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Meeting Minutes

BOARD OF MUSEUMS AND HISTORY

Thursday, December 9, 2021, 9:00 AM

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 to listen and speak via telephone conference call will be available at the Nevada State Museum at 600 N. Carson St.

BOARD MEMBERS PRESENT

Robert Stoldal, Chairman
Dr. Doris Dwyer
Dr. Sarah Cowie
Daniel Markoff
Michelle Schmitter
Seth Schorr
Anthony Timmons
Jan Petersen
Robert Ostrovsky
Mercedes de la Garza

BOARD MEMBERS NOT PRESENT

Courtney Mooney (excused)
E'sha Hoferer

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

Myron Freedman, Division of Museums and History, Administrator
Carrie Edlefsen, Division of Museums and History, Previous Admin Services Officer
Kristen Brown, DCNR, State Historic Preservation Office
Harry Ward, Attorney General's Office, Deputy Attorney General
Myron Freedman, Nevada State Museum, Carson City, Museum Director
Daniel Thielen, Nevada State Railroad Museum, Carson City, Museum Director
Sean Pitts, Nevada State Railroad Museum, East Ely, Museum Director

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Catherine Magee, Nevada Historical Society, Museum Director
Emmy Kawchack, Department of Tourism and Cultural Affairs, Chief Deputy Director

PUBLIC IN ATTENDANCE

Todd Moore, Friends of the Nevada State Railroad Museum, President

1. The Chair called the meeting to order and confirmed a quorum was present and the meeting was posted in accordance with NRS 241. (1,2)
2. The Chair took Item 3, Board Announcement & Meeting Logistics. He noted the meeting was being recorded on audio and transcribed for public record. He stated agenda item 9d and 10c would be combined. (3)
3. The Chair took Item 4, Public Comment. Myron Freedman read an email from Larry Hamilton [ph] who stated he struggled to find an appropriate manner to communicate with the Chair and/or members of the board directly. The Board had a brief discussion on the matter. Chair Stoldal suggested updating the bios on the website and include emails for those that would like to include it or setting up a place on the website where the general public could send information and then Myron could pass it on. Chair Stoldal stated they would put the matter on a future agenda as an action item. (4)
4. The Chair took Item 5a-b, Acceptance of Minutes. Jan Petersen made a motion to approve the September 24, 2021 minutes. Dan Markoff seconded. Motion carried without dissent. Doris Dwyer made a motion to approve the November 18, 2021 Membership Committee minutes. Jan Petersen seconded. Motion carried without dissent. (5a-b)
5. The Chair took Item 6a-d, Calendar for Next Meeting. Chair Stoldal stated they had approved March 11, 2022 for the Stewart Campus at their September 21st meeting and reaffirmed that date. Discussion was held regarding a date for the June 2022 in Carson City. Anthony Timmons made a motion for the meeting to be held on Friday, June 17. Dan Markoff seconded. Motion carried without dissent. Discussion was held to determine date for Ely in August or September. Doris Dwyer made a motion to have the quarterly meeting in Ely on September 8 and 9, 2022. Jan Petersen seconded. Motion carried without dissent. Discussion was held to determine date and place of December 2022 meeting in southern Nevada. Jan Petersen made a motion for the meeting to be held on December 1 and 2 in Boulder City first, and as an alternate, in Las Vegas. Doris Dwyer seconded. Motion carried without dissent. (6a-d)
6. The Chair took Item 7a, Agency Reports, Department of Tourism and Cultural Affairs, Brenda Scolari, Director. Emmy Kawchack, Chief Deputy Director, gave a brief update. Report included new staff members, Mikalee Byerman, Chief

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Marketing Officer and Antonette Eckert, our Chief Industry Development Officer. She gave some updates on key activities in Q1, including hosting the IPW which is U.S. Travel's largest international trade show, a meeting with 158-tour operators, wholesalers, receptives, airlines, media and marketing partners, launching their second Annual Nevada Pride Shopping Guide and award of federal funding for tourism and outdoor recreation activities. (7a)

