



NOTICE OF PUBLIC MEETING & AGENDA

Board of Museums and History

September 14, 2023 at 8:30 AM

Meeting Location

The meeting will be held at the Holiday Inn Express and Suites, 1505 E Aultman St, Ely, Nevada, and via **Teams** conference, 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.

Microsoft Teams meeting

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+ = ASSOCIATED REPORTS AND DOCUMENTS 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 for the start of the recording of the meeting. Chair of Nevada Board of Museums and History and Staff.

2. Call meeting to order. Board Chair.
3. Call for confirmation that meeting was properly posted. Board Chair and Staff.
4. Call for the roll call of board and determination of quorum. Board Chair and Staff.
5. Board announcements and meeting logistics. Board Chair and Staff. (Information only).
6. Public comment announcement. Board Chair. Public comment is welcomed by the Board. There are three periods of public comment during a meeting of the Nevada Board of Museums and history. The first is at the beginning of meeting and at the end of the meeting of the Board. A third 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. Public comment options may include, without limitation, written public comment submitted to the public body via mail or email. Meetings are audio-recorded and transcribed as part of the public record. Speakers, including board members, must identify themselves before speaking.
7. Public notification. Board Chair (information only.) Items on the public agenda may be taken out of order, and the Board may combine two or more agenda items for consideration and action by the Board. In addition, the Board may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.
8. Acceptance of minutes. Board Chair and Staff (full transcript available at nvmuseums.org).
 - a. June 8, 2023 Board Meeting summary (for possible action.) +
 - b. July 27, 2023 Membership Committee Meeting. Transcript available on the DMH website: <https://nvmuseums.org/meetings-agendas-minutes/> (for possible action.)
9. Board Announcements and Meeting Dates. Board Chair
 - a. New Board Member introductions and vacancy update.
 - b. December 7 & 8, 2023 meeting in Reno at the Nevada Historical Society (for possible action.)
 - a. Suggestion from Director Magee for dinner social at Calafuria the evening of December 7.
 - c. Future meeting dates (for possible action.)
10. Nevada State Historic Preservation Office. Rebecca Palmer, Administrator (All items are for possible action unless otherwise noted.)
 - a. SHPO Report +
11. Nevada Department of Tourism and Cultural Affairs. Brenda Scolari, Director.
 - a. Department Update
 1. Administrator succession (for possible action)
 2. Marketing and Communications Report. Francine Burge, Samantha Szeciorka
12. Administrator's Report. Myron Freedman, DMH Administrator. (Information only, unless noted otherwise.)
 - a. General Report

- b. Capital Projects Update
- c. Cloud Storage Plan and Funding Request (for possible action) +
- d. IFC Report +
- e. NAGPRA Report +

13. Chair's Report

- a. Recognition of the passing of Former Lt. Governor Dr. Lonnie Hammargren
- b. Committee Appointments (for possible action.)
- c. Board Name Badges (for possible action.)
- d. Meeting with Ely Mayor Nathan Robertson
- e. Bob Stoldal Honorary Lifetime Membership (for possible action.)
- f. Board Professional Development Fund (for possible action.)

14. Standing Committees

- a. Finance Committee (Chair TBD) (for possible action.)
 - a. Update from Morgan Stanley. Memo in packet. +
- b. Marketing and Technology, Seth Schorr, Chair (for possible action.)
- c. Membership Committee: Mercedes de la Garza, Chair.
 - a. Recommended policy revisions and budget request for card implementation (for possible action) +
- d. Museum Store Standing: Museum Store, Jan Peterson, Chair (for possible action.)
 - a. Online Museum Store Report, Tracey Sprague, Daphne Deleon (for possible action) +
- e. East Ely Depot Museum (Chair TBD)

15. Consent Agenda. All items, a-g, for possible action. Items may be combined for single vote. Board members may pull any item for discussion and/or separate vote.

Items:

- a. restricted \$500 to NHS from AAUW to NHS +
- b. restricted \$1,000 to NHS from William and Miles Minerals +
- c. restricted \$400 to NSMCC from Friends of the NSM +
- d. restricted \$7,466 to NSMCC from Nauman Foundation +
- e. restricted \$100 to NSMCC from Phyllis Stewart +
- f. restricted \$750 to NSMLV from Mansour +
- g. restricted \$1,500 to NSMLV from NV State Bank +
- h. restricted \$150 to NSM from Purpose Driven Tours +
- i. unrestricted \$50 to NSM from Cynthia Allison +

16. Q4 Museum Reports (April – June, 2023)

- a. Ely Railroad Depot Museum +
- b. Lost City Museum Report +
 - a. Deaccession report: follow up from previous meeting
- c. Nevada State Museum in Carson City +
 - a. BLM Cooperative Agreement (for possible action) +
 - b. BLM NAGPRA Conference Travel Request (for possible action) +
 - c. BLM Great Basin Conference Travel Request (for possible action) +
 - d. Custom Manufacturing Contract approval (for possible action) +
- d. Nevada State Museum in Las Vegas Report +

- e. Nevada Historical Society Report +
- f. Nevada State Railroad Museum in Boulder City +
- g. Nevada State Railroad Museum in Carson City +

17. Private funds budget adjustments-Current year (for possible action.)

- a. Changes approved by the Division Administrator: Structural engineer fee to test LCM floor load limit, \$2,000, expended out of BA#5038 CAT 48.
- b. Changes requested from the Board over \$5,000.

18. Board member comment on non-agendized items (discussion only).

19. Future museum board agenda items (discussion only.) 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.

20. Public Comment Announcement. Board Chair. (For information only.) Public comment is welcomed by the Board. No action can be taken during the public comment period. Public comment on both agenda and non-agenda items is welcome. 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. Public comment options may include, without limitation, written public comment submitted to the public body via mail or email.

21. 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 Mike Malone, Administrative Assistant III, Division of Museums and History, (775) 687-7340 ext. 301, or via email to mpmalone@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.**



MEETING MINUTES
NEVADA BOARD OF MUSEUMS AND HISTORY
JUNE 8, 2023
Nevada State Museum, Las Vegas
309 S. Valley View Blvd (Las Vegas Springs Preserve)
Las Vegas, Nevada 89107

BOARD MEMBERS PRESENT

Doris Dwyer*
E'sha Hoferer*
Daniel Markoff
Courtney Mooney
Robert Ostrovsky
Janet Petersen*
Michelle Schmitter*
Seth Schorr
Anthony Timmons
* participation via teleconference

BOARD MEMBERS EXCUSED

Mercedes de la Garza

STAFF PRESENT

Harry Ward, Deputy Attorney General*
Brenda Scolari, Director, Department of Tourism and Cultural Affairs
Francine Burge, Public Relations Manager, Department of Tourism and Cultural Affairs*
Rebecca Palmer, State Historic Preservation Officer*
Myron Freedman, Administrator, Nevada Division of Museums and History
Daphne DeLeon, Administrative Services Officer
Hollis Gillespie, Director, Nevada State Museum Las Vegas
Tracey Sprague, Director, Lost City Museum
Daniel Thielen, Director, Nevada State Railroad Museum Carson City*
Sean Pitts, Director, Nevada State Railroad Museum East Ely*
Josh Bonde, Director, Nevada State Museum Carson City
Catherine Magee, Director, Nevada Historical Society*
* participation via teleconference

PUBLIC IN ATTENDANCE

Robert Stoldal

1. *Serving as acting Chair, Vice-Chair Robert Ostrovsky called for the meeting recording to begin.*
2. *Vice-Chair Ostrovsky called the meeting to order.*

3. *The Vice-Chair confirmed the meeting was posted in accordance with NRS 241, per Administrator Myron Freedman.*
4. *The Vice-Chair asked for roll to be taken and a quorum was confirmed.*
5. *The Vice-Chair took agenda Item 5: Nominations for Chair and Vice-Chair.*
Member Schorr moved to nominate Anthony Timmons for Chair. Member Petersen seconded. Motion carried without dissent, with the Chair voting in favor.
Member Petersen moved to nominate Member Mercedes de la Garza for Vice-Chair. Member Schorr seconded. Motion carried without dissent, with the Chair voting in favor.
6. Board announcements and meeting logistics: Proclamation from Governor Lombardo Chair (Information only).
 - a. Proclamation from Governor Lombardo regarding Robert Stoldal.
[Chair Timmons took Item 6a upon the arrival of Mr. Stoldal, after Agenda Item 13c1.] A representative from the office of Governor Lombardo read the proclamation of appreciation for Mr. Stoldal's significant contributions to the Board, as well as his many years of service to his community and the state of Nevada.
7. Public comment announcement. Chair. Public comment is welcomed by the Board.
No public comment was given.
8. Acceptance of minutes (all items for possible action.) Chair. (Full transcripts available at nvmuseums.org).
 - a. March 9, 2023 Board Meeting summary of motions.
Member Ostrovsky moved to approve as presented. Member Markoff seconded. Motion carried without dissent, with the Chair voting in favor.
 - b. March 24, 2023 Board Meeting summary of motions.
The Chair took item 8b: March 24, 2023 Board meeting summary of motions. Member Petersen moved to approve as presented. Member Ostrovsky seconded. Motion carried without dissent, with the Chair voting in favor.
 - c. May 16, 2023 Board followed by Finance Committee summary of motions.
The Chair took item 8c: May 16, 2023 Board meeting summary of motions. Member Ostrovsky moved to approve as presented. Member Markoff seconded. Motion carried without dissent, with the Chair voting in favor.
 - d. May 26, 2023 Finance Committee summary of motions.
The Chair took 8d (summary of motions) May 26 Finance Comm. minutes. Member Ostrovsky moved to approve as presented, Member Markoff seconded. Motion carried without dissent, with the Chair voting in favor.
9. Review and confirm dates for Board meetings in 2023. Chair (for possible action.)
Chair Timmons conveyed upcoming Board meetings Sept 14, 2023 in Ely; December 7-8, 2023 in Reno, at the Nevada Historical Society.
10. Nevada State Historic Preservation Office. Rebecca Palmer, Administrator (Information only, unless noted otherwise.)

a. SHPO Report

The Chair took item 10a: Nevada State Historic Preservation Office (SHPO) Report. Rebecca Palmer, Administrator, updated that the position of National State Registry Coordinator is vacant. Member Ostrovsky asked about the proposed sale of bonds. Administrator Palmer stated the CIP funds approved by the Nevada Legislature will be in the amount of \$3 million for the biennium.

11. Nevada Department of Tourism and Cultural Affairs -Brenda Scolari, Director. (Information only, unless noted otherwise.)

a. Department Update

The Chair took item 11a: Department Update. Director Scolari discusses SB477, which passed during the 82nd legislative session. SB477 is a restructuring, executive bill with four highlights:

- 1. Absorbs NV Magazine staff into the Travel Nevada Marketing team. The magazine will have three online editions and one print edition.*
- 2. SB477 allows for hiring the new position, Deputy of Tourism.*
- 3. Creation of an Administrative Fund.*
- 4. SB477 will remove ex-officio, non-voting members from the Commission on Tourism.*

Director Scolari also noted AB516 that separated the Indian Commission & Stewart Cultural Center from the Department, effective July 1, 2024.

b. Marketing and Communications Report. Francine Burge, Public Relations Manager

Francine Burge, PR Manager for the Department of Cultural Affairs, updated on the hiring of herself and Samantha Szesciorka. Current priorities are to develop advertising contracts and increase outreach in the rural areas towards increased membership. Ongoing strategic planning will align the marketing and communication plans for cohesiveness of the brand.

12. Administrator's Report. Myron Freedman, DMH Administrator. (Information only, unless noted otherwise.)

a. The 82nd Legislature: legislation update

Board is updated that SB186, pertaining to transfer of DMH property in Ely, did not make it out of Committee.

b. NAGPRA Quarterly Update. (For possible action.)

Administrator Freedman updated the Board on behalf of Dr. Gene Hattori. Three ancestors were repatriated since the last NAGPRA update.

c. Capital Projects Update.

Administrator Freedman updated the Board that bond funds would not be realized until early 2024, with the project starting somewhere in late 2024, which anticipates earliest completion in fall of 2026.

d. 711 South Seventh St. Property Update. DAG Harry Ward. (For possible action.)

The property was donated by will, but the beneficiary can use the property until their demise. A letter was sent to confirm any changes in the estate, but nothing new has occurred. This item will be on the agenda once a year for updates in status.

e. Review of proposed fee schedule for all Train Rides, regular and fund raising, for FY 2024.

Administrator. (For possible action.)

The Chair took Item 12e: Review of proposed fee schedule for all train rides for FY24.

Proposed changes: Adult Train Ride Fee \$10.00 and Child Train Ride Fee \$5.00 at the Nevada State Railroad Museum Carson City, effective July 1, 2023. Member Markoff moved to adopt the price change for adults and children as presented. Member Mooney seconded. Motion carried without dissent, with the Chair voting in favor.

13. Standing Committees (All items for possible action.)

a. Finance Committee. Robert Ostrovsky, Chair.

1. Morgan Stanley Report

2. Review and recommendations and approval for FY 24 MDTF Budgets

Member Markoff expressed concern over the effectiveness/ROI for conference travel and fees. Additionally, concerns over the appeal of motorcars (vs. steam engines) for upcoming expansion of Roundup/Steam Up! events. Director Scolari discussed the benefits of Professional Development (PD) for participants. Administrator Freedman explained the benefits to the DMH and notes the cap of \$2500/individual (\$5k total) to ensure no excess expenditures. Member Dwyer expressed support for PD.

The Chair took Item 13a2: Review and recommendations and approval for FY '24 MDTF Budgets. Member Ostrovsky moved for approval as presented. Member Schorr seconded. Motion carried (7 yea, 1 nay).

b. Membership Committee. Anthony Timmins, Chair.

Chair Timmons assigned Vice-Chair de la Garza to assume Chair of the Membership Committee. Administrator Freedman suggests the Committee consider possible action regarding expenditures such as laminated cards, etc. Deputy AG, Harry Ward, confirms the Board can act once the Committees have discussed items on their respective agendas and bring those items to the Board.

c. Museum Store. Jan Petersen, Chair.

1. Online Museum Store Update. Daphne DeLeon.

Administrative Services Officer, Daphne DeLeon, stated the online store will be ready in July. Members discuss the difficulty of credit card sales when Wi-Fi isn't available outside the physical store.

14. Q3 Museum Reports, Chair and Museum Directors (Jan-Mar 2023)

a. Lost City Museum Report

Director Tracey Sprague updated that bus tour numbers have been down due to Covid19 and the Valley Fire inhibiting group visits. School group numbers have been improving as Covid19 concerns subside. There are currently no metrics reflecting an overall revenue decline attributed to the overall reduction in bus groups. Additionally, Director Sprague confirmed that jewelry sales are still the leading category in the store.

Director Freedman informs the Board that DMH won't have funding for busses and suggests exploring a "champion" in the next legislative session.

1. Deaccession Request Memo 1 (for possible action.)

The Chair took Item 14a1: Deaccession memo 1. Director Sprague provided a history of the items from Lake Mead, originally excavated in the 1920s. Member Markoff moved to approve as presented. Member Schorr seconded. Motion carried without dissent, with the Chair voting in favor.

2. Deaccession Request Memo 2 (for possible action.)

The Chair took Item 14a2: Deaccession memo 2. Member Schorr moved for approval as presented. Member Mooney seconded. Motion carried (6 yea, 2 nay, 1 abstention).

3. Acceptance of Docent council Donation (for possible action)

The Chair took Item 14a3: Acceptance of Docent Council Donation. Member Markoff moved to approve as presented. Member Dwyer seconded. Motion carried without dissent, with the Chair voting in favor.

b. Nevada State Museum in Las Vegas Report

1. Acceptance of Innova Restricted Donation (for possible action.)

Director Hollis Gillespie updated the Board about the overall strong quarter and progress of repair work being completed. Positive membership trends should improve as staffing vacancies are filled. Interest in restricted donations has increased and Director Gilliespie encouraged Members to attend the Liberace exhibit, opening June 23rd.

The Chair took Item 14b1: Donation Restricted - Innova. Member Markoff moved to approve as presented. Member Dwyer seconded. Motion carried without dissent, with the Chair voting in favor.

c. Nevada State Museum in Carson City

Director Josh Bonde updated on strong attendance numbers surpassing previous two years.

1. Approval to pay FY22 invoice (for possible action.)

The Chair took Item 14c1: FY22 INV Wild Republic. Member Markoff moved to approve as presented. Member Schorr seconded. Motion carried without dissent, with the Chair voting in favor.

