASO II for submission to the Division's Administrator or/and Board of Museums and History.
- The Division's Administrator has authority to approve budget changes up to \$5,000 per change per budget, with a maximum of \$10,000 total per budget per fiscal year under authority granted by the Board of Museums and History. All budget changes approved by the Division Administrator will be presented at the next Board meeting as an informational item.
- All budget changes over \$5,000 must be submitted to the Board through the Division for the next Board meeting for approval.
- All requests to utilize Investment funds made by the museums must be submitted through the Division to be agendaized for the next Board meeting for approval.
- The museums must prepare a request to the Board to accept all restricted funds received pursuant to NRS 381.0075 and submit the request to the Board for approval.
- The Division's Administrator has authority to approve loans to the museums up to a total of \$10,000, the loan must include repayment plan. All loans approved by the Division's Administrator will be presented at the next Board meeting as an informational item. The Division's ASO II will provide updates to the Board semi-annually of the status of repayment of the loans.
- The Board authorizes each museum and the Division's Administrators office a petty cash fund of a maximum of \$500 upon written request.
- The Board authorizes each museum to establish donation boxes within the museums. No restriction will be put on proceeds from these boxes without prior approval from the Board.

**Expenditure
Procedure**

- The Division, Board, and all museums will comply with the Internal Control Policies and Procedures that were created for the Division of Museums and History for all dedicated trust fund budgets within the State of Nevada System for revenue and expenditures.
- All exceptions must be approved by the Division's ASO II.

Any private money which the Board authorizes for use in funding all or part of a classified or unclassified position or an independent contractor must be included in the budget prepared for the Division pursuant to chapter 353 of NRS. The museums shall transfer to the appropriate general fund budget account of the Division any money necessary to pay the position related costs for the positions that it has agreed to partially or fully fund from private money. The money must be transferred at a minimum of quarterly throughout the state fiscal year.

**General
Control**

- The Division, Board, and all museums will comply with the Internal Control Policies and Procedures that were created for the Division of

Procedure

Museums and History for the seven trust fund budgets within the State of Nevada System for revenue and expenditures.

- All exceptions must be approved by the Division's ASO II.
- The Division's Administrator as the Board's designee shall submit a report to the Interim Finance Committee semiannually concerning the investment and expenditure of the private money in such form and detail as the Interim Finance Committee determines necessary.
- The Division's Administrator as the Board's designee shall submit a separate statement concerning the anticipated amount and proposed expenditures of the private money to the Chief of the Budget Division of the Department of Administration for his information at the same time and for the same fiscal years as the proposed budget of the Division submitted pursuant to NRS 353.210. The statement must be attached to the proposed budget of the Division when it is submitted to the Legislature.
- The private money must be budgeted and expended, within any and all limitations which may have been specified by particular donors, at the discretion of the Board.
- Private funds will be audited annually by an independent auditor under contract to the Board of Museums and History.

Review Procedure

- An annual review of the policy and procedures contained in this document will be held at the last board meeting of the calendar year.