7. The Chair took Item 7b1, State Historic Preservation Office, Rebecca Palmer, Administrator, Nominations to the National and State Registers of Historic Places. Kristen Brown stated they did not have any updates today. She stated they board did have a copy of the staff report regarding the National Register and State Register Program , which had two national register nominations for review today. (7b1)
8. The Chair took Item 7b-2a, National Register of Historic Places, Las Vegas High School Historic District, Las Vegas, Clark County. Kristen Brown stated the Board had a summary in their packet. Dan Markoff moved to accept the Las Vegas High School Historic District expansion nomination. Michelle Schmitter seconded. Motion carried without dissent. (7b-2a)
9. The Chair took Item 7b-2b, St. Thomas Aquinas Cathedral Complex, Reno, Washoe County. Kristen Brown stated it was being nominated as a building, the cathedral and it's two associated contributing buildings as well. Sarah Cowie moved to approve the nomination. Jan Petersen seconded. Motion carried without dissent. (7b-2b)
10. The Chair took Item 7c-1, Division of Museums and History - Myron Freedman, Administrator. Hiring and Operations Update. Myron Freedman stated operations remained largely unchanged. He gave a report on hiring, including in Las Vegas, the curator of manuscripts has been hired, Maggie Buchowski. Director Gillespie [ph] is recruiting for a maintenance worker. They recently lost the facility supervisor at that museum. In Carson City, at the State Museum, the facility supervisor position was filled and the membership manager filled. Presently, they are recruiting for open security officer and also for the museum director. Reno at the Historical Society successfully hired a librarian, Sara Patton. Ely is not adding any staff officially but has a temporary custodial worker. Railroad Museum in Carson City has a new buildings and ground supervisor, looking for a custodian. Dan is working on recruiting a new museum store manager. Boulder City has a new maintenance specialist and a new museum director to be announced soon. The division office hired a new administrative assistant and Debbie Rabe was promoted to administrative assistant 4. They are currently recruiting to replace Carrie Edlefsen. (7c-1)
11. The Chair took Item 7c-2, Conservation Bond Sale Update. Myron Freedman gave an update on the conservation bond stating the sale of the bonds did take

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place. He stated they cover planning documents for two projects, the upgrades to the freight building in Ely and expansion of the railroad museum in Boulder, a total of \$3 million in the bond funding. The Boulder City museum money will go towards completing the construction drawing, the interpretive planning for in the interior of Boulder City museum/visitor center. (7c-2)

12. The Chair took Item 7c-3, Private Funds Budget Adjustment, BMH - BA 5033. Myron Freedman asked Carrie Edlefsen to speak to that. Carrie stated this was a request by Chair Stoldal to allow donations to go into the board private budget account to help support some of the operational cost of the board. Some board members prefer not to use their stipend for being on the board and would request to return it. This is the avenue to do that and support the board expenses. Carrie gave a description of the process, creating authority, so that funds can be deposited, should they be donated. Anthony Timmons made a motion to approve the item as presented. Dan Markoff seconded. Motion carried without dissent. (7c-3)
13. The Chair took Item 7c-4, Semi-Annual IFC Report and Memo. Myron Freedman stated this report was made on the trust fund budgets to the IFC and Carrie has given them a memo of the report. Chair Stoldal made a motion to approve the IFC report. Anthony Timmons seconded. Motion carried without dissent. (7c-4)
14. The Chair took Item 8a, Museum Reports: July - Sept, SFY 2021, Nevada Historical Society, Reno. Discussion took place on the format of the reports. Catherine Magee stated the report spoke for itself but she gave some information on the new archivist / librarian and internet. Discussion was held about the quarterly magazine. (8a)
15. The Chair took Item 8b, Nevada State Railroad Museum, Carson City. Dan Thielen gave an update on the museum stores. Discussion took place regarding erroneous YTD numbers. Dan stated he would update it resend to the board. He showed a brief video on locomotive Glenbrook and went over expenses for that. (8b)
16. The Chair took Item 8b1, Funding Request to Move Locomotives in Preparation for Great Western Steam Up. Funds to be Expended out of BA 5037, CAT 48. Chair Stoldal stated there was a request in the board packet for \$98,000, to move the locomotives in conjunction with the Great Western Steam Up July of next year. Dan Thielen gave an overview of the request. Discussion was held regarding revenue from the store, admission, events. He stated they had a \$5,000 marketing grant from Visit Carson City and 10 or 15,000 more dollars pledged to match these funds. Discussion was held regarding where the money would go. Anthony Timmons stated he thought the request was premature since they did not have all the information needed and would like to see a total budget. He made a motion that the Board show its support of this event coming up in July

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of '22 and authorize the chair to sign a letter of endorsement to be shared with representative parties to show that the board is in fact in support of this action in order to get specific donors and necessary support. He moved to then schedule a review of the budget and appropriation of funds once Mr. Thielen can go ahead and get that report. Jan Petersen seconded. Dan Markoff stated he would oppose not authorizing the fund expenditure now. Dan Thielen stated he could have the total budget by tomorrow. Anthony Timmons amended his motion to table this item until tomorrow. Dan Markoff seconded. Motion carried without dissent. (8b1)

17. The Chair took Item 8b2, Friends Group Memorandum of Understanding. Chair Stoldal stated this is a legal contract between the state of Nevada and the friends group. This is a three-year deal, and likely to exceed \$100,000 in funds. He asked Harry Ward if this needed to go to the BOE because it exceeds that amount, does the BOE have to look at it because it is a legal contract? Harry Ward stated MOU is a contract. We don't have a say so in the percentage of who gets what. We look at it to make sure it's not against public policy. As long as it is a legal binding contract that's okay. Carried Edlefsen stated any money that the friends raise and is deposited into the private funds directly does not go before the BOE. It states in NRS 381 that all funds that are the part of the dedicated trust funds are solely managed by at the discretion of the Board of Museums and History. As long as these funds don't affect the executive budget, which the board has no control over, then the Board of Examiners has no authority over the dedicated trust funds. Discussion was held regarding the term and membership fee change. Bob Ostrovsky made a motion to approve the Memorandum of Understanding as provided in the board packets. Doris Dwyer seconded. Motion carried with Dan Markoff opposed. (8b2)
18. The Chair adjourned the meeting until 1:00 p.m. on December 9th.