2. Acceptance of Brown Elementary Restricted Donation (for possible action.)

3. Acceptance of Anonymous Restricted Donation (for possible action.)

4. Acceptance of Keres Consulting Restricted Donation (for possible action.)

5. Acceptance of Liberty Baptist Restricted Donation (for possible action.)

6. Acceptance of Wyrick Restricted Donation (for possible action.)

The Chair took agenda items 14c2, 14c3, 14c4, 14c5 and 14c6 as a single motion. Member Markoff moved to approve as presented. Member Schorr seconded. Motion carried without dissent, with the Chair voting in favor.

d. Ely Railroad Depot Museum

Director Sean Pitts noted the success of the 3rd Annual Bristlecone Bricks and Train Show, including a Lego STEM event for students. Director Pitts updated that SB186 was defeated, meaning the Ely buildings in question remain properties of the State.

e. Nevada State Railroad Museum in Boulder City

Dan Thielen provided Boulder City Museum updates on behalf of Director MacMahon. The new blower for the Fairbanks locomotive is under contract. The museum is working to recover items from the test site and finalizing contract(s) for the new rail bike company.

1. MOU agreement with UNLV Engineering to utilize track for research

Chair Timmons discloses relationship as instructor with UNLV (NSHE).

Dan Thielen updated on expediting track inspections and recommendations for repairs. The UNLV collaboration is symbiotic.

The Chair took Item 14e2: MOU agreement with UNLV. Member Markoff moved to approve as presented. Member Schorr seconded. Motion carried without dissent, with the Chair voting in favor.

2. Reauthorize funds from Magnusson Trust to move Test Site artifacts (for possible action.)
Director Freedman updated on the intent to reauthorize \$50k to move artifacts from the Nevada test site.

The Chair took Item 14e1: Reauthorize funds – Magnusson Trust. Member Schorr moved to approve as presented. Member Markoff seconded. Motion carried without dissent, with the Chair voting in favor.

f. Nevada State Railroad Museum in Carson City

Director Dan Thielen shared the strong attendance and sales numbers YTD. Q3 store sales have exceeded targets reflecting an overall strong year of store sales and attendance trends. Director Thielen addressed concerns about capturing attendance figures when wristbands are utilized. Legislative updates pertaining to SB186 (Ely) and efforts to build relationships with legislators interested in supporting the museums were successes of the 82nd NV Legislature.

g. Nevada Historical Society Report

1. Q Editing Services Contract

Director Catherine Magee updated on new administrative assistant, Tiffany Jones. Ms. Jones is also the store manager and is involved with budgets and membership. New docents are being brought on with the increase in school attendance. Ms. Magee expresses concerns about bus funding for visitors.

The Chair took Item 14g1: Q Editing Services Contract. Member Dwyer moved to approve as presented. Member Markoff seconded. Motion carried with a majority of members voting in favor, including the Chair.

2. Acceptance of Little Restricted Donation (for possible action.)

The Chair took Item 14g2: Donation Restricted – Little. Member Markoff moved to approve as presented. Member Schorr seconded. Motion carried with a majority of members voting in favor, including the Chair.

15. Private funds budget adjustments-Current year. Chair and Staff (all items for possible action.)

- a. Changes approved by the Division Administrator.
- b. Changes requested from the Board over \$5,000.

16. Board member comment on non-agenda items (discussion only).

17. Future museum board agenda items (discussion only). Recommendations by Board members regarding topics for future agenda items for the Board.

Board requests for September 16th, 2023 agenda items:

- *Strategic Planning for the Board*
- *Updates on deaccession*
- *Palisade commuter car repair*

18. Public Comment Announcement. Board Chair. (For information only.)

No public comment was given.

19. ADJOURNMENT

Chair Timmons adjourned the meeting.



Board of Museums and History
September 14, Meeting
National and State Registers – Staff Report
August 2023

National Register of Historic Places Nominations

None

Nevada State Register of Historic Places Nominations

None

Listed Properties Since December 2022 Staff Report

None

Pending Nominations to the National Register

Gem Theater, Pioche, Lincoln County

SHPO staff reviewed the latest draft and sent comments and edit requests to the author and the property owner on June 26, 2023. The nomination is nearing completion, and staff comments were minor this round. The SHPO anticipates that the next draft will be the final.

El Rancho Hotel, Wells, Elko County

Final edits to this document are in progress. SHPO staff addressed several outstanding edits and began drawing up a floor plan for inclusion in the nomination. Depending on the progress of the ongoing building rehabilitation, new NRHP photographs may be required.

REMOVAL – Virginia Street Bridge, Reno, Washoe County

The City of Reno has requested that the Virginia Street Bridge (NRIS 80002471), demolished in 2015 and replaced with a new bridge in 2016, be removed from the National Register. SHPO staff sent the required notification letters in August of this year. No objections have yet to be received. Once the mandatory notification period has closed, SHPO staff will submit the removal (delisting) paperwork to NPS.

Future Nomination, Rafael Rivera Neighborhood, Las Vegas, Clark County

The City of Las Vegas received a second NPS Underrepresented Communities Grant for a historic resources survey, historic context, and NRHP nomination related to the Rafael Rivera neighborhood in eastern Las Vegas. The City will submit the draft documents to SHPO in September 2023.

White Pine Middle School, Ely, White Pine County

SHPO staff reviewed a partial draft in February 2023. A second draft has not yet been received.

NRHP Inquiries Since March 2023 Staff Report

SHPO staff received two inquiries for potential NRHP nominations since the last staff report:

- Kump Field, Elko, Elko County: The family for whom the existing athletic field is named has requested information concerning a possible nomination of the property under Criterion A.
- Contributing element, John S. Park National Register District: The property owner of a contributing building to the NRHP Historic District (1236 South 7th Street, Las Vegas) has inquired about an individual listing in the NRHP for the property.

Pending Nominations to the State Register

Cactus Theatre, Hawthorne, Mineral County

SHPO staff reviewed the first draft in February 2023. A second draft was received on April 7, 2023. SHPO staff reviewed the document and sent comments back to the property owner.

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

The Board approved this nomination during their December 2020 meeting. The nomination author is currently expanding the historic context and incorporating BMH member suggestions.

SRHP Inquiries Since June 2023 Staff Report

None.

Federal NRHP Nominations

1. Bahsahwahbee Traditional Cultural Property – No changes or updates since the previous staff report.
2. Lincoln Highway and Victory Highway Multiple Property Documentation Forms (MPDF) and accompanying nominated road segments – No changes or updates since the previous staff report.
3. Kyle Canyon Ranger Station and CCC Camp Charleston in Clark County – No changes or updates since the previous staff report.
4. Dunkahni Archeological District in Great Basin National Park – The SHPO received a revised document from the federal agency on May 22, 2024, and sent comments back to the agency on June 15, 2023.



Date: September 14, 2023

To: Anthony Timmons, Chair, Board of Museums and History

From: **Myron Freedman, Administrator, Division of Museums and History**

Re: Cloud Storage Funding Request

The museums are making five individual requests for funding from the MDTF to pay for cloud storage for the current Biennium. The need for the space and the security of backing up digital archives and records is acute. We are advised by IT to utilize cloud storage now or risk catastrophic loss of digital artifacts. IT has facilitated a plan to use the State's cloud storage service, which represents a significant cost savings were we to get the same service in the private sector. The funding plan in later Biennia is to build the expense into subsequent State budgets.

The museum's FY 24-25 MDTF funding requests, to be paid out of CAT 48 break down thus:.

NHS	\$28,142.46
NSM CC	\$1,505.66
NSM LV	\$1,505.66
NSRM	\$1,505.66
LCM	\$1,505.66
TOTAL	\$34,185.12

Please sign below to signify your approval.

Approved: _____ Date _____
Chair, Board of Museums and History

FY24 -25 Estimated Costs Cloud Storage

File Server	Cost/ Server Slice	# of Server Slices	Server Cost Monthly	Server Cost Annual	Server Cost By Museum	Storage Cost per GB	Req. Storage 1000GB = 1TB	Storage Cost Monthly	Storage Cost Annual	Total Cost Annual	Total Cost FY24- FY25	FY24 CAT. 48 Available
	61.09	2	122.18	1466.16								
Nevada Historical Society					\$ 293.23	\$ 0.038	30000	\$ 1,149.00	\$ 13,788.00	\$ 14,081.23	\$ 28,162.46	\$ 291,970.00
Nevada State Museum Carson City					\$ 293.23	\$ 0.038	1000	\$ 38.30	\$ 459.60	\$ 752.83	\$ 1,505.66	\$ 354,962.00
Nevada State Museum Las Vegas					\$ 293.23	\$ 0.038	1000	\$ 38.30	\$ 459.60	\$ 752.83	\$ 1,505.66	\$ 15,922.00
Nevada State Railroad Museums					\$ 293.23	\$ 0.038	1000	\$ 38.30	\$ 459.60	\$ 752.83	\$ 1,505.66	\$ 115,572.00
Lost City Museum					\$ 293.23	\$ 0.038	1000	\$ 38.30	\$ 459.60	\$ 752.83	\$ 1,505.66	\$ 43,409.00

SYSTEMWIDE REQUEST \$ 34,185.12

SYSTEMWIDE CAT 48 FUNDS AVAILABLE \$ 821,835.00

STATE OF NEVADA
DEPARTMENT OF TOURISM AND CULTURAL AFFAIRS
DIVISION OF MUSEUMS & HISTORY DEDICATED TRUST FUND
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES (CASH BASIS)

FOR SFY 2023 JULY 01, 2022 THRU JUNE 30, 2023

	5033	5034	5035	5036	5037	5038	5039	All
	MUSEUMS & HISTORY BOARD	MUSEUM ADMINISTRATOR'S OFFICE	NEVADA HISTORICAL SOCIETY	NEVADA STATE MUSEUM	NEVADA STATE RAILROAD MUSEUMS	LOST CITY MUSEUM	NEVADA STATE MUSEUM LAS VEGAS	AS OF December 31, 2022
REVENUES:								
Funds Balanced Frwd frm SFY 22 Restricted	0.00	0.00	1,720,016.00	217,683.00	753,833.00	3,875.00	26,106.00	2,721,513.00
Funds Balanced Frwd frm SFY 22 Unrestricted	26,177.00	0.00	307,089.00	387,412.00	132,375.00	82,301.00	135,780.00	1,071,134.00
Funds Balanced Frwd to SFY 24 Restricted	0.00	0.00	-1,707,016.00	-141,418.00	-789,955.00	0.00	-26,106.00	-2,664,495.00
Funds Balanced Frwd to SFY 24 Unrestricted	-26,177.00	0.00	-325,121.00	-480,767.00	-210,911.00	-86,127.00	-145,703.00	-1,274,806.00
BLM Cooperative Agreement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Conference Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Facilities Charges	0.00	0.00	0.00	2,980.00	3,700.00	0.00	0.00	6,680.00
Special Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Volunteer Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Charges for Services - Anthro	0.00	0.00	0.00	3,169.20	0.00	0.00	0.00	3,169.20
Charges for Svcs - Coin Press	0.00	0.00	0.00	43,734.64	0.00	0.00	0.00	43,734.64
Membership	0.00	0.00	23,850.00	29,641.40	0.00	4,965.00	3,495.15	61,951.55
Photo Sales	0.00	0.00	880.00	635.57	0.00	0.00	0.00	1,515.57
Printing Sales	0.00	0.00	609.15	0.00	0.00	0.00	0.00	609.15
Merchandise Sales	0.00	0.00	10,040.21	237,379.46	173,487.59	85,925.57	49,083.49	555,916.32
Books and Pamphlets Sales	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Publication Sales	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Gifts and Donations	0.00	0.00	375.00	4,991.18	7,429.99	17,753.86	1,524.84	32,074.87
Private Grant	0.00	0.00	21,534.50	41,724.05	45,000.00	1,386.34	4,875.66	114,520.55
Friends of the Railroad	0.00	0.00	0.00	0.00	125,149.75	0.00	0.00	125,149.75
Treasurer's Interest	1,196.44	238.05	50,675.40	15,540.73	25,651.67	2,625.88	4,239.11	100,167.28
Prior Year Refunds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Receipt from Outside Bank Account	28,194.00	17,801.00	0.00	10,868.00	1,368.00	1,243.00	0.00	59,474.00
Transfer From Dedicated Trust Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenues (CASH)	\$29,390.44	\$18,039.05	\$102,932.26	\$373,574.23	\$267,129.00	\$113,948.65	\$53,295.25	\$958,308.88

EXPENDITURES:

Administration	29,390.44	18,039.05	14,688.97	56,765.35	57,643.13	4,500.20	11,961.02	192,988.16
Professional Development	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Docent	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NHS Quarterly	0.00	0.00	29,539.24	0.00	0.00	0.00	0.00	29,539.24
Museum Store	0.00	0.00	5,297.54	169,479.57	138,347.95	94,546.26	29,666.90	437,338.22
Photo	0.00	0.00	1,450.72	0.00	0.00	0.00	0.00	1,450.72
Collection Storage Maintenance	0.00	0.00	0.00	3,614.90	0.00	0.00	0.00	3,614.90

STATE OF NEVADA
DEPARTMENT OF TOURISM AND CULTURAL AFFAIRS
DIVISION OF MUSEUMS & HISTORY DEDICATED TRUST FUND
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES (CASH BASIS)
FOR SFY 2023 JULY 01, 2022 THRU JUNE 30, 2023

	5033	5034	5035	5036	5037	5038	5039	All
	MUSEUMS & HISTORY BOARD	MUSEUM ADMINISTRATOR'S OFFICE	NEVADA HISTORICAL SOCIETY	NEVADA STATE MUSEUM	NEVADA STATE RAILROAD MUSEUMS	LOST CITY MUSEUM	NEVADA STATE MUSEUM LAS VEGAS	AS OF December 31, 2022
BLM Fed Cooperative Agreement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Anthropology	0.00	0.00	0.00	14,325.21	0.00	0.00	0.00	14,325.21
Archeology	0.00	0.00	0.00	0.00	0.00	2,414.02	0.00	2,414.02
Natural History	0.00	0.00	0.00	9,721.40	0.00	0.00	0.00	9,721.40
Education	0.00	0.00	0.00	6,197.31	0.00	0.00	0.00	6,197.31
Buildings and Grounds	0.00	0.00	0.00	0.00	0.00	2,370.32	0.00	2,370.32
Exhibits/Collections	0.00	0.00	0.00	11,397.31	8,125.86	0.00	0.00	19,523.17
History	0.00	0.00	0.00	16,279.19	0.00	0.00	0.00	16,279.19
Docent	0.00	0.00	0.00	0.00	441.00	0.00	0.00	441.00
Coin Press - Designated	0.00	0.00	0.00	21,643.01	0.00	0.00	0.00	21,643.01
Coin Show - Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Board Special Projects	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
East Ely Museum Total	0.00	0.00	0.00	0.00	7,212.40	0.00	0.00	7,212.40
Boulder City Museum Total	0.00	0.00	0.00	0.00	23,667.26	0.00	0.00	23,667.26
Special Events	0.00	0.00	4,270.40	0.00	0.00	3,721.26	0.00	7,991.66
Special Projects	0.00	0.00	0.00	3,946.35	9,519.11	6,396.50	8,808.06	28,670.02
Restricted Projects	0.00	0.00	47,685.09	60,203.64	22,172.26	0.00	0.00	130,060.99
Transfer Funds to Outside Bank	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Reserve	0.00	0.00	0.00	0.00	0.00	0.00	2,858.77	2,858.77
Total Expenditures	\$29,390.44	\$18,039.05	\$102,931.96	\$373,573.24	\$267,128.97	\$113,948.56	\$53,294.75	\$958,306.97
DIFFERENCE	0.00	0.00	0.30	0.99	0.03	0.09	0.50	1.91
INVESTMENT ACCOUNTS								
Morgan Stanley - 171-044095	0.00	0.00	2,475.86	4,661.42	29,691.15	16,600.69	1,171.19	54,600.31
Morgan Stanley - 171-101259 *	0.00	0.00	254,694.06	362,873.69	158,859.27	454,090.20	57,715.11	1,288,232.33
Total Investment Accounts (VALUE) As Of 06/30/23	0.00	0.00	257,169.92	367,535.11	188,550.42	470,690.89	58,886.30	1,342,832.64

* This account has restricted endowment of \$232,595.57 from Bretzlaff

NAGPRA Inventory at Indian Hills and Lost City

Native American Remains curated at the Nevada State Museum, Carson City and Lost City Museum
Subject to NAGPRA Repatriation.

Agency	No. Remains
Nevada State Museum - CC	34 (5 pending) *
Nevada Historical Society (NHS)	
NHS Control*	31 (10 pending) *
Federal Control	36
State Historic Preservation Office	11
State Parks	1
Bureau of Land Management – NV	108 (5 pending) *
Bureau of Land Management – CA	3 (2 pending) *
Dept of Energy	1
Navy	3 (2 pending) *
National Park Service	1
Bureau of Indian Affairs	2
US Fish & Wildlife Service	4
Total Remains Curated at NSM	262**
Lost City Museum (LCM)	20
Total Remains Curated at LCM	20

* Notice of Inventory Completion filed with National Park Service and/or waiting for transfer of control

*Determination of “controlling” agency undetermined.

** Please note that this number is subject to change while inventory and repatriations are in progress. Also, this number does not reflect ancestral remains that have gone through the legal NAGPRA process (i.e., consultation and Notice of Inventory Completion filed), but transfer of control to the tribe has not yet occurred.



