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Meeting Minutes

BOARD OF MUSEUMS AND HISTORY

Friday, December 10, 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
Daniel Markoff
Michelle Schmitter
Anthony Timmons
Jan Petersen
Robert Ostrovsky
Mercedes de la Garza

BOARD MEMBERS Not Present

Courtney Mooney (excused)
E'sha Hoferer
Dr. Sarah Cowie (excused)
Seth Schorr (excused)

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

Myron Freedman, Division of Museums and History, Interim Administrator
Carrie Edlefsen, Division of Museums and History, Administrative Services Officer
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

PUBLIC IN ATTENDANCE

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

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1. The Chair called the meeting to order. He confirmed the meeting had been properly posted in compliance with the Nevada Open Meeting Law and confirmed a quorum was present. He reminded them the meeting is audio recorded. He asked for public comment. Mary Beth Timm invited the board to an open house at the museum tomorrow.
2. The Chair confirmed the board received the budget and additional material from Dan Thielen from Item 8b1, Funding Request to Move Locomotives in Preparation for Great Western Steam Up, which was tabled yesterday. Dan Thielen went over expectant grants and donations, expenses and the fund request of \$98,000 for operation. Discussion was held regarding the friends account, museum account, spending process. Anthony Timmons made a motion to approve a budget allocation up to \$122,000 for the Great Steam Up event in July of '22 to cover both infrastructure as well as covering exhibit transportation cost. Mercedes de la Garza seconded. Motion carried without dissent. (8b1)
3. The Chair took Item 9a, Committee Reports, Finance, Robert Ostrovsky, Chair. Robert gave a background on the previously provided detailed statement and ledger for the third quarter of 2021. Ending front balance of the unrestricted account is not as of September 30th, \$1,596,053.98, the restricted funds held in the Treasury's Office is \$3,961,400.22 for a total of that we're managing of \$5,557,454.20. At our next meeting, get a full report from Morgan Stanley, a year-end report, to know exactly what our returns were after we take the adjustments for money in and out as the year goes. Chair Stoldal made a motion to accept the report. Anthony Timmons seconded. Motion carried without dissent. (9a)
4. The Chair took Item 9b, Marketing & Technology, Seth Schorr, Chair; members, Timmons. The Chair stated they had a report from Seth Schorr, who is out of family emergency. It is likely there will be a special meeting of the marketing and museum store as we move forward to develop and implement the online store business. (9b)
5. The Chair took Item 9c, Museum Store, Jan Petersen, Chair; members, Dwyer, Cowie, Schorr. Jan Petersen gave an updated, including moving forward with selling things online. Seth has worked with Shopify. Some items could be sold universally throughout the whole state board store system. Both FedEx and UPS and the post office will pick up. Chair Stoldal made a motion to accept Jan's report. Mercedes de la Garza seconded. Motion carried without dissent. (9c)
6. The Chair took Item 9d, Membership, Anthony Timmons, Chair; members, Markoff, de la Garza. Anthony Timmons gave an update on the membership meeting, including the concept of a one membership card, and gave details

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about the cards. Chair Stoldal made a motion to accept Anthony's report. Mercedes de la Garza seconded. Motion carried without dissent. (9d)

7. The Chair took Item 9e, East Ely Depot Museum, Doris Dwyer, Chair; members, Markoff, Timmons. Doris Dwyer didn't have anything to add to yesterday's report other than she would like to call a committee meeting for January. (9e)
8. The Chair took Item 10a, Board Policy Review Discussion and Possible Update, Museum Store Policy. Chair Stoldal stated he looked through his files and was unable to find whether or not the board had established a policy. It has established policies on all other statutory responsibilities. Myron Freedman stated he did see the museum store policy documents in the files, but there was no information on those documents. Chair Stoldal stated that will be part of Jan's responsibility and there are three or four elements within the statutory requirement, everything from establishing the store to making sure the merchandise is appropriate. That could be the beginning of the policy development. (10a)
9. The Chair took Item 10b, Private Funds Budgeting, Expenditure & General Control Policy & Procedure. Bob Ostrovsky gave details regarding whether or not they wanted to continue to have two separate funds, one for the restrictive donations and the other for general museum purposes. He recommended they do not make that change. He discussed ending fund balances. Chair Stoldal suggested moving them back into the general private fund account. Myron Freedman stated he and Mr. Ostrovsky would look at it carefully. Bob Ostrovsky made a motion to renew the policy after review of the private funds, budget and expenditure, general control policy and procedures as distributed. Michelle Schmitter asked if they could change the term "his" on the policy under general control to a gender-neutral term. Mr. Ostrovsky modified his motion to reflect that change. Mercedes de la Garza seconded. Motion passed with Dan Markoff abstaining because he did not think "they should be confined to problems like gender neutral stuff." (10b)
10. The Chair took Item 10d (taken out of order), Investment Policy. He noted this was last renewed in November 2019. Bob Ostrovsky stated he reviewed the policy and did not find a reason or cause to suggest any changes and made a motion to readopt the investment policy as distributed. Dan Markoff seconded. Motion carried without dissent. (10d)
11. The Chair took Item 10c, Board of Museums & History Membership Policy. Anthony Timmons stated he did not see any changes in this policy. Chair Stoldal stated he felt it was outdated and asked how they could accept an outdated policy without knowing how they were going to update it. Mr. Timmons made a motion to approve the Board of Museums & History membership policy as it

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currently stands, understanding that there will be potential changes coming up in the New Year. Dan Markoff seconded. Motion passed without dissent. (10c)

12. The Chair took Item 11, Private Funds Budget Adjustments (Current Year). None were listed. (11)
13. The Chair took Item 13 (taken out of order), Future Museum Board Agenda Items. Dan Markoff suggested they get an update on the progress of the museums at Boulder City, particularly the Railroad Museum. Anthony Timmons stated he would like an accounting of the projects that are funded in the restricted budget as to where the funds are and would like to get an accounting from the administrator for the last six to 12 months regarding deposit, audit and control issues. (13)
14. The Chair took Item 12, Board Member Comment on Non-Agendized Items. Chair Stoldal asked if they had announced the new director for Boulder City. Myron Freedman stated it was Dr. Chris McMann [ph], who would be starting January 3rd in Boulder and they would be having a meeting January 11th and 12th. (12)
15. The Chair took Item 14, Public Comment and Discussion-No public comment. (14)
16. The Chair adjourned the meeting at 10:30 a.m.