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Emmy Kawchack, Department of Tourism and Cultural Affairs, Chief Deputy Director

PUBLIC IN ATTENDANCE

Todd Moore, Friends of the Nevada State Railroad Museum, President
Mary Beth Timm, Lost City Museum, Director
Hollis Gillespie, Nevada State Museum, Las Vegas, Director

1. The Chair called the meeting back to order at 1:03 p.m. and resumed with Item 8c, Museum Reports: July - Sept, SFY 2021, Nevada State Railroad Museum, Boulder City. He noted the report announced there will be a new director on January 3rd. Discussion was held regarding the membership program and further updates on the MOU with the friends of Boulder City would wait until the new director was on board. Dan Thielen gave some updates on the Nevada test site, a new visitor center and museum and the budget process. (8c)
2. The Chair tabled Item 8c1, Discussion of how Museum Budget is set up until Carrie Edlefsen rejoined the meeting. (8c1)
3. The Chair took Item 8c2, Rail Explorers Agreement Update. Dan Thielen gave an update on the contract with Rail Explorers, which is currently month to month and the cost of rides. We see a substantial increase in revenue generated and see a substantially decreased use in fuel and maintenance cost on our rolling stock. Chair Stoldal asked who is authorizing the contract approval, if it was the Board of Examiners. Dan Thielen stated they approved the initial contract, which has expired and now is month to month. Harry Ward recommended that once something is hammered out, it should come back to the board, go back through the BOE with a new contract since the other one has expired. The Board took no action, pending the final contract. (8c2)
4. The Chair took Item 8c3, Acceptance of Donation from Magnusson Trust. Myron Freedman provided details about the trust and stated it would be deposited into the private funds. Anthony Timmons made a motion to accept the donation from the Magnusson Trust. Bob Ostrovsky seconded. Motion carried without dissent. (8c3)
5. The Chair went back to Item 8c1, Discussion of how Museum Budget is set up. Carrie Edlefsen reported on the differences between private budgets and executive budgets, which have authority by two separate bodies. The executive budget is covered by the legislature and the executive offices, the Governor. Discussion was held regarding the funding of the railroad museum in Boulder City as compared to other museums. (8c1)

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6. The Chair took Item 8d, East Ely Railroad Depot Museum. Sean Pitts gave an update regarding new custodial support, the emergency lights and meeting with the state fire marshal. (8d)
7. The Chair took Item 8d1, Report on Community Meeting. Myron Freedman gave an update on the upgrades and use freight building and depot. (8d1)
8. The Chair took Item 8e, Nevada State Museum, Carson City. Myron Freedman gave an update, including a national search for a new director, coin press operation, current operations and accreditation. (8e)
9. The Chair took Item 8e1, Acceptance of Restricted Donation from Fowler. Myron Freedman stated the donation was \$500.00. Dan Markoff moved for acceptance of restricted donation from Fowler. Doris Dwyer seconded. Motion carried without dissent. (8e1)
10. The Chair took Item 8e2, Acceptance of Restricted Donation from CC Downtown Business Association. \$500.00. Dan Markoff, Doris Dwyer moved to accept restricted donation from the Business Association Downtown, Carson City. Mercedes de la Garza seconded. Motion carried without dissent. (8e2)
11. The Chair took Item 8f, Lost City Museum, Overton. Mary Beth Timm gave an update on attendance, events, a school tour, an online lecture for UNLV, an online auction, a letter for the acceptance of donation, Nevada Humanities Grant award for \$4,500. (8f)
12. The Chair took Item 8f1, Acceptance of Restricted Donation from Docent Council. Mary Beth Timm gave an update including a letter from Docent Council saying they're committing these funds to a restricted donation, the CIP [ph] project, \$2.1 million for the design and construction of the museum collection storage building. Dan Markoff made a motion to accept the donation. Doris Dwyer seconded. Motion carried without dissent. (8f1)
13. The Chair took Item 8g, Nevada State Museum, Las Vegas. Hollis Gillespie added to her report that they continue to operate four days a week with good rebound in attendance, store sales, they've submitted paperwork to get a facility supervisor replacement, maintenance worker, and history curator. (8g)
14. The Chair took Item 8g1, Request for Additional Spending Authority for NSMLV Museum Store Budget 5039, Category 49. Hollis Gillespie explained the spending authority for the store, for staffing and merchandize, it doesn't take us through the end of the fiscal year. We're asking for additional authority because we're using a manpower person 20 some hours a week and we're trying to make sure that there's enough inventory to increase sales. Jan Petersen moved that

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the Nevada State Museum in Las Vegas be requested their grant for money. Mercedes De la Garza seconded. Motion carried without dissent. (8g1)

15. The Chair stated Anthony is not with us and will be presenting a report tomorrow. We will be combining 9d as well as 10c on the membership policy. He adjourned the meeting until 9:00 tomorrow.