MEMORANDUM

To: Nevada Board of Museums and History

Through: Myron Freedman, Administrator

From: Daphne O. DeLeon,
Administrative Service Officer

Date: August 28, 2023

Re: Morgan Stanley Update

Per Morgan Stanley legal, the cash “sweep vehicle” for our larger account is required to be switched from the bank deposit to the international money market fund. This change results in no additional fees.

Our smaller account’s cash “sweep vehicle” remains the bank deposit.

Email from Cary Allison, Morgan Stanley (08/28/23)

Morgan Stanley legal said that we are not allowed to use a bank deposit as a sweep vehicle in your large fee-based account, but the institutional money market fund was allowed. This new determination by MS legal applies to all of Morgan Stanley’s government entity clients. Not just you. The good news is that this change didn’t cost you anything, and the institutional money fund pays a higher interest rate than the bank deposit. Your smaller account was not affected and is in our 5% savings bank deposit.

September 14, 2023

To: Board of Museums & History, Anthony Timmons, Chair
From: Kelly Brant, Membership Facilitator through DMH Administrator

Proposals and Requests: New Membership Level Pricing Adjustment/Senior Discount Plan and Funding for Printers & Supplies to produce New Universal Membership Cards.

1. Membership Level Pricing & Senior Discounts Request

At the July 2023 meeting, the Membership Committee voted to recommend revising the Sustaining Membership Level price. Staff also propose setting a flat rate of \$20.00 off for discounting each level for seniors.

<u>Level</u>	<u>Current Price</u>	<u>Approved</u>	<u>Proposed</u>	<u>Senior Discount Proposed</u>
Individual	\$35	\$45		\$25
Family	\$60	\$75		\$55
Sustaining	\$100	\$250	\$125	\$105

The Sustaining Level price jump to \$250 seems extreme, and the concern is that we will lose memberships in what is a popular level.

Possible Motion: I move to revise the price of the Sustaining Level category from \$250 to \$125, and to set the discount rate at a flat \$20 dollars off each category, and for all levels and pricing to go into effect when the online store goes live.

2. New Membership Cards: Equipment & Supplies Request

The transition to new uniform Membership Cards with high quality image requires new printers and supplies for the four museums who will be issuing the cards: NHS, NSMCC, NSMLV and LCM (The Railroad Museums will be provided the new card art for potential electronic card, but will otherwise continue as they have.)



Request for Funding for new Membership Cards

Printers (4)	\$ 11,000.00	Projecting \$2,750 per printer
Printer Supplies	\$ 1,117.00	12 Ribbons + 10 packs of Printer Cleaning Cards
<u>Card Stock (3,000)</u>	<u>\$ 570.00</u>	Projecting \$190 per 1,000 cards
Total Cost	\$12,687.00	

This expense will be funded out of CAT 48 in each of the affected museums' budgets:
NHS = \$3,806.10, NSMCC = \$6,977.85, LCM = \$1,268.70, NSMLV = \$634.35. This is only in the current FY24. The ongoing expenses will be made part of base budgets in FY 25 and beyond. A new GL for Membership revenue will be created to offset the expenses.

Possible Motion: I move to expend a total of \$12,867 out of CAT 48 from the NV Historical Society, the NV State Museum in CC, the Lost City Museum, and the NV State Museum in LV to cover the costs of producing new membership cards.



Proposed membership card design. Image will change each year.

FY24 MEMBERSHIP BUDGET REQUEST

PROPOSED BUDGET

Membership Facilitator	\$ 14,000.00	Approved FY24 Budget Enhancement
Printers (4)	\$ 11,000.00	Project \$2750/printer
Printer supplies	\$ 1,117.00	12 Ribbons + 10 packs of Printer Cleaning Cards
Card Stock (3000)	\$ 570.00	Project \$190/1000 cards
Total Cost	\$ 26,687.00	
Approved Funding	\$ 14,000.00	
Budget Request	\$ 12,687.00	

Total Cost	\$ 26,687.00
Total FY23 Members	1478
FY24 Cost/Member	\$ 18.06

FY24 COST/Museum	NHS	NSMCC	LCM	NSMLV
% of Members	30%	55%	10%	5%
Cost/Museum CAT 48	\$ 3,806.10	\$ 6,977.85	\$ 1,268.70	\$ 634.35

NET REVENUE

MUSEUM	Based on FY23 Membership #s				
NHS	Members	Revenue	Benefit Cost	Processing Cost	Net
Full Memberships	331	\$ 24,310.00	\$ 11,585.00	\$ 7,204.41	\$ 5,520.59
Discounted Memberships	68	\$ 517.00	\$ -	\$ 1,227.82	\$ (710.82)
TOTAL NET					\$ 4,809.77

SYSTEM	
FULL	\$ 38,618.55
DISCOUNTED	\$ 2,448.63
TOTAL NET	\$ 41,067.18

NSMCC	Members	Revenue	Benefit Cost	Processing Cost	Net
Full Memberships	504	\$ 39,070.00	\$ 3,535.00	\$ 9,100.30	\$ 26,434.70
Discounted Memberships	351	\$ 8,775.00	\$ -	\$ 6,337.71	\$ 2,437.29
TOTAL NET					\$ 28,871.99

LCM	Members	Revenue	Benefit Cost	Processing Cost	Net
Full Memberships	59	\$ 4,465.00	\$ -	\$ 1,065.31	\$ 3,399.69
Discounted Memberships	86	\$ 2,150.00	\$ -	\$ 1,552.83	\$ 597.17
TOTAL NET					\$ 3,996.86

NSMLV	Members	Revenue	Benefit Cost	Processing Cost	Net
Full Memberships	61	\$ 4,365.00	\$ -	\$ 1,101.43	\$ 3,263.57
Discounted Memberships	18	\$ 450.00	\$ -	\$ 325.01	\$ 124.99
TOTAL NET					\$ 3,388.56



Online Store Update

Submitted By: Division of Museums and History Office
Tracey Sprague, LCM Director /Program Lead
Daphne O. DeLeon, ASO II/Fiscal Lead

A. Updated Project Timeline

Delays were experienced and several project milestones have been reset.

September 29, 2023 Website

September 29, 2023 BHD Integration

October 2023 Online Store Website LIVE

B. Website: Web2Market

Contract was extended to September 30, 2023, to accommodate the revised project milestones.

C. BHD Integration: Retail Dimensions, INC (RDI)

Installation of the RDI application on the store workstations have been challenging. The connections between the individual stores and the server at the DMH office do not allow for the stores to access applications on the server. RDI is exploring the possibility of installing the application at each store.

Additionally, RDI is working on an inventory solution to process a single order with items from more than one store.

D. Online Store Items:

Each museum has been tasked with writing descriptions and taking images of their online merchandise. The six participating museums have either completed this task or are on track to finish it soon. They will have until end of day September 29, 2023, to get these files added to their respective NHM Online Store OneDrive folder so the details and photos can be added to the website for the mid-October launch.



MEMORANDUM

DATE: 08/16/2023

TO: Board of Museums and History

THROUGH: Myron Freedman, Administrator
Division of Museums and History

FROM: Catherine Magee, Director
Nevada Historical Society

RE: AAUW Gallup 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 (AAUW) Conservation Supplies fund. These funds are to purchase materials for conservation housing of the AAUW collection at the NHS.

Representative of the Board of Museums and History

Date



June 2, 2023

Dear Ms. Gallup,

Your generous donation of \$500.00 for the American Association of University Woman (AAUW) conservation supplies fund will allow us to continue to preserve, protect, and share this amazing part Nevada's cultural heritage.

I would like to state that no goods or services were transferred to you because of your tax-deductible donation valued at \$500.00. Additionally, your gift will not be placed in a donor advised fund or supporting organization.

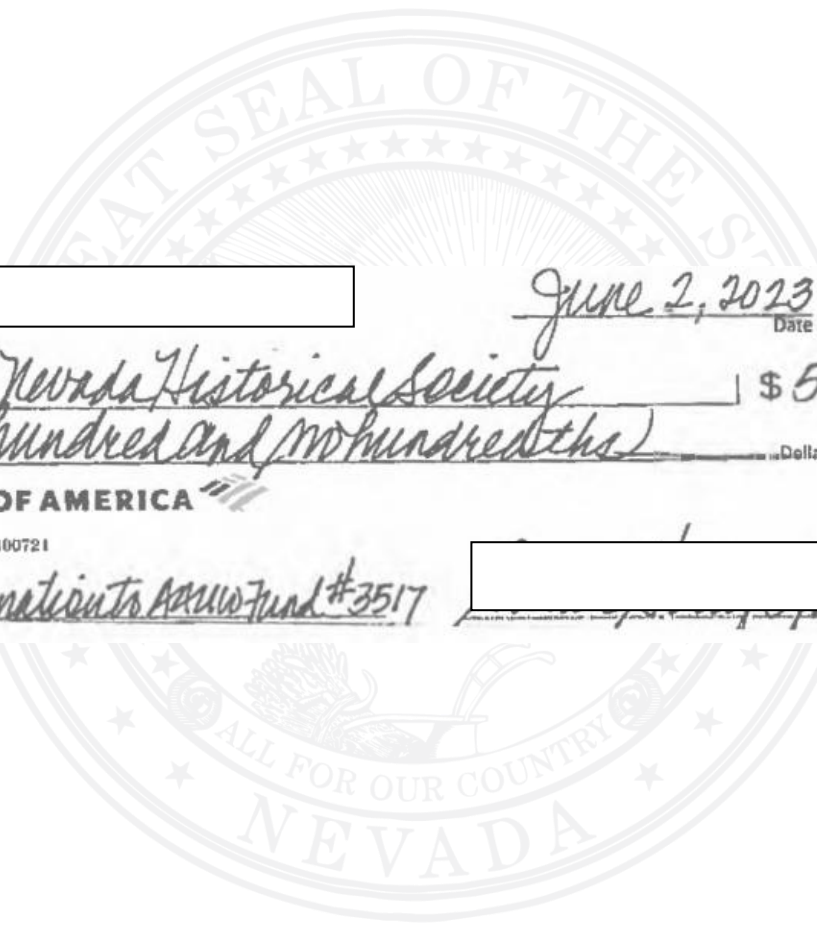
Thank you for facilitating our work, preserving history, and being a stalwart supporter. We are so proud to be the repository for this important collection, and we greatly appreciate your donation. The Nevada Historical Society is so fortunate to have you as a friend and donor.

Sincerely,

A handwritten signature in blue ink that reads "Catherine".

Catherine E. Magee





June 2, 2023 94-72/1224 NV
Date 61485

Pay To The Order Of Nevada Historical Society \$ 500.00
Five hundred and no hundredths Dollars

BANK OF AMERICA

ACH RPT 122400721

For Donation to Armo Fund #3517 MP



MEMORANDUM

DATE: 08/16/2023

TO: Board of Museums and History

THROUGH: Myron Freedman, Administrator
Division of Museums and History

FROM: Catherine Magee, Director
Nevada Historical Society

RE: Miles restricted donation acceptance

The Nevada Historical Society requests acceptance of restricted funds in the amount of \$1000.00 to BA 5035 account number 3521, NHS Events fund.

Representative 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:

- 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
- ☐ Senior* \$20 *Valid ID required

*Make thank you
out to
William
& Miles
Minerals LLC*

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.

☐ 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): W. [redacted]

Mailing address: [redacted]

City/State/Zip: [redacted]

Phone: Home [redacted]

Email address: [redacted]

Business Miles Minerals LLC

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

Visit our website

<http://nvhistoricalsociety.org>



Or visit us on Facebook

Staff use only:	
1 st	2 nd billing notice
<input checked="" type="checkbox"/> PP	<input checked="" type="checkbox"/> CoCo

Mail this form and your check to:
Nevada Historical Society Attn:
Membership
1650 North Virginia Street
Reno, NV 89503
775-688-1190



Pay to the
Order of Nevada Historical Society \$ 1,000.00
One Thousand Dollars and 00/100 Dollars

PLUMAS BANK
888.375.8627 • plumasbank.com
For Benefactor Donation - William B. Wilson





Memo

Date: August 14, 2023

To: Chair
Board of Museums & History

From: Josh Bonde, Director
Nevada State Museum – Carson City

Re: New Restricted Donation

The Nevada State Museum, Carson City, has received \$400 from the Friends of the Nevada State Museum for the restricted Facilities fund to help pay for a new accessible water fountain.

These funds will be deposited into B/A 5036, Category 55, project code 3632 and utilized for the expressed purpose listed above.

Approval: _____

Chairman, Board of Museums & History Date

FRIENDS OF THE NEVADA STATE MUSEUM

Date: Aug 14, 2023

94-7074/3212 1523

Pay to the Order of Nevada State Museum \$ 400.00

Four Hundred & no/100

Dollars

WELLS FARGO

Wells Fargo Bank, N.A.
wellsfargo.com

For: _____

Katherine Peterson



Memo

Date: June 28, 2023

To: Chair
Board of Museums & History

From: Josh Bonde, Director
Nevada State Museum – Carson City

Re: New Restricted Donation

The Nevada State Museum, Carson City, has received \$7,466 from the John and Grace Nauman Foundation for the Marjorie Russell Clothing and Textile Center.

This donation is restricted to expenditure from the Nauman Fund, Project Code 3603 in Category 55 of Budget Account 5036.

Approval: _____

Chairman, Board of Museums & History Date _____

JOHN & GRACE NAUMAN FOUNDATION

Morgan Stanley

June 20, 2023

Date

Pay to the Order of The Nevada State Museum \$ 7466.00

Seven Thousand Four hundred Sixty Six and 00/100 Dollars

Expense Analyzer

For Protein

UNITED BANK, N.A.
KANSAS CITY, MO 64106
1-800-688-3442

John M. ...
J. M. ...



Memo

Date: June 20, 2023

To: Chair
Board of Museums & History

From: Josh Bonde, Director
Nevada State Museum – Carson City

Re: New Restricted Donation

The Nevada State Museum, Carson City, has received \$100 from Robert and Phyllis Stewart for the restricted Exhibits fund.

These funds will be deposited into and expended out of B/A 5036, Category 55, Project Fund 3615.

Approval: _____

Chairman, Board of Museums & History

Date





Nevada State Museums and History
Joe Lombardo | Governor
Myron Freedman | Administrator

Nevada State Museum,
Las Vegas
Hollis J. Gillespie | Director

309 S. Valley View Blvd.
Las Vegas, NV 89107

MEMO

To:	State of Nevada Division of Museums & History Board of Directors
From:	Hollis J. Gillespie, Director, Nevada State Museum Las Vegas
Date:	17 August 2023
Re:	Approval of restricted donation

Comments:

Please accept and approve the donation from Mr. Armani Mansour in the amount of \$750. Mr. Mansour has instructed that the full amount of the donation be restricted for use in the Exhibits Development -Account 3903 at the Nevada State Museum Las Vegas.

A copy of the check and associated donation intent are included with this memo.

Hollis J. Gillespie

Thank you.

THIS CHECK IS VOID WITHOUT A GREEN & BLUE BORDER AND BACKGROUND PLUS A KNIGHT & FINGERPRINT WATERMARK ON THE BACK - HOLD AT ANGLE TO VIEW

ARMANI
Armani Mansour
Armany M Mansour

0104

Date

6/16/23

Pay to the
Order of

Nevada state museum

\$ 750.⁰⁰

Seven hundred & fifty ⁰⁰/100

Dollars



USEagle

P.O. Box 128
Albuquerque, NM 87103
(505) 342-8888

MEMO

Donation

Ar Mf

[Redacted line]

Josef B. Diaz

From: Josef B. Diaz
Sent: Thursday, June 15, 2023 3:32 PM
To: Mansour, Armani
Subject: RE: Donation to the Nevada State Museum, las Vegas

Hey Armani,

The check can be made out to: Nevada State Museum, Las Vegas

It can be mailed to the following address:

Nevada State Museum, Las Vegas
309 S. Valley View Blvd.
Las Vegas, NV 89107

Thanks Armani!

Josef Diaz
Curator of History and Material Culture

309 S. Valley View Blvd.
Las Vegas, NV 89107
j.diaz@nevadaculture.org
Office: 702.822.8736
LasVegasNVMuseum.org

*Office hours are Monday - Friday
8 am to 5 pm*



From: Mansour, Armani <amansour@carisls.com>
Sent: Thursday, June 15, 2023 2:37 PM
To: Josef B. Diaz <j.diaz@nevadaculture.org>
Subject: Re: Donation to the Nevada State Museum, las Vegas

WARNING - This email originated from outside the State of Nevada. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Josef,

What address do we send to? And who do we make the payment attention to?

Armani Mansour | Molecular Oncology Specialist- New Mexico

Please do not click any links or open any attachments unless you trust the sender and know the contents are safe.

Hi Armani,

It was great meeting you and thank you for your interest in supporting the exhibition, ***Liberace: Real and Beyond***. As mentioned, a contribution of \$1000.00 would be very welcomed and help immensely. For that sum of a donation, we would be happy to have members from your company in Las Vegas attend the opening reception on Friday June 23, allow you to have a presence at the event (table with informational materials) as well as have mention on our Acknowledgments Panel in the exhibition space. I have also attached a Press Release that gives more information on the exhibit and our museum.

Please feel free to reach out if you have any questions.

I look forward to hearing from you soon.

Best,

Josef

Josef Diaz
Curator of History and Material Culture
Nevada State Museum, Las Vegas
309 S. Valley View Blvd.
Las Vegas, NV 89107
j.diaz@nevadaculture.org
Office: 702.822.8736
LasVegasNVMuseum.org

*Office hours are Monday - Friday
8 am to 5 pm*



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Nevada State Museums and History
Joe Lombardo | Governor
Myron Freedman | Administrator

Nevada State Museum,
Las Vegas
Hollis J. Gillespie | Director

309 S. Valley View Blvd.
Las Vegas, NV 89107

MEMO

To:	State of Nevada Division of Museums & History Board of Directors
From:	Hollis J. Gillespie, Director, Nevada State Museum Las Vegas
Date:	17 August 2023
Re:	Approval of restricted donation

Comments:

Please accept and approve the donation from Nevada State Bank in the amount of \$1500. Ms. Sandi Milton, SVP has instructed that the full amount of the donation be restricted for use in the Exhibits Development -Account 3903 at the Nevada State Museum Las Vegas.

A copy of the check and associated donation intent are included with this memo.

Thank you.

ZIONS BANCORPORATION

2023-06-27

NEVADA STATE MUSEUM

4784

INVOICE	DATE	DESCRIPTION	DISCOUNT	NET AMOUNT
100	09-Jun-23	CIN-764493-NEVADA STATE MUS		1,500.00
TOTAL			.00	1,500.00

THIS DOCUMENT CONTAINS A TRUE WATERMARK - HOLD TO LIGHT TO VIEW

ZIONS BANCORPORATION

Salt Lake City, UT 84133 | 801-844-8874

OFFICIAL CHECK

Date Jun 27, 2023

31-5
1240

EXPENSE CHECK

*****1,500.00

PAY One Thousand Five Hundred Dollars And Zero Cents*****

To The Order Of

NEVADA STATE MUSEUM
309 S VALLEY VIEW BLVD
LAS VEGAS, NV 89107

Proctor

DRAWER: ZIONS BANCORPORATION, N.A.



DONATION FORM

Donor Information:

First Name: <u>Sandi</u>	Last Name: <u>Milton</u>		
Organization: <u>Nevada State Bank</u>			
Address: <u>750 E. Washington</u>	City: <u>LV</u>	State:	Zip: <u>89119</u>
Phone: <u>702-855-4701</u>	E-mail:		

Donation Designation:

I would like to donate \$ 1500 to the Nevada State Museum, Las Vegas for the following purpose(s):

(Please indicate the amount of your donation you would like applied to the category or categories of your choice)

Fund	Purpose	Acct	Amount
Unrestricted	Museum general support as needed	4251	
Collections Development	Acquisition/Care of artifacts	3902	
Exhibits Development	Installation of exhibits	3903	<u>750</u>
Community Engagement	Learning activities for the general public	3904	
Costume & Textiles Collection	Preservation/acquisition of costumes & textiles	3905	
Programming-Children	Learning activities for children	3906	
Natural History Collection	Preservation/acquisition of natural artifacts	3907	
Library	Preservation/acquisition of library artifacts	3908	
Audiovisual Collection	Preservation/acquisition of audiovisual materials	3909	



Verification:

(Please sign and date the acknowledgement below, return with your form of payment and retain a copy for your records. A payment receipt will be returned to you upon transaction completion. Please consult a tax advisor for allowable deductions.)

I acknowledge that my donation should be restricted to support the above indicated fund(s) in the amount(s) shown.

Signature

Date

June 6, 2023

Thank you for your generous support!



Memo

Date: August 28, 2023

To: Acting Chair
Board of Museums & History

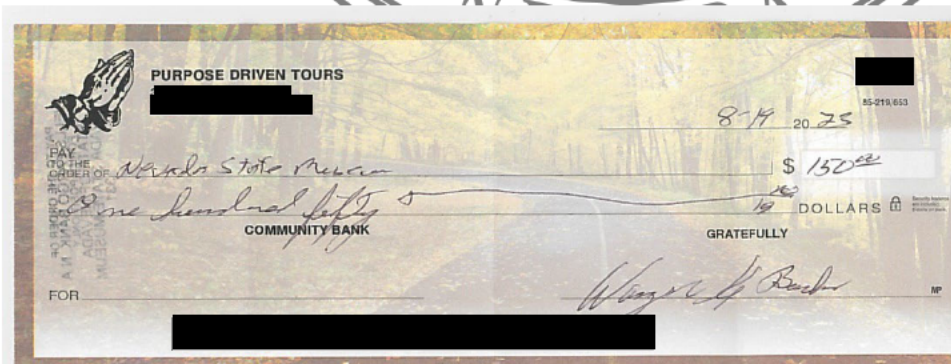
From: Josh Bonde, Director
Nevada State Museum – Carson City

Re: New Restricted Donation

The Nevada State Museum, Carson City, has received \$150 from Purpose Driven Tours as a donation to its Education Department.

These funds will be deposited into and expended out of B/A 5036, Category 55, Project Code 3611.

Approval: _____
Chairman, Board of Museums & History Date





Memo

Date: August 31, 2023

To: Chair
Board of Museums & History

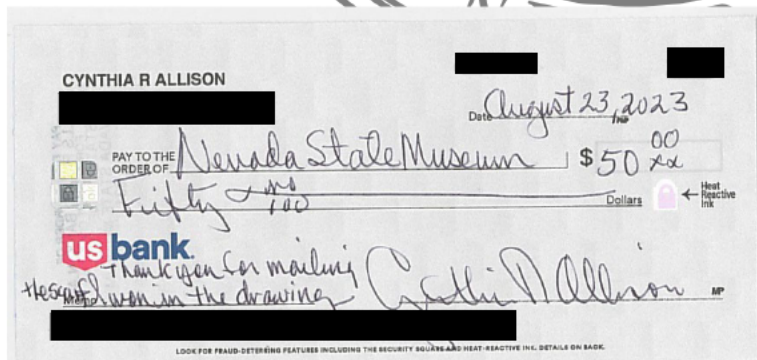
From: Josh Bonde, Director
Nevada State Museum – Carson City

Re: New Unrestricted Donation

The Nevada State Museum, Carson City, has received \$50 from Cynthia Allison as an unrestricted donation.

These funds will be deposited into the Museum's investment account for unrestricted donations made to the Nevada State Museum.

Approval: _____
Chairman, Board of Museums & History Date



NEVADA MUSEUMS & HISTORY

Joe Lombard Governor

Myron Freedman | Administrator

Sean Pitts | Director

NEVADA STATE RAILROAD MUSEUM

1100 Avenue A

Ely, NV 89301

NEVADA

MUSEUMS & HISTORY



NEVADA STATE RAILROAD MUSEUM-EAST ELY

REPORT TO THE
BOARD OF MUSEUMS AND HISTORY SEPTEMBER 14, 2023

I. Private Funds Budget Summary B/A 5037-03

State Fiscal Year 2023
as of 06/30/2023

	<u>GL /Cat#</u>	<u>SFY 2023</u> <u>Budget</u>	<u>Actuals</u> <u>YTD</u>	<u>Percentage</u> <u>YTD</u>
Cash From Prev Fiscal Year	2511	33,898	33,898	100.00%
Cash Bal Fwr New Fiscal Year	2512	0	0	0.00%

Comparison of Revenues Budgeted/ Received:

Facilities Charge	3801	350	2,900	828.57%
Gifts & Donations	4251	5,200	159	3.05%
Private Grants	4265	4,000	0	0.00%
Outsie Bank Acct	4454	1,368	1,368	
Total Revenues:		\$10,918	\$4,427	40.54%

Comparison of Expenditures Budgeted/Expended:

Board Appr Special Projects	48	18,593	0	0.00%
East Ely Railroad	51	17,223	7,212	41.88%
Special Projects (Restricted)	55	9,000	0	0.00%
Total Expenditures:		\$44,816	\$7,212	16.09%

Revenue/Expenditure Comparison Narrative:

Report is through June 30, 2023.

* Further detail available in the identified sections.

V. Museum Attendance

Attendance chart

	<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 23	1145	974	858	565	120	156	75	97	173	331	703	1017	6214
FY 22	845	930	794	591	298	190	111	158	283	569	875	907	6551
FY 21	710	571	747	626	97	73	102	121	257	471	792	1,089	5656
FY 20	1,117	775	798	570	176	174	110	127	52	0	0	0	3899
YTD	1,145	2,119	2,977	3,542	3,662	3,818	3,893	3,990	4,163	4,494	5,197	6,214	6,214

YTD COMPARISON

135.50% 119.38% 115.88% 112.09% 105.90% 104.66% 103.56% 101.86% 99.12% 94.23% 92.08% 94.86%

MONTHLY COMPARISON

135.50% 104.73% 108.06% 95.60% 40.27% 82.11% 67.57% 61.39% 61.13% 58.17% 80.34% 112.13%

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:

NSRM-Ely visitation consists of Adults who visit the our exhibits and interact with our staff and those who received an outreach program from the State's Museum. Additionally, we have counted children separately due to a joint ticket agreement (that was abandoned by the Railray Foundation in 2017.) We recogize this has left out those who attended an event in the State owned Freight Building. We are including that number in this report in the paragraph below.

Adding children who visited the Museum increases the numbers by 90 in May and 154 in June which increases the total to 6458. Adding in the number of those who attended an event in the Freight Building and the number increases by an additional 1716 for a total visitation of 8174 for the last fiscal year. That is 24% higher than is reflected on the table above. It is record high visitation for Ely.

VI. Fundraising Activities:

NSRM-Ely Staff have complied with all requirements of the Great Basin Heritage Area Grant to replace the walkway. The check has been sent to Daphne.

VII General Museum Activities

NSRM-Ely is the recipient of two Capital Improvement Projects. The Freight Building will receive a \$7.5 million upgrade to turn the building into a year round use facility while retaining the original historic appearance. The project will insulate, HVAC, and fire suppress the building while adding some much needed collection storage and interpretive space. A research room will make it easier to share our collection with patrons. Construction documents are being completed now making it ready to go to bid in October. The second project is a seismic retrofit of the Depot Foundation that has been funded at \$850,000. This project will ensure the historic structure will survive another century. We look forward to these long sought after improvements and the improved capability to perform our mission.

Our neighbors continue to complicate the relationship we are trying to build. They removed our collection without notification or permission in order to put compact shelving in the historic Transportation Building vault, relocating it to an unused office space. It occurred on a week that Sean was on annual leave. We have vited to inspect the condition of the documents and were disappointed to learn the stable environment of the vault is not replicated in the new space. Temperature and humidity conditions were measured and it is clear the new space is significantly worse that where they were stored. There has been greater damage done to the collection in the four weeks since moving it than had been done in the century it was housed in the vault. We have demanded our documents be returned but have yet to hear their response.

The Freight Building Walkway has been completed with the grantor signing off on the project. NSRM-Ely staff provided the labor, the materials came from the Great Basin Heritage Area Partnership. After supply chain delays and weather complications are pleased to have completed this much needed project. The check from them has been sent for deposit and the grant is closed. We are prepared to move on to the next maintenance needs.

NSRM-Ely staff participated in the Travel Nevada's Destination Development Demonstration grant. Funded by the NCOT, it is an important grant opportunity that funds communities to identify their natural and cultural resources, then work with marketing professionals to promote those resources into the future. Sean participated on the committee of three to write the grant and Ely's application was selected as one of six in the State. He continued on the steering committee of the grant as it moves towards implementation.

Ely hosted the 3rd annual LEGO Show in the Freight Building. Kudos to Samantha and Francine for assisting with the marketing of the event. Their help elevated the professionalism of the marketing. The attendance for the weekend was over 800 people. That is slightly down from last year due to an extraordinarily busy community schedule. The event was well received and the partnership strengthened. We will look forward to that event returning once construction is completed in the CIP project.

Great Basin College held their graduation in the State's Freight Building. Some 260 people attended to see 31 graduates from Ely. It is a partnership that we appreciate.

Sean was the heritage speaker for the Nevada Range Conservation Camp that was held in Ely. High School Juniors and Seniors from around the State participate in an effort to teach rural issues. The event, sponsored by the BLM, USFS, U.S. Soil and Water Conservation Service, along with other public and private entities has become a showcase for youth education in the western United States.

The Nevada Association of Police Chiefs and Sheriffs held their annual meeting in the Freight Building. Top law enforcement officials from around

NEVADA MUSEUMS & HISTORY

Joe Lombardo | Governor

Myron Freedman | Administrator

Tracey Sprague | Director

LOST CITY MUSEUM

721 South Moapa Valley Blvd.

P.O. Box 807

Overton, NV 89040

NEVADA

MUSEUMS & HISTORY



LOST CITY MUSEUM

REPORT TO THE
BOARD OF MUSEUMS AND HISTORY SEPTEMBER 14, 2023

I. Private Funds Budget Summary B/A 5038**State Fiscal Year 2023****03/31/2023**

	<u>GL /Cat#</u>	<u>SFY 2023 Budget</u>	<u>Actuals YTD</u>	<u>Percentage YTD</u>
Cash From Prev Fiscal Year	2511	86,176	86,176	100.00%
Cash Bal Fwd New Fiscal Year	2512	0	0	0.00%

Comparison of Revenues Budgeted/ Received:

Memberships*	4008	8,834	4,965	56.20%
Merchandise Sales*	4025	90,000	85,926	95.47%
Gifts & Donations	4251	5,924	17,754	299.69%
Private Grants	4265	5,000	1,386	27.73%
Treasurer's Interest	4326	475	1,659	349.35%
Outside Bank Account	4454	1,243	1,243	100.00%
Total Revenues:		\$111,476	\$112,933	101.31%

Comparison of Expenditures Budgeted/Expended:

Administration	35	5,464	5,385	98.56%
Archeology Special Projects	36	2,500	2,414	96.56%
Buildings & Grounds	37	2,521	2,370	94.02%
Shelving Unit Project	38	0	0	0.00%
Museum Store*	41	103,437	94,923	91.77%
Special Events	42	3,950	3,348	84.76%
Board Appr Special Projects	48	70,905	6,397	9.02%
Special Projects (Restricted)	55	8,875	0	0.00%
Total Expenditures:		\$197,652	\$114,837	58.10%

Available Unrestricted Cash

84,272

Revenue/Expenditure Comparison Narrative:

At the end of the fourth quarter, Lost City Museum (LCM) was only short 5% in sales in the museum store, and only 1.5% short of admission based on the projected budget. Even with the construction at the Lost City Museum, LCM was able to see reach numbers similar to that of the previous year. LCM also saw great donation numbers this FY as well, going almost 200% over projected gifts.

Membership is similar compared to the previous year, although it is still down from the projected goal by around 45%.

LCM was able to stay within the budget for expenditures, not go over in any of the categories.

Report is through June 30, 2023.

* Further detail available in the identified sections.

II. Museum Store Sales

Gross store sales revenue comparison against three previous fiscal years.

Fiscal Year	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL	Column1
FY 2023	\$3,803	\$4,454	\$8,386	\$6,823	\$11,055	\$6,700	\$7,700	\$5,150	\$9,815	\$9,824	\$6,307	\$5,908	\$85,926	
FY 2022	\$6,996	\$6,445	\$7,569	\$7,096	\$9,933	\$5,795	\$5,916	\$7,778	\$8,127	\$11,839	\$6,296	\$5,439	\$89,230	
FY 2021	\$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 2020	\$4,567	\$5,775	\$6,941	\$11,610	\$9,909	\$7,730	\$4,477	\$8,076	\$4,039	-\$1	\$0	\$337	\$63,460	
YTD	\$3,803	\$8,258	\$16,643	\$23,467	\$34,521	\$41,222	\$48,922	\$54,072	\$63,887	\$73,711	\$80,018	\$85,926	\$85,926	

YTD COMPARISON

54.37% 61.44% 79.22% 83.49% 90.75% 94.04% 98.33% 93.99% 97.31% 95.12% 95.50% 96.30%

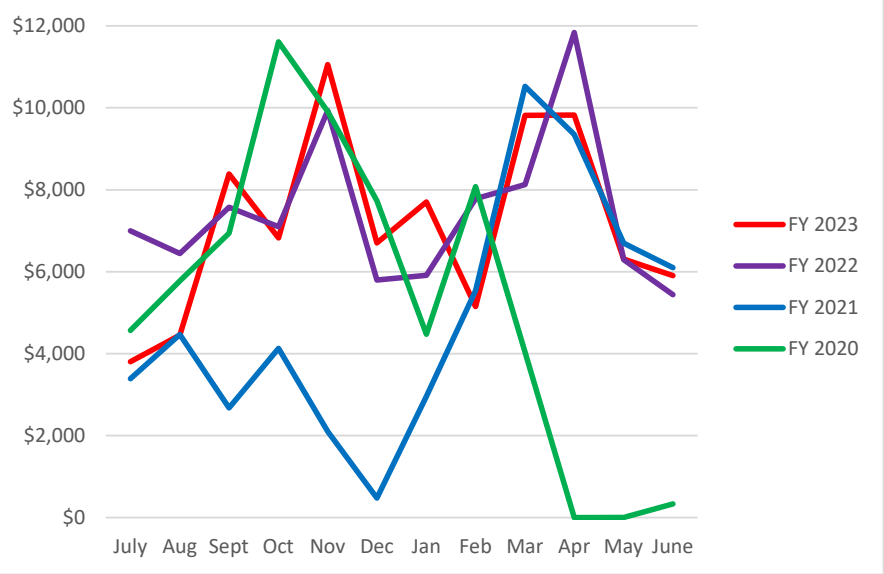
MONTHLY COMPARISON

54.37% 69.11% 110.78% 96.16% 111.29% 115.62% 130.17% 66.21% 120.77% 82.98% 100.18% 108.62%

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.

Store sales chart comparison against three previous fiscal years.



Lost City Museum

Report to the Board - September 14, 2023

Museum Store Profit and Loss Chart

FY2023	Revenues		Expenditures		Total	Net	% Net
	Merchandise	Personnel	Oper/Other	Expenditure	Profit (Loss)	Profit (Loss)	
July	3,803	-	2,302	-			0.0%
August	4,454	183	2,313	-			0.0%
September	8,386	6,912	3,093	24			0.0%
October	6,823	9,944	2,314	249			0.0%
November	11,055	7,919	2,313	-			0.0%
December	6,700	10,655	2,475	-			0.0%
January	7,700	1,005	2,742	7			0.0%
February	5,150	2,636	2,313	-			0.0%
March	9,815	795	6,498	80			0.0%
April	9,824	592	6,875				0.0%
May	6,307	2,357	6,876	1,242			0.0%
June	5,908	3,168	6,876	163			0.0%
FY23 Total	85,926	46,169	46,989	1,765	94,923	(8,997)	(10.5%)
FY22 Total	89,230	50,820	33,643	2,227	86,690	2,540	2.8%
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%)

Museum Store Sales Narrative:

The museum store had a good sales in quarter. The store was slightly down in the month of April (compared to FY22). This ultimately lead to the museum store being short around \$4000 compared to last fiscal year.

IV. Membership Program**Membership Figures**

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

Membership	<u>Qtr 1</u> <u>July - Sep</u>		<u>Qtr 2</u> <u>Oct - Dec</u>		<u>Qtr 3</u> <u>Jan - Mar</u>		<u>Qtr 4</u> <u>April - June</u>		<u>TOTAL</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>	<u>Combined</u>
Individual	4		2	5	1	2	1	2	8	9	17
Family	5	2	4	5	5	6	1	3	15	16	31
Sustaining	1	1		3	1	2	0	3	2	9	11
Contributing			1			1			1	1	2
Patron									0	0	0
Benefactor				1					0	1	1
Senior	6	18	8	13	10	15	7	9	31	55	86
Student									0	0	0
FY 23	16	21	15	27	17	26	9	17	57	91	148
FY 22	15	21	21	26	9	15	20	16	65	78	143
FY 21	5	23	0	16	9	25	10	20	24	84	108
FY 20	31	14	22	14	18	16	0	0	71	44	115
YTD	16	21	31	48	48	74	57	91	57	91	148

YTD COMPARISON

106.67% 100.00% 86.11% 102.13% 106.67% 119.35% 87.69% 116.67%

QUARTERLY COMPARISON

106.67% 100.00% 71.43% 103.85% 188.89% 173.33% 45.00% 106.25%

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 three 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 23	\$0	\$280	\$250	\$1,215	\$235	\$710	\$625	\$415	\$290	\$315	\$300	\$330	\$4,965
FY 22	\$215	\$200	\$535	\$275	\$870	\$285	\$630	\$230	\$160	\$1,045	\$445	\$315	\$5,205
FY 21	\$195	\$315	\$180	\$370	\$200	\$425	\$240	\$325	\$335	\$570	\$170	\$580	\$3,905
FY 20	\$115	\$995	\$225	\$135	\$275	\$1,250	\$295	\$375	\$375	\$0	\$60	\$320	\$4,420
YTD	\$0	\$280	\$530	\$1,745	\$1,980	\$2,690	\$3,315	\$3,730	\$4,020	\$4,335	\$4,635	\$4,965	\$4,965

YTD COMPARISON

#DIV/0! 67.47% 55.79% 142.45% 94.51% 113.03% 110.13% 115.12% 118.24% 97.53% 94.79% 95.39%

MONTHLY COMPARISON

0.00% 140.00% 46.73% 441.82% 27.01% 249.12% 99.21% 180.43% 181.25% 30.14% 67.42% 104.76%

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

By the end of the fiscal year, the number of memberships is slightly up compared to the previous three years. LCM is staying consistent with membership numbers and more than likely will be on track for similar numbers for the next fiscal year.

V. Museum Attendance**Attendance chart comparison against three 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 23	436	398	522	1018	928	702	805	744	1425	1136	633	629	9376
FY 22	648	410	667	842	683	566	718	1006	1473	1113	677	562	9365
FY 21	279	435	334	561	198	7	330	657	932	1,011	573	519	5836
FY 20	833	991	994	2,010	1,429	707	1,069	1,166	506	0	0	0	9705
YTD	436	834	1,356	2,374	3,302	4,004	4,809	5,553	6,978	8,114	8,747	9,376	9,376

YTD COMPARISON

67.28% 78.83% 78.61% 92.48% 101.60% 104.93% 106.07% 100.23% 99.50% 99.85% 99.36% 100.12%

MONTHLY COMPARISON

67.28% 97.07% 78.26% 120.90% 135.87% 124.03% 112.12% 73.96% 96.74% 102.07% 93.50% 111.92%

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

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

Attendance Receipts

	<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 23	\$1,714	\$1,414	\$2,724	\$3,557	\$3,127	\$2,138	\$3,356	\$4,338	\$4,766	\$4,804	\$3,650	\$3,082	\$38,670
FY 22	\$2,186	\$1,695	\$2,765	\$3,155	\$3,229	\$1,896	\$3,355	\$4,458	\$4,268	\$5,566	\$3,433	\$3,508	\$39,514
FY 21	\$780	\$1,445	\$1,285	\$2,440	\$800	\$0	\$955	\$2,110	\$4,470	\$3,805	\$2,500	\$2,470	\$23,060
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
YTD	1,714	3,128	5,852	9,409	12,536	14,674	18,030	22,368	27,134	31,938	35,588	38,670	38,670

YTD COMPARISON

78.41% 80.59% 88.05% 96.00% 96.21% 98.31% 98.63% 98.37% 100.47% 98.05% 98.84% 97.86%

MONTHLY COMPARISON

78.41% 83.40% 98.52% 112.74% 96.84% 112.76% 100.03% 97.31% 111.67% 86.31% 106.32% 87.86%

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:

We held 3 out of our 4 scheduled lecture series event during this quarter. The April lithics demo was attended by 18, the May talk on the Springs Preserve brought 20, and the June talk on Romania brought 12.

During the quarter, Archaeologist Virginia Lucas made educational connections with over 7,360 people with the following offsite activities:

April 20, 2023 - SNAP meeting at Corn Creek - 20 attended

May 2, 2023 - Ologist Night at the Las Vegas Natural History Museum - 350 attended

June 15, 2023 - SNAP meeting at Atomic Museum - 75 attended

June 30, 2023 - Tour for staff from Sloan Canyon Park - 12 attended

The Virginia Lucas and Director Sprague were also part of several outreach programs throughout southern Nevada. This included two Junior Ranger Days, the Science and Tech fair, and Equality Day:

4/22/23 Tule Springs Junior Ranger Day, 280 attended

4/29/23 Lake Mead Junior Ranger Day, 127 attended

Science and Tech Festival in Las Vegas on 5/6/23. Over 6,400 in attendance.

Discovery Children's Musuem's Equality Day on June 4, 2023. Over 100 in attendance.

VI. Fundraising Activities:

We are targeting to accrue funds in the restricted account for the Design and Construction of a Museum Storage building in the lower parking lot at Lost City Museum.

VII General Museum Activities

CIP Projects

19-M33 Sewer upgrade project. Funded in the 2019 legislative session, this CIP, with the exception of one item, is complete at the writing of this report. The project was officially closed as of June 2, 2023. The project included fixing the sewer pipes in the front restroom and kitchen sink, two new hot water tanks, the remodel of the front restroom, and removal of fixtures in Director's office former restroom, the removal of plumbing in the lab, the replacement of fixtures in the public restroom area, and the addition of a water softener.

Pueblo Assessment and Restoration. Funded in the 2021 session, this project has one more component until it is complete. A conservationist who specialized in historic lumbar collected data on the wooden beams. While his findings are complete, the report is still pending. It was determined that one of the beams in one section of the pueblos needs to be supported. Public Works will be looking to find a contractor to make the repair at some point soon. Once that repair is done, we will be able to reopen the pueblos to the public.

Staff Activities:

In-person events were held this quarter at the Lost City Museum as noted in the attendance narrative earlier in this report. A Curator II position remains unfilled, with interviews continuing into this quarter from the last. All candidates who have been offered the position have turned it down. The job will need to be reposted as the state switches from SuccessFactors to NEATS.

From April through July, the museum hosted an Archaeologist of Southern Nevada Lecuter series. Here are the attendance numbers for the ones held in this quarter:

April 8, 2023 - Justin DeMaio came to the museum to host a Lithics demonstration, 18 attended

May 13, 2023 - Nathan Harper gave a talk on the history of the Springs Preserve, 20 attended

June 17, 2023 - Virginia Lucas gave a talk about archaeology in Romania, 12 attended

Lost City Museum's director and archaeologist attended two Junior Ranger Days:

4/22/23 Tule Springs, 280 attended

4/29/23 Lake Mead, 127 attended

Lost City Museum's director and archaeologist attended the Science and Tech Festival in Las Vegas on 5/6/23. Over 6,400 in attendance.

Lost City Museum's director and archaeologist attended the Discovery Children's Museum's Equality Day on June 4, 2023. Over 100 in attendance.

Archaeologist Virginia Lucas participated in the following offsite outreach events:

NEVADA MUSEUMS & HISTORY

Joe Lombardo | Governor

Myron Freedman | Administrator

Joshua Bonde Ph.D. | Director

NEVADA STATE MUSEUM

600 North Carson Street

Carson City, NV 89701

NEVADA

MUSEUMS & HISTORY



NEVADA STATE MUSEUM

REPORT TO THE
BOARD OF MUSEUMS AND HISTORY, SEPTEMBER 14, 2023

I. Private Funds Budget Summary B/A 5036

State Fiscal Year 2023
as of 06/30/2023

	<u>GL /Cat#</u>	<u>SFY 2023</u> <u>Budget</u>	<u>Actuals</u> <u>YTD</u>	<u>Percentage</u> <u>YTD</u>
Cash From Prev Fiscal Year	2511	605,095	605,095	100.00%
Cash Bal Fwr New Fiscal Year	2512	0	0	0.00%

Comparison of Revenues Budgeted/ Received:

Facilities Charg	3801	4,450	2,980	66.97%
Anthropology Fees	3871	60,000	3,169	5.28%
Coin Press Sales	3872	200,000	42,535	21.27%
Memberships*	4008	20,760	29,641	142.78%
Photograph Sales	4010	2,945	635	21.57%
Merchandise Sales*	4025	177,964	237,379	133.39%
Gifts & Donations	4251	4,228	4,991	118.05%
Private Grants	4265	25,000	41,724	166.90%
Treasurer's Interest	4326	2,836	9,908	349.36%
Outside Bank Acct (MS)	4454	10,868	10,868	100.00%
Total Revenues:		\$509,051	\$383,831	75.40%

Comparison of Expenditures Budgeted/Expended:

Anthropology	37	15,000	14,325	95.50%
Natural History	39	10,000	9,721	97.21%
Administration	41	59,901	50,967	85.09%
Education	42	6,542	6,197	94.73%
Exhibits	43	15,000	11,397	75.98%
History	45	18,648	16,279	87.30%
Board Appr Special Projects	48	415,662	2,837	0.68%
Museum Store*	49	185,297	166,443	89.82%
Coin Press	50	74,928	21,643	28.89%
Special Projects (Restricted)	55	182,209	54,531	29.93%
Restr Collection Storage Maint	56	130,959	3,614	2.76%
Total Expenditures:		\$1,114,146	\$357,955	32.13%

The Museum finished FY2023 fiscally strong. Although the Museum only brought in ~75% of projected revenue the Museum only expended 32% of projections. The Museum was able to solidly finish the year in the black. Shortcoming in revenue were largely due to Coin Press No. 1 being out of service for much of the fiscal year and no large Anthropology Services contracts. Revenue was largely made up by very strong Membership Sales, Merchandise Sales, Private Gifts, and a great year for the Treasurer's Office. Expenditures were largely on projections with the exception of Special Projects and Coin Press expenses. All in all the Museum finished with a fiscally successful year.

Report is through June 30, 2023.

* Further detail available in the identified sections.

II. Museum Store Sales

Gross store sales revenue comparison against three previous fiscal years.

Fiscal Year	<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 2023	\$13,053	\$17,168	\$17,911	\$12,822	\$17,059	\$10,626	\$10,036	\$8,103	\$16,675	\$50,195	\$23,318	\$40,414	\$237,379
FY 2022	\$24,757	\$29,777	-\$21,384	\$6,694	\$9,388	\$6,228	\$8,089	\$14,220	\$16,158	\$13,638	\$16,444	\$14,152	\$138,162
FY 2021	\$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 2020	\$28,512	\$81,778	\$29,889	\$16,118	\$18,073	\$14,698	\$7,092	\$17,194	\$3,879	\$0	\$0	\$3,099	\$220,331
YTD	\$13,053	\$30,221	\$48,132	\$60,954	\$78,013	\$88,639	\$98,675	\$106,777	\$123,453	\$173,647	\$196,965	\$237,379	\$237,379

YTD COMPARISON

52.72% 55.42% 145.19% 152.98% 158.46% 159.82% 155.27% 137.30% 131.43% 161.43% 158.83% 171.81%

MONTHLY COMPARISON

52.72% 57.65% -83.76% 191.55% 181.70% 170.61% 124.07% 56.98% 103.20% 368.05% 141.80% 285.57%

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.

Store sales chart comparison against previous fiscal years.

Chart will be updated for next scheduled Board of Museums and History meeting.

Nevada State Museum
Report to the Board
September 14, 2023

Museum Store Profit and Loss Chart

FY2023	Revenues	Expenditures			Total	Net	% Net
		Merchandise	Personnel	Oper/Other	Expenditure	Profit (Loss)	Profit (Loss)
July	13,053	-	1,720	-	1,720	11,333	86.8%
August	17,168	-	4,208	-	4,208	12,960	75.5%
September	17,911	7,558	6,084	1,594	15,237	2,675	14.9%
October	12,822	14,556	4,351	930	19,837	(7,015)	(54.7%)
November	17,059	9,747	4,349	2,092	16,189	870	5.1%
December	10,626	9,348	4,424	743	14,514	(3,888)	(36.6%)
January	10,036	9,896	5,145	1,163	16,204	(6,168)	(61.5%)
February	8,103	2,613	4,349	1,043	8,004	98	1.2%
March	16,675	7448	6,232	969	14,648	2,027	12.2%
April	50,195	9,931	6,144	1,264	17,339	32,856	65.5%
May	23,318	12,068	6,144	1,865	20,076	3,242	13.9%
June	40,414	11,712	6,144	610	18,466	21,948	54.3%
FY23 Total	237,379	94,877	59,295	12,271	166,443	70,936	29.9%
FY22 Total	138,162	58,450	63,695	5,961	128,106	10,056	7.3%
FY21 Total	177,964	59,764	64,778	2,808	127,350	50,614	28.4%
FY20 Total	220,331	79,293	68,694	9,598	157,585	62,746	28%

Museum Store Sales Narrative:

The Museum Store under its first full year managed by Cayce Weislow had a record setting year. Store revenue exceeded projections by 135%, and the store was overall ~30% profitable. Ms. Weislows change in purchasing style and cultivation of local vendors has made the store much more inviting and has established a retail culture which has resulted in people associateing the Museum Store with the place to go to get souvenirs or gifts, with abundant repeat customers. One unexpected side effect of cultivating so many local vendors is that we gained community cheerleaders for the Museum and Museum Store. Initial numbers from the start of FY2024 are encouraging that this increase in sales revenue is continuing its mommentum.

IV. Membership Program

Membership Figures

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

Membership	<u>Qtr 1</u>		<u>Qtr 2</u>		<u>Qtr 3</u>		<u>Qtr 4</u>		<u>TOTAL</u>		<u>TOTAL</u>
Categories	<u>July - Sep</u>		<u>Oct - Dec</u>		<u>Jan - Mar</u>		<u>April - June</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>	<u>New</u>	<u>Renew</u>	<u>Combined</u>
Individual	3	25	5	10	8	38	9	28	25	101	126
Family	14	53	14	36	14	52	33	61	75	202	277
Sustaining	2	16	4	13	3	33	4	26	13	88	101
Contributing	0	2	0	1	0	3	0	3	0	9	9
Patron	1	1	0	0	0	2	0	0	1	3	4
Benefactor	0	2	0	2	0	1	0	0	0	5	5
Senior	19	69	9	30	17	108	24	75	69	282	351
Student	0	0	0	0	0	0	0	0	0	0	0
FY 23	39	168	32	92	42	237	70	193	183	690	873
FY 22	28	36	33	53	56	196	31	94	148	379	527
FY 21	34	60	13	89	21	91	23	87	91	327	418
FY 20	59	122	26	101	65	137	0	0	150	360	510
YTD	39	168	71	260	113	497	183	690	183	690	873

YTD COMPARISON

139.29% 466.67% 116.39% 292.13% 96.58% 174.39% 123.65% 182.06%

QUARTERLY COMPARISON

139.29% 466.67% 96.97% 173.58% 75.00% 120.92% 225.81% 205.32%

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 three 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 23	\$195	\$5,915	\$915	\$475	\$2,328	\$2,294	\$1,600	\$2,775	\$6,160	\$3,405	\$2,570	\$1,010	\$29,641
FY 22	\$760	\$785	\$1,800	\$705	\$2,240	\$1,275	\$2,535	\$4,380	\$4,925	\$1,955	\$1,710	\$1,295	\$24,365
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
YTD	\$195	\$6,110	\$7,025	\$7,500	\$9,828	\$12,121	\$13,721	\$16,496	\$22,656	\$26,061	\$28,631	\$29,641	\$29,641

YTD COMPARISON

389.74% 395.47% 210.01% 185.19% 156.24% 160.23% 135.86% 113.93% 116.76% 122.01% 124.11% 121.66%

MONTHLY COMPARISON

25.66% 753.50% 50.83% 67.38% 103.92% 179.89% 63.12% 63.36% 125.08% 174.17% 150.29% 77.99%

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

Membership Program Narrative

The Museum Membership Program has been one of the biggest success stories of FY2023. With Mr. Kelly Brant at the helm of the program he surpassed projected Membership sales by 140%. The success of Membership sales is directly due to Mr. Brants disciplined and targeted communication with current and former members and establishing one on one relationships with our biggest supporters. The Museum hosted 2 "Member Only" evening special events which were very well attended. Adding value to the membership is seen as a way to continue these positive sales trends.

V. Museum Attendance

Attendance chart comparison against three 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 23	2,911	2,581	2,360	3,769	2,632	1,373	1,600	1,659	2,333	4,435	3,545	4,375	33,573
FY 22	3,360	2,069	1,353	1,654	1,657	906	990	1,251	1,798	2,472	2,307	2,573	22,390
FY 21	1,567	1,338	1,380	1,250	240	581	716	943	1,323	1,553	1,886	2,452	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
YTD	2,911	5,492	7,852	11,621	14,253	15,626	17,226	18,885	21,218	25,653	29,198	33,573	33,573

YTD COMPARISON

86.64% 101.16% 115.78% 137.75% 141.22% 142.07% 143.68% 142.64% 141.10% 146.50% 147.34% 149.95%

MONTHLY COMPARISON

86.64% 124.75% 174.43% 227.87% 158.84% 151.55% 161.62% 132.61% 129.76% 179.41% 153.66% 170.03%

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

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

Attendance Receipts

	<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 23	\$16,917	\$22,028	\$16,410	\$15,050	\$11,335	\$5,440	\$11,920	\$8,160	\$13,111	\$17,416	\$14,990	\$30,443	\$183,221
FY 22	\$16,134	\$15,624	\$7,280	\$7,888	\$9,916	\$3,716	\$8,020	\$7,470	\$11,916	\$12,270	\$11,790	\$17,930	\$129,955
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	\$92,093
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
YTD	16,917	38,945	55,355	70,405	81,740	87,180	99,100	107,260	120,371	137,787	152,777	183,221	183,221

YTD COMPARISON

104.85% 122.63% 141.80% 150.03% 143.80% 143.96% 144.51% 141.04% 136.84% 137.46% 136.38% 140.99%

MONTHLY COMPARISON

104.85% 140.99% 225.40% 190.79% 114.31% 146.39% 148.63% 109.24% 110.03% 141.94% 127.14% 169.79%

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:

Attendance was the strongest the Museum has seen since well before the COVID-19 pandemic. The Museum has more aggressively started to leverage Social Media, staff have made special appearances on local television news outlets, and staff have been highlighted in print media. Awareness is a large hurdle for the Museum. Although we all love museums, there is a general sense in the public that people don't know we exist. These media outlets are efficient at bridging that gap. A very strong April was helped by the Visit Carson City produced Mark Twain Days, which was a huge hit for the Museum during an otherwise slow period of the year. Our annual spring cultural program Lei Day had over 800 guests this year.

VI. Fundraising Activities:

VII General Museum Activities

Personnel

George Myers was hired to fill the vacant Custodian 2 position. The Curator 2 of Education resigned in April, a search is currently underway to replace them.

Education and Outreach

April 2023

History Mint Mine 9 scheduled tours	398 participants
Under One Sky 10 scheduled tours	426 participants
Capitol Building 12 scheduled tours	298 participants
Unguided Museum Tours 3 scheduled	79 participants
Scheduled Education Programs 5	126 participants
Family Fun Saturday, Reptile Program	67 participants (35 children 32 adults)

May 2023

History Mint Mine 26 scheduled tours	761 participants
Under One Sky 20 scheduled tours	657 participants
Capitol Building 23 scheduled tours	505 participants
Unguided Museum Tours 7 scheduled	315 participants
Scheduled Education Programs 7	220 participants
Family Fun Saturday, Nevada Wildflowers	34 participants (15 children 19 adults)

June 2023

History Mint Mine 6 scheduled tours	206 participants
Under One Sky 9 scheduled tours	290 participants
Capitol Building 9 scheduled tours	186 participants
Unguided Museum Tours 9 scheduled	426 participants
Scheduled Education Programs 8	230 participants
NO Family Fun Saturday in June	0 participants

Quarter totals

44 History Mint Mine tours to 2360 participants
39 Under One Sky tours to 1373 participants
19 Unguided tours to 820 participants

43 Capitol Building tours to 989 participants
20 Education Program Presentations to 576 participants
2 Family Fun Saturday Presentations to 101 participants

Exhibits Department

Mint History Exhibit:

- Continuing fabrication and installation of 8 panels (2D text and image panels) and corresponding timeline pieces.

Stewart School Exhibit: Under One Sky

- Install basketball warm-up jacket in collaboration with Jan. Fabricate and install text and image interpretation and QR code with link to 1965 Championship Game featuring same warm-up jackets as displayed.
- Create and install cross promotional poster for Stewart Indian School Museum.

Under One Sky: Cave

- Removed offending beer can from cave wall and replaced with RC cola can provided by Gene.

“Trailblazing Nevada” Exhibit (Capitol):

- Access and make repairs and adjustments to large projectile case, remove small projectile point case for updating with correct information/timeline.
- Repair delamination of Stewart School Interactive and repair and reinstall 3D glasses case/holder.

Capitol:

- Remove various items on loan to offices at the capitol (Treasurer, Governor, Secretary of State etc.
 - Install pictures and photographs at Capitol offices and Gov. Mansion. Fabricate and install accompanying text panels.

Mark Twain Event:

- Designed and fabricated promotion props/photo station.
- Facilitated design/creation of Mark Twain medallion holder, envelope, members only event via volunteer Sandy Bell.

Natural History: Preliminary prep:

- Consulted with Johnson Controls to get proposal for dropping 3 fire sprinklers into cave to make new cave exhibit fire code compliant.
- Consulted with Johnson Controls to get proposal for moving 1 strobe alarm and installing 1 additional one to make new natural history exhibit fire code compliant.
- Clear out the remaining Fremont Exhibit Items from Upper South Gallery and store onsite, across street and at NDOT in order to make way for construction

and development of future natural history exhibit (phase 1).

- Consulted with Public works, Fire marshal, Albert and David Ornellas to begin Public Works permit process, fire permit process and compile materials list to begin construction on wet cave walkthrough dioramas and open nocturnal/diurnal dioramas.
- Created tape layout in Upper South Gallery for cave, open diorama, enclosed cases (Bird and Pie) and other natural history features under development.
- Cave framing construction.
- Began construction on mountain lion den cave feature.
- Created and compiled floorplans, concepts and preliminary designs for funding pitch to Board.
- Designed bird case and habitat pie cases. Consulted with Custom Manufacturing multiple times to refine case construction plans and initiate creation of contract for case furniture to be outsourced.
- Met with George B. to create, develop and refine plans for new natural history gallery (phase 1). Created floorplans, layouts, floorplans and other visualization and development materials.

Basket Gallery:

- Prepare wall, coordinate, and supervise installation of Datsolalee photo mural.
- Stage all 3 basket cases.
- Fabricate mounts for baskets.

Mine:

- Replace miner's headlamps with LED lights to complete mine exhibit electrical retrofit.
- Fabricate and install mine entrance sign with light.

Pollinator Garden:

- Plan, coordinate and implement installation of pollinator garden with facilities and volunteers.
- Consult with local native plant nursery owner "Pat Fox" and NSM Facilities, Natural History, and Anthropology to expand garden project into greater Loftin Park area for outdoor exhibit featuring Washoe Native American medicinal and utilitarian plants and plants relevant to Nevada natural history.

NV Stories Changing Gallery:

- Coordinate, fabricate, and install cane case with Jan Loverin.

Miscellaneous Projects:

- Assist Railroad Museum with troubleshooting and repair of digital touch exhibit and digital video exhibit.
- Coordinate digital VR demo featuring stereoscopic image exhibit.
- Assist facilities and natural history departments in picking up/transporting mine cart for future mine adit exhibit.
- Research (with George B.) Mark Twain/Jenny Clemmens NSM connection with undertaker sign on display in history gallery for article and social media post for Mark Twain Day's promo. Assist with images and article write up.

History Department

Registrar's Report

ACCESSIONS - Accessions = 2, Objects = 2

LOANS - Loans Current = 59

PHOTO AND RESEARCH REQUESTS and DONATION REQUESTS = 11

PAST PERFECT - PastPerfect Records updated = 2509

MANPOWER & VOLUNTEERS

Manpower workers: Gabi Fernandez, Cathleen Allison

Volunteer hours: Peggy Sweetland = 7, Bob Nylen = 18, Lin Nary = 3

April Highlights

Discussed and decided on direction for Nauman Grant with Jan Loverin

Gave welcoming remarks on behalf of NSM at the unveiling of the Mark Twain Mural.

New loan to Fourth Ward School for water system exhibit

Site visit to Sutro Tunnel to assess loan request.

De-installed Halsey Martingale with Laurel

Started the Halsey packing process with Sue Ann Monteleone's assistance.

Began getting shipping bid requests for Halsey.

Attended Great Basin Artists reception for new exhibit at Stewart Indian School Cultural Center – met with Melissa Melero-Moose

Installed two items at the Governor's office and two in Ben Kieckhefer's office with Laurel, David & Jeanette – updated all courtesy signage throughout offices.

Pulled items for Science and technology event.

Pulled and shipped items to Bilbray Elementary for short term loan.

Inventory work at Indian Hills

Wrote grant to E.L. Cord for Halsey shipping costs.

Conference call with Debra Brastoff and Sarah Patton of NHS to discuss tracking items transferred between agencies in the 1980's.

Arranged visit from Governor Lombardo's office staff and gave a behind-the-scenes tour of the Merci and Lee collections.

May Highlights

Tour to the Lieutenant Governor

Tour of Merci artifacts to the San Francisco Consul General and his staff

Digitization program with Cat & Peggy

Inventory with Gabi

Short Term Loan to Sutro Tunnel Company for their legislative event

Presentation at Fourth Ward School on Dr. Lee's tea cup collection

Multiple visits to Governor's Office and Mansion arranging loans.

Large photo request for Glenbrook Historical Society

Completed return of Fremont exhibit artifacts to USFS and Deschutes Historical Society

Cleared out Upper South Gallery with Albert, Jim, Laurel, Gabi

Continue clearing out Lower Middle Gallery and re-organizing collections.

Organized and attended Sutro Tunnel Tour with other staff and volunteers.

Received \$6000.00 from the E.L. Cord Foundation

June Highlights

Emphasis this month on Historic photo digitization project with Cat and Peggy and History Vault Inventory with Gabi.

Worked on the flag project at the Textile Center with Jan, Cat & Gabi.

Cleanup Accession Files in Vault

Assist Jan with Nauman grant submission (We alternate by year)

Marjorie Russell Clothing and Textile Center Quarterly Report

PUBLIC PROGRAMS

UNR Anthropology class guest speaker – 25 students

Victorian Fashions and Dress Reform – Carson City Historical Society – 50 people

Frances Humphrey's lecture – Hair, Makeup Me – 50 people

BEHIND THE SCENES, TOURS AND PROGRAMS

Digas family – 10 people

Judy Larquier organizer – 12 people

Linda Sanflippo organizer – 13 people

CONSULTATIONS/REQUEST REQUESTS/DONATIONS

Meet w Daniel Zeiss, Curator of Ellen Noel Art Museum

Researchers on Daughters of Charity habit

Marilyn Craig – sealskin coat
Nasayo donation – hospital restraining garments
Carol Mauphin – cleaning antique garments
Bill Nowa – Nevada State flags
Jackie Ford – Entertainment costumes
Lori Klaich – headwear
Pat Sabatini – 1960s dress
Gerald deVore – WW2 uniform
Lisa Huffman – toddler’s clothing
Quest Lakes – upholstery rivets

GRANTS

Nauman Foundation annual grant submission w quotes from Steel Fixture Mfg

LOANS ANDS EXHIBITION ASSISTANCE

Select and write text for canes
Stewart Indian School research w Anna, Bobbi and Chris
Install Stewart jackets in Under One Sky

NEVADA HISTORICAL SOCIETY

Work w Debra Brastoff – NHS collections
Brothel tour – Mustang Ranch

PROJECTS

Select and deliver object for Science Day
Prepare PP lecture for Costume and Textile Camp – Breckenridge, Colorado
Work w Mary, Gabi and Cat – re-housing our flag collection
Research Louisa Althea Meyer flag
Sutro Tunnel tour

Anthropology Program

Quarterly Report

Apr. – Jun. 2023

Anna:

Guest Instructor for U. S. Dept. of Defense training course on American Indian Cultural Communications and Consultation, Naval Air Station Fallon, Fallon.

NAGPRA Repatriation Consultation initiated with Tribal Chairwoman & Tribal Historic Preservation Officer for the Lovelock Paiute Tribe, Lovelock (Continuing);

NAGPRA transfer of ancestral remains to UNR following records, site files, and literature research of ancestral remains excavated by UNR in early 1970s and formerly curated by NSM (w/April & Gene);

NAGPRA presentation, “Curation vs. Control,” Nevada Archaeological Association Conference in Fallon;

NAGPRA story contact and content lead for *Nevada Independent* NAGPRA article (w/Josh & Gene);

NAGPRA assistance provided to Virginia Lucas, Lost City Museum;

Working with BLM Grants Manager and BLM State Archaeologist regarding BLM-NSM Assistance Agreement primarily directed at BLM NAGPRA compliance activities and curating BLM collections (w/Gene; Continuing);

Northern Nevada Science and Technology Festival, Anthropology Dept. table at NSM (w/April);

Duck Valley Shoshone-Paiute Tribe, Behind the Scenes Tour (w/April);

Virtual Meeting with Pamela Morton, Executive Director, National Basketry Organization to discuss NSM participation with their organization;

Guest Instructor for Tribal Cultural Monitor Training (Timbisha, Yomba, and Duckwater Shoshone tribes), Beatty.

Rachel:

NSM lead for Lei Day event;

Completed FFY-2023 Bureau of Indian Affairs collection inventory per 36CFR79;

Process Veteran's Parkway, Sparks-Reno, CRM collection for curation (Continuing);

Prepare U.S. Forest Assistance Agreement application for identification and curation of paleontological/faunal collections from
Pine Co. (Continuing);

Staff and volunteers planting
new pollinator garden.

Organize and prepare final report for FY 23 Nevada Humanities Grant (Continuing);

Assist Exhibits Dept. with *Under One Sky*, Stewart Indian School display update (w/Anna);

April:

Met with State Archives Imaging/Preservation supervisor and established annual service agreement for NSM;

Met with SHPO regarding assistance for Archaeological Site Files stabilization/re-housing (Continuing).

Gene: (see above)



Natural History Quarterly Activities (April – June 2023)

1. Participated in a Behind the Scenes Tour for the Nevada Governor's Staff (Image 1)
2. Participated in the Science & Technology Event at NSM (Image 2)
3. Assisted with Behind the Scenes Tour for Nevada Lieutenant Governor (Image 3)
4. Gave presentation on local snakes and rattlesnake safety to Lyon County Sheriff Search & Rescue (12 attendees; Image 4)
5. Took delivery of a replica ore cart constructed to specific dimensions for use in future mine exhibit (Image 5)
6. Participated in discussion regarding the development of garden on museum grounds showcasing plants used by local pollinators (Image 6)
7. Worked on plans for three Natural History exhibits (Image 7)
 - a. 50% plan for Phase I & II of the new Natural History Galleries – Includes floor plan for Phase II
 - b. Phase I – Further refinement beyond that in item 7. a.
 - c. Mineral/Mine Exhibit

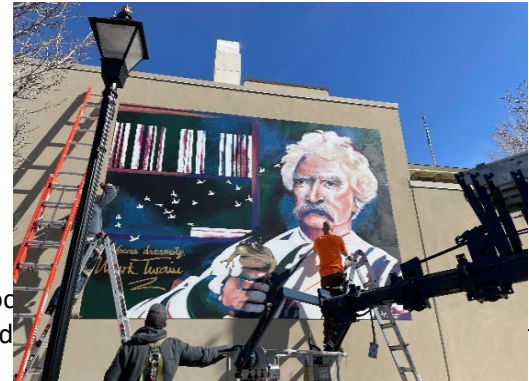
8. Assisted in physical layout of Phase I of the new Natural History galleries (Image 8)

9. Answered 10 inquirers from the public

Facilities Department

Quarterly Report: April, May, and June 2023

Facilities Department has been busy this quarter. HVAC units were all serviced for the summer months at all locations as well as AC unit at Indian Hills. Exterior grounds are looking beautiful as ever, along with our new pollinator garden. Landscapers were hired on this quarter. The museum attendance is picking up as it gets warmer and closer to summer.



Installation of Mark Twain Mural

The main goal for this quarter is to prepare for summer. With the wet weather continuing, facilities staff are checking all prone leaking areas. Resealing where needed. Extra sandbags were filled and on standby in case of major flooding from the heavy snowpack. A few sandbags were placed as a precautionary. On the interior, we are continuing to go through the facility everyday disinfecting all common areas and preparing for the summer visitation.

Below is a brief breakdown for the quarter:

April:

Facilities:

- Interior Fan-coil HVAC quarterly servicing
- Orkin pest control monthly service
- Koch elevators monthly service
- Mark Twain Mural Installed
- Fire Marshal Annual Inspection at all three facilities
- New Fulltime Security Officer started (Janet Williams)
- Reno Coin Club (concourse)

Admissions:

Weekend average is 125-175 visitors.

Events

- Coin Press Reception
- Mark Twain Days
- N. Nevada Science and Technology Festival
- Lei Day Event

May:

Facilities:

Orkin pest control monthly service
Koch elevator monthly service
Quarterly emergency generator service and test
Indian Hills Facility Re-Roofing Project Started
Yearly Fire Extinguisher Service
Pollinator Garden Installed in Loftin Park
New Fulltime Custodial started (George Myers)
Reno Coin Club (concourse)

Preparing for potential flooding



Admissions:

Weekend average is 200 – 250 visitors.
Blue Star Program Begin (Memorial Day – Labor Day)

June:

Facilities:

Orkin Pest Control monthly service
Koch Elevator monthly service
Indian Hills Roofing Project Completed (Good for 15 years, so they say)
Quarterly Rooftop Unit Servicing (belts and filters)
Quarterly Fancoil Unit Servicing (filters)
Volunteers – Staff Appreciation Luncheon (loading dock)
Reno Coin Club (Concourse)
Minor flooding in Concourse.
Textiles Parking lot.

Admissions:

Weekend average is 300-350 visitors.
Events
Life Screening event

Research

Bonde, J.W., Milner, A.R.C., Heckert, A., and Hall, R.L., 2023, New, westernmost occurrence of large-bodied temnospondyls from the upper Triassic Chinle Formation of southern Nevada, Geological Society of America Abstracts with Programs. V. 55, no. 4.

Mission

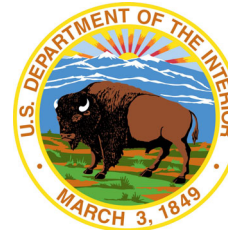
The Nevada State Museum engages diverse audiences in understanding and celebrating Nevada’s natural and cultural heritage.

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

NOTICE OF AWARD



AUTHORIZATION (Legislation/Regulations)

Federal Land Policy and Management Act of 1976 (FLPMA), 43 USC § 1737(b)

8. TITLE OF PROJECT (OR PROGRAM) Assistance with BLM Archaeological and Paleontological Curation and NAGPRA Repatriation	
9a. GRANTEE NAME AND ADDRESS NEVADA STATE MUSEUM 600 N CARSON ST CARSON CITY, NV, 89701-4004	9b. GRANTEE PROJECT DIRECTOR Gene Hattori
10a. GRANTEE AUTHORIZING OFFICIAL Myron Freedman	10b. FEDERAL PROJECT OFFICER Madeline Van-Der-Voort 1340 Financial Boulevard Reno, NV, 89502 Phone: 7758616470

11. APPROVED BUDGET (Excludes Direct Assistance)		12. AWARD COMPUTATION				
I Financial Assistance from the Federal Awarding Agency Only						
II Total project costs including grant funds and all other financial participation						
a. Salaries and Wages	0.00	a. Amount of Federal Financial Assistance (from item 11m)		\$	95,000.00	
b. Fringe Benefits	0.00	b. Less Unobligated Balance From Prior Budget Periods		\$	0.00	
c. Total Personnel Costs	0.00	c. Less Cumulative Prior Award(s) This Budget Period		\$	0.00	
d. Equipment	36,000.00	d. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION		\$	95,000.00	
e. Supplies	6,375.00	13. Total Federal Funds Awarded to Date for Project Period \$ 95,000.00				
f. Travel	2,793.00	14. RECOMMENDED FUTURE SUPPORT				
g. Construction	0.00	(Subject to the availability of funds and satisfactory progress of the project):				
h. Other	0.00	YEAR		TOTAL DIRECT COSTS	YEAR	TOTAL DIRECT COSTS
i. Contractual	49,832.00	a. 2		\$	d. 5	\$
j. TOTAL DIRECT COSTS	95,000.00	b. 3		\$	e. 6	\$
k. INDIRECT COSTS	0.00	c. 4		\$	f. 7	\$
l. TOTAL APPROVED BUDGET	95,000.00	15. PROGRAM INCOME SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:				
m. Federal Share	\$ 95,000.00	a. DEDUCTION b. ADDITIONAL COSTS c. MATCHING d. OTHER RESEARCH (Add / Deduct Option) e. OTHER (See REMARKS)				
n. Non-Federal Share	\$ 0.00	16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY, THE FEDERAL AWARDING AGENCY ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING: a. The grant program legislation b. The grant program regulations. c. This award notice including terms and conditions, if any, noted below under REMARKS. d. Federal administrative requirements, cost principles and audit requirements applicable to this grant.				
		In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.				

REMARKS (Other Terms and Conditions Attached - ☒ Yes ☐ No)

Tamera Freeman, Grants Management Officer
1340 Financial Blvd
Reno, NV, 89502-7147
Phone: 775-861-6587

17. VENDOR CODE 0070020589			18a. UEI M569DP94F4B5		18b. DUNS 119523843		19. CONG. DIST. 02	
LINE#	FINANCIAL ACCT	AMT OF FIN ASST	START DATE	END DATE	TAS ACCT	PO LINE DESCRIPTION		
1	0051033926-00010	\$95,000.00	08/11/2023	08/10/2028	1109	Assistance with BLM Archaeological and P		

NOTICE OF AWARD (Continuation Sheet)

PAGE 2 of 3	DATE ISSUED 08/11/2023
GRANT NO. L23AC00420-00	

Federal Financial Report Cycle			
Reporting Period Start Date	Reporting Period End Date	Reporting Type	Reporting Period Due Date
08/11/2023	09/30/2023	Annual	12/29/2023
10/01/2023	09/30/2024	Annual	12/29/2024
10/01/2024	09/30/2025	Annual	12/29/2025
10/01/2025	09/30/2026	Annual	12/29/2026
10/01/2026	09/30/2027	Annual	12/29/2027
10/01/2027	08/10/2028	Final	12/08/2028

Performance Progress Report Cycle			
Reporting Period Start Date	Reporting Period End Date	Reporting Type	Reporting Period Due Date
08/11/2023	09/30/2023	Annual	12/29/2023
10/01/2023	09/30/2024	Annual	12/29/2024
10/01/2024	09/30/2025	Annual	12/29/2025
10/01/2025	09/30/2026	Annual	12/29/2026
10/01/2026	09/30/2027	Annual	12/29/2027
10/01/2027	08/10/2028	Final	12/08/2028

REMARKS

1. This cooperative agreement is made and entered into by the Department of the Interior, Bureau of Land Management, Nevada State Office (BLM), and Nevada Division of Museums and History, the recipient, for the purpose of Assistance with BLM Archaeological and Paleontological Curation and NAGPRA Repatriation transferring something of value to the recipient to carry out a public purpose of support or stimulation authorized by a law of the United States.

Acceptance of a Federal Financial Assistance award from the Department of the Interior (DOI) carries with it the responsibility to be aware of and comply with the terms and conditions of award. Acceptance is defined as the start of work, drawing down funds, or accepting the award via electronic means.

The BLM's substantial involvement in this cooperative agreement may include, but not be limited to, conducting tribal consultations, verifying updated NAGPRA inventories and summaries, cultural affiliation determinations, sending formal Tribal Consultation letters, and arranging repatriation and disposition of Native American Human remains to claimant Tribes.

Assigned Program Officer: Madeline Van der Voort

Phone: 775-861-6470

Email: mvandervoort@blm.gov

Funding Opportunity Number: L22AS00248

Required Cost Sharing/Matching: None required

Indirect Cost Rate: Zone requested

NOTICE OF AWARD (Continuation Sheet)

PAGE 3 of 3	DATE ISSUED 08/11/2023
GRANT NO. L23AC00420-00	

Required Periodic Status Reporting

Performance Reports: Annual

SF425 Financial Reports: Annual

Refer to Attachment No. 1 for Award Terms and Conditions

AWARD ATTACHMENTS

NEVADA STATE MUSEUM

L23AC00420-00

1. Attachment 1

ATTACHMENT NO. 1:**1. COOPERATIVE AGREEMENT OBJECTIVES:****A. Objective(s):**

- a. Provide assistance to address repatriation of their Culturally Unidentifiable human remains under §10.10(a)(2) of NAGPRA (Native American Graves Protection and Repatriation Act of 1990 [25 U.S.C. § 3001]). Nevada State Museums' principal goals are to assist BLM Nevada with their NAGPRA responsibilities and mandate that includes inventorying, rehousing, and otherwise assisting them with their repatriations

B. Public Benefit

- a. The project benefits the public by ensuring BLM collections are properly maintained and accessible to researchers and Native Americans.

C. Federal Award Performance Goals

- a. The Nevada State Museum will assist BLM with the following tasks:
 - i. Inventory BLM NAGPRA ancestral remains and related cultural objects (i.e., associated funerary objects, sacred objects, and objects of cultural patrimony). Rehouse NAGPRA remains and related objects for more secure curation;
 - ii. Continuing inventory and tracking of BLM collections at NSM and at borrowing institutions;
 - iii. Hire contract employees to assist with identifying human remains and other specimens, inventorying, and cataloging collections, and installing museum storage equipment
 - iv. Public and professional outreach, exhibits, and education using BLM collections;
 - v. Research BLM artifacts for NAGPRA, presentations, publications, and exhibits;
 - vi. Archive and manage BLM site records and reports;
 - vii. Provide controlled access to BLM collections for researchers, Native Americans, and others;
 - viii. Assist BLM with Archaeological Resources Protection Act investigations.

2. PROPOSED WORK

- A. The Recipient's Project Proposal, dated 5/16/2022 entitled Assistance with BLM Archaeological and Paleontological Curation and NAGPRA Repatriation, is accepted by the BLM and incorporated herein, as part of this agreement in order to serve as the project work plan.

Additional documents incorporated by reference: The following recipient documents dated 07/31/2023 to include: Standard Form (SF) 424 Application for Federal Assistance, SF424A, Budget Information - Non-Construction Programs, Budget Detail, and

B. In addition, the recipient will also be responsible for significant developments, i.e., events which may occur between the scheduled performance reporting dates that have significant impact upon the supported activity. In such cases, the recipient must inform the BLM or pass-through entity as soon as the following types of conditions become known:

- a. Problems, delays, or adverse conditions which will materially impair the ability to meet the objective of the Federal award. This disclosure must include a statement of the action taken, or contemplated, and any assistance needed to resolve the situation.
- b. Favorable developments which enable meeting time schedules and objectives sooner or at less cost than anticipated or producing more or different beneficial results than originally planned.

3. TERM OF AGREEMENT

A. The term, or period of performance, of this agreement shall become effective as of the date shown on the signed award cover page and may remain in effect for a maximum of five (5) years.

The BLM will consider continued support of the project upon; (a) the recipient showing progress satisfactory to the BLM toward program goals and the determination by the BLM that continuation of the program would be in the best interests of the Government, (b) project is still in line with management's top priorities, and/or (c) the availability of funds.

B. Budget and Program Revisions

1. Recipients must submit in writing to the BLM's Program Officer (PO) any request for budget or program revision in accordance with 2 CFR 200.308.

2. All modifications to the agreement shall be in writing and signed by the GMO. No oral statements or any written statements made by any person other than the GMO, shall in any manner modify or otherwise affect the terms of the agreement.

C. Termination. This agreement may be terminated in accordance with the provisions of 2 CFR, Subpart D, Section 200.339 Termination.

4. FINANCIAL SUPPORT AND PAYMENT METHOD

A. Funding. The Recipient agrees not to exceed the total amount of available incremental funding. The Government is not obligated to reimburse the Recipient for the Recipient's expenditure of amounts in excess of the total available incremental funding nor is the Recipient obligated to continue performance beyond the incrementally funded amount. The obligation of funds for future incremental payments shall be subject to the availability of funds.

Funds obligated but not expended by the recipient in a FY may be carried forward and expended in subsequent years.

B. Maximum Obligations. The Recipient agrees not to exceed the total amount of available incremental funding. The Government is not obligated to reimburse the Recipient for the Recipient's expenditure of amounts in excess of the total available incremental funding nor is the Recipient obligated to continue performance beyond the incrementally funded amount. The obligation of funds for future incremental payments shall be subject to the availability of funds.

The total obligations, including modifications, represent the amount for which the BLM will be responsible under the terms of this agreement. The BLM shall not be responsible to pay for, nor shall the recipient be responsible to perform, any effort that will require the expenditure of Federal funds above the current obligated amount.

C. Reimbursable Costs and Limitations. The recipient shall not incur costs or obligate funds for any purpose pertaining to operation of the program or activities beyond the expiration date stated in the agreement. The only costs which are authorized for a period of up to 90 days following the award expiration date are those strictly associated with closeout activities for preparation of the final report. The BLM's financial participation is limited. The BLM will only fund up to its share of those amounts requested in the project proposal and as are subsequently approved and funded in the agreement. The recipient shall not be obligated to continue performance under the agreement or to incur costs in excess of the costs set forth in the proposal and subsequent agreement. However, if the Recipient chooses to expend funds in excess of the approved project budget, the Recipient will be responsible to fund the excess without funding participation by the Bureau.

D. Cost Sharing and Matching

Cost sharing for this agreement shall be in accordance with 2 CFR, Subpart D, Section 200.306, Cost sharing or matching.

1. There is no cost share or match legislatively required for this award.

E. Program Income

Program income generated under this award shall be in accordance with **2 CFR, Subpart D, Section 200.307(e)(1) Deduction** - Program income must be deducted from total allowable costs to determine the net allowable costs, and be used for current costs unless the Federal awarding agency authorizes otherwise. Program income that the non-Federal entity did not anticipate at the time of the Federal award must be used to reduce the Federal award and non-Federal entity contributions rather than to increase the funds committed to the project. Program income generated through the performance of this project must be reported on Standard Form (SF) 425, Federal Financial Report (see section **6. PERFORMANCE, FINANCIAL, AND OTHER REPORTING**).

F. Indirect Costs

1. The recipient has not requested reimbursement for indirect costs.

G. Payment by Reimbursement

1. Payment will be made by draw-down reimbursement through the Department of the Treasury, Automated Standard Application for Payment (ASAP) System. See following website: <http://www.fms.treas.gov/asap>. Treasury Circular 1075 (31 CFR 205) requires that draw-downs to a recipient organization shall be limited to the minimum amounts needed and shall be timed to be in accordance with the actual, immediate cash requirements of the recipient organization in carrying out the purposes of the approved program or project. The timing and amount of cash advances shall be as close as is administratively feasible to the actual disbursements by the recipient organization for direct program or project costs and the proportionate share of any allowable indirect costs

2. Funds that are available from repayments to and interest earned on a revolving fund, program income, rebates, refunds, contract settlements, audit recoveries, credits, discounts, and interest earned on any of those funds, must be disbursed before requesting additional cash payments.

H. Payment Review

If a recipient has a history of poor performance, financial instability, uses a management system not meeting standards prescribed by the Uniform Administrative Requirements, has not conformed to the terms and conditions of the award, and/or is not otherwise responsible in safeguarding Federal funds, they may be determined to be "high risk" and be placed on Agency Review. Agency Review limits a recipient's access to funds by requiring that all draw-down requests reviewed and approved prior to their being released. Recipients on agency review must submit a completed Standard Form (SF) 270 Request for Advance Payment or Reimbursement for each payment requested along with a detailed explanation of how the costs correspond to the approved budget categories as listed on their Application for Federal Assistance SF-424A Budget Information and their Detailed Budget Breakdown or Challenge Cost Share Program Commitment Document, whichever is applicable. Being put on Agency Review does not relieve the recipient of required financial or performance reporting requirements.

I. System for Award Management (SAM, www.SAM.gov)

Recipients of Federal financial assistance must maintain current registration with the System for Award Management (SAM, www.SAM.gov). Failure to maintain registration can impact access to funds and future obligations under this agreement and any other financial assistance or procurement award the recipient may have with the Federal government.

5. PERFORMANCE & FINANCIAL MONITORING

A. In accordance with 2 CFR 200.327 Financial Reporting and 200.328 Monitoring and Reporting Program Performance, the recipient is responsible for oversight, monitoring, and reporting of its activities under Federal awards to assure compliance with applicable Federal requirements and that performance expectations are being achieved. The BLM's monitoring of the recipient's activities may include review of the award file including discussions with the recipient regarding reporting, award activities, and project status (desk reviews), analysis of financial and performance reports, and discussions of specific issues related to project implementation, observation of project activity, and review of planned versus actual progress

(site visits). The BLM has the right to inspect and evaluate the work performed or being performed under this agreement, and the premises where the work is being performed, at all reasonable times and in a manner that will not unduly delay the work. If the BLM performs inspection or evaluation on the premises of the recipient or a sub-recipient, the recipient shall furnish and shall require sub-recipients to furnish all reasonable facilities and assistance for the safe and convenient performance of these duties.

1. BLM programmatic monitoring addresses the content and substance of the program. It is a qualitative review to determine performance, innovation, and contributions to the field. The BLM may make site visits as warranted by program needs. In addition, the BLM has the right of timely and unrestricted access to any books, documents, papers, or other records of the recipient's that are pertinent to the award, in order to make audits, examinations, excerpts, transcripts, and copies of such documents. This right also includes timely and reasonable access to recipient personnel for the purpose of interviews and discussions related to such documents.

2. BLM financial monitoring ensures compliance with financial guidelines and general accounting practices. On-site or internal financial reviews are conducted to determine if: (1) award recipients are properly accounting for the receipt and expenditures of federal funds; (2) expenditures are in compliance with federal requirements and award special conditions; and (3) proper documentation on financial monitoring activities is prepared, maintained, and distributed as appropriate.

6. PERFORMANCE, FINANCIAL, AND OTHER REPORTING

Periodic financial, performance, and (if applicable) youth employment status reporting is a condition of this financial assistance award. Submission of reports is required whether or not any work has been attempted and/or any funds have been drawn down or expended. Failure to comply with the reporting requirements included in this agreement may be considered a material non-compliance with the terms and conditions of the award. Non-compliance may result in withholding of future payments, suspension or termination of the agreement, recovery of funds paid under the agreement, and withholding of future awards. The periodic status reporting required under this agreement is as follows.

A. Annual Federal Financial Reports

1. Recipients of Federal financial assistance are required to submit periodic financial reports which document the financial status of their awards. The Federal Financial Report (FFR) or Standard Form (SF) 425 and SF425A - Attachment is the Office of Management and Budget (OMB) standard form used to report financial status. Expenditures and/or income may be reported either on a cash or accrual basis, whichever method is normally used by the recipient. Submitted SF425 reports must be signed by an authorized official of the recipient certifying that the information complete, accurate, consistent with the recipient's accounting system, and that all expenditures and obligations are for the purposes set forth in the agreement. The SF425 represents a claim to the Federal government, filing a false claim may result in civil or criminal penalties. Blank SF425 forms with instructions are available on the Grants.gov web site, URL: <http://www.grants.gov/web/grants/forms.html>.

2. Annual Reporting. Financial status reports under this agreement must be submitted on an annual basis. Reporting periods and report due dates under this agreement shall be as follows:

Reporting Period Dates

Submit Reports By

Award Start Date *through* September 30, 2024*90 days from period end date*

*And each 12-Month period thereafter for the life of the agreement.

3. Annual financial reports are due by 90 Calendar days after the end of the reporting period. Reports are to be submitted electronically within the GrantSolutions system under reporting.

4. At the end of the agreement, final SF425 financial reports submitted by the recipient and/or pass-through entity must be due no later than 120 calendar days after the period of performance end date, termination, and/or project completion, whichever comes first. A subrecipient must submit to the pass-through entity, no later than 90 calendar days after the period of performance end date, all final financial reports as required by the terms and conditions of the Federal award. See also §200.344. If a justified request is submitted by a non-Federal entity, the Federal agency may extend the due date for any financial report.

Final reports are to be submitted electronically within the GrantSolutions system under reporting.

B. Annual Performance Reports

1. Recipients of Federal financial assistance are required to submit periodic performance reports prepared in accordance with 2 CFR, Subpart D, Section 200.328 Monitoring and Reporting Program Performance. There is no standard form, however performance reports should always relate to the performance goals and objectives identified in Section 1. of this agreement. Performance reports must be submitted in a narrative summary to include, but not limited to, the following:

a. Completed established goals, work in progress, future work, the percentage of work completed (based on Section 1 and 2 of this document).

b. The reasons why established goals and objectives were not met or problems which may impact the ability to complete work on time with recommendations on their resolution, if appropriate.

c. Prediction of future activities and how they will be accomplished.

d. Where the accomplishments of the Federal award can be quantified, a computation of the cost (for example, related to units of accomplishment) may be required if that information will be useful.

e. Where performance trend data and analysis would be informative to the BLM program the Federal awarding agency should include this as a performance reporting requirement.

f. Additional pertinent information including, when appropriate, analysis and explanation of cost overruns or high unit costs.

2. Annual Reporting. Performance status reports under this agreement must be submitted on an annual basis. Reporting periods and report due dates under this agreement shall be as follows:

Reporting Period Dates

Submit Reports By

Award Start Date *through* September 30, 2024*90 days from period end date*

*And each 12 Months thereafter for the life of the agreement.

3. Annual performance reports are due by 90 Calendar days after the end of the reporting period. Reports are to be submitted electronically within the GrantSolutions system under reporting.

4. At the end of the agreement, final Performance reports submitted by the recipient and/or pass-through entity must be due no later than 120 calendar days after the period of performance end date, termination, and/or project completion, whichever comes first. A subrecipient must submit to the pass-through entity, no later than 90 calendar days after the period of performance end date, all final performance reports as required by the terms and conditions of the Federal award. See also §200.344. If a justified request is submitted by a non-Federal entity, the Federal agency may extend the due date for any performance report.

Final reports are to be submitted electronically within the GrantSolutions system under reporting.

C. Property Reporting

1. SF-428 Tangible Personal Property Report is also required under the terms and conditions of this cooperative agreement. Tangible personal property means property of any kind, except real property, that has physical existence. It includes equipment and supplies. It does not include copyrights, patents or securities. Property may be provided by the awarding agency or acquired by the recipient with award funds. Federally-owned property consists of items that were furnished by the Federal government.

If Federally Owned Property, report required annually. Any property acquired under this agreement, report required every two years thereafter for the life of the agreement.

7. LIABILITY, INSURANCE, AND INDEMNIFICATION

A. Liability. The BLM assumes no liability for any actions or activities conducted under this agreement except to the extent that recourse or remedies are provided by Congress under the Federal Tort Claims Act, 28 USC 2671.

B. Indemnification. The recipient hereby agrees:

1. To indemnify the federal government, Bureau of Land Management (BLM), from any act or omission of the recipient, its officers, employees, or (members, participants, agents, representatives, agents as appropriate) (1) against third party claims for damages arising from one or more activities carried out in connection with this financial assistance agreement and (2) for damage or loss to government property resulting from such an activity, to the extent the laws of the State where the recipient is located permit. This obligation shall survive the termination of this agreement.

2. To pay the United States the full value for all damage to the lands or other property of the United States caused by the recipient, its officers, employees, or (members, participants, agents, representatives, agents as appropriate).

3. To provide workers' compensation protection to the recipient's officers, employees, and representatives.

4. To cooperate with the BLM in the investigation and defense of any claims that may be filed with the BLM arising out of the activities of the recipient, its agents, and employees.

5. In the event of damage to or destruction of the buildings and facilities assigned for the use of the recipient in whole or in part by any cause whatsoever, nothing herein contained shall be deemed to require the BLM to replace or repair the buildings or facilities. If the BLM determines in writing, after consultation with the recipient that damage to the buildings or portions thereof renders such buildings unsuitable for continued use by the recipient, the BLM shall assume sole control over such buildings or portions thereof. If the buildings or facilities rendered unsuitable for use are essential for conducting operations authorized under this agreement, then failure to substitute and assign other facilities acceptable to the recipient will constitute termination of this agreement by the BLM.

C. Flow-down. For the purposes of this clause, "recipient" includes such subrecipients, contractors, or subcontractors as, in the judgment of the recipient and subject to the Government's determination of sufficiency, have sufficient resources and/or maintain adequate and appropriate insurance to achieve the purposes of this clause.

D. Identified Activities. All activities carried out in connection with this financial assistance agreement.

8. BLM PROPERTY STANDARDS

A. Government-furnished property (GFP), such as tools and equipment, furnished by the BLM to the recipient shall be used for official purposes only and shall be subject to the terms of the agreement. Tools and equipment shall be returned in the same condition received except for normal wear and tear in project use. Any BLM property used or other property acquired under this agreement, including intangible property such as copyrights and patents, shall be governed by the property management provisions of 2 CFR, Subpart D, Sections 200.310 to 200.316, Property Standards.

B. Insurance Coverage: The non-Federal entity must, at a minimum, provide the equivalent insurance coverage for real property and equipment acquired or improved with Federal funds as provided to property owned by the non-Federal entity. Refer to 2 CFR, Part 200, Subpart D, Section 310.

C. Intangible Property.

1. Title to intangible property (see § 200.59 Intangible property) acquired under a Federal award vests upon acquisition in the non-Federal entity. The non-Federal entity must use that property for the originally-authorized purpose, and must not encumber the property without approval of the Federal awarding agency. When no longer needed for the originally authorized purpose, disposition of the intangible property must occur in accordance with the provisions in § 200.313 Equipment paragraph (e).

2. The non-Federal entity may copyright any work that is subject to copyright and was developed, or for which ownership was acquired, under a Federal award. The Federal awarding agency reserves a royalty-free, nonexclusive and irrevocable right to reproduce, publish, or otherwise use the work for Federal purposes, and to authorize others to do so.

3. The non-Federal entity is subject to applicable regulations governing patents and inventions, including Governmentwide regulations issued by the Department of Commerce at 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Awards, Contracts and Cooperative Agreements."

4. The Federal government has the right to: (a) Obtain, reproduce, publish, or otherwise use the data produced under a Federal award; and (b) Authorize others to receive, reproduce, publish, or otherwise use such data for Federal purposes.

D. Recipient staff will be required to complete a BLM-approved Defensive Driving Course if driving a Government-owned vehicle (GOV).

E. Recipient staff will be required to complete a BLM-approved Four-wheel ATV safety and training program if using Government-furnished ATVs.

F. Recipient staff will be required to complete a BLM-approved safety and training program if using Government-furnished power equipment, such as chainsaws, wood chippers, etc. The recipient will be responsible for meeting all protective equipment requirements if using Government-furnished equipment.

9. KEY OFFICIALS

The key officials on this agreement are listed on the award cover page(s) and are considered to be essential to ensure maximum coordination and communication between the parties and the work being performed. Upon written notice, either party may designate an alternate to act in the place of their designated key official.

10. GENERAL TERMS AND CONDITIONS

A. See the Bureau of Land Management's ["Financial Assistance Award Terms and Conditions"](#) for the administrative and national policy requirements applicable to BLM awards.

B. Appendix XII to Part 200—Award Term and Condition for Recipient Integrity and Performance Matters

C. Program Legislation and/or Regulations:

1. Scientific integrity is vital to Department of the Interior (DOI) activities under which scientific research, data, summaries, syntheses, interpretations, presentations, and/or publications are developed and used. Failure to uphold the highest degree of scientific integrity will result not only in potentially flawed scientific results, interpretations, and applications but will damage DOI's reputation and ability to uphold the public's trust. All work performed must comply with the DOI Scientific Integrity Policy posted to <http://www.doi.gov>, or its equivalent as provided by their organization or State law. For more information go to URL: <https://www.doi.gov/scientificintegrity>.

3. Opposition to Any Legislation. In accordance with the Department of the Interior, Environment, and Related Agencies Act, 2006, Title IV, Section 402, no part of any appropriation contained in this Act shall be available for any activity or the publication or distribution of literature that in any way tends to promote public support or opposition to any legislative proposal on which Congressional action is not complete other than to communicate to Members of Congress as described in 18 U.S.C. 1913.

4. Prohibition on Issuing Financial Assistance Awards to Entities that Require Certain Internal Confidentiality Agreements.

Section 743 of Division E, Title VII of the Consolidated and Further Continuing Resolution Appropriations Act of 2015 (Pub. L. 113-235) prohibits the use of funds appropriated or otherwise made available under that or any other Act for grants or cooperative agreements to an entity that requires employees or contractors of such entity seeking to report fraud, waste, or abuse to sign internal confidentiality agreements or statements prohibiting or otherwise restricting such employees or contractors from lawfully reporting such waste, fraud, or abuse to a designated investigative or law enforcement representative of a federal department or agency authorized to receive such information.

Recipients must not require their employees or contractors seeking to report fraud, waste, or abuse to sign internal confidentiality agreements or statements prohibiting or otherwise restricting such employees or contractors from lawfully reporting such waste, fraud, or abuse to a designated investigative or law enforcement representative of a federal department or agency authorized to receive such information.

Recipients must notify their employees or contractors that existing internal confidentiality agreements covered by this condition are no longer in effect.

5. Order of Precedence. Any inconsistency in this agreement shall be resolved by giving precedence in the following order: (a) Any national policy requirements and administrative management standards; (b) 2 CFR. Part 200; (c) requirements of the applicable OMB Circulars and Treasury regulations; (d) special terms and conditions; (e) all agreement sections, documents, exhibits, and attachments; and (f) the recipient's project proposal.

D. 2CFR §1402.315 Availability of data

(a) All data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, valuation products or other scientific assessments in any medium or form, including textual, numerical, graphic, cartographic, narrative, or audiovisual, resulting from a financial assistance agreement is available for use by the Department of the Interior, including being available in a manner that is sufficient for independent verification.

(b) The Federal Government has the right to:

- (1) Obtain, reproduce, publish, or otherwise use the data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, produced under a Federal award; and
- (2) Authorize others to receive, reproduce, publish, or otherwise use such data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, for Federal purposes, including to allow for meaningful third-party evaluation.

11. SPECIAL TERMS AND CONDITIONS

A. Deposit of Publications. In addition to any requirements listed in the Project Management Plan, two (2) copies of each applicable publication produced under this agreement shall be sent to the Natural Resources Library with a transmittal that identifies the sender and the publication, and states that the publication is intended for deposit in the Natural Resources Library. Publications shall be sent to the following address:

U.S. Department of the Interior
Natural Resources Library
Interior Service Center
Gifts and Exchanges Section
1849 C Street, N.W.
Washington, D.C. 20240

B. Recipient/Subrecipient Personnel Security and Suitability Requirements

1. As implemented by Homeland Security Presidential Directive-12 (HSPD-12), if performance of this agreement requires recipient/subrecipient personnel to have a Federal government-issued Personal Identity Verification (PIV) credential before being allowed unsupervised access to a DOI facility and/or information system, the Program Officer will be the sponsoring official, and will make the arrangements through a DOI Access Card Sponsor for personal identity verification and DOI Access Card issuance.

2. At least two weeks before start of agreement performance, the recipient must identify all recipient and subrecipient personnel who will require physical and/or logical access for performance of work under this agreement. Physical Access means routine, unescorted or unmonitored access to non-public areas of a Federally-controlled facility. Logical Access means routine, unsupervised access to a Federally-controlled information system. The recipient and subrecipient must make their personnel available at the place and time specified by the Program Officer in order to initiate screening and background investigations. The following forms, or their equivalent, may be used to initiate the credentialing process:

- a. OPM Standard Form 85 or 85P
 - b. OF 306
 - c. National Criminal History Check (NCHC) (local procedures may require the fingerprinting to be done at a police station; in this case, any charges are to be borne by the recipient or subrecipient, as applicable)
 - d. Release to Obtain Credit Information
 - e. PIV card application (web-based)
 3. Before starting work under this agreement, a National Criminal History Check (NCHC) will be initiated to verify the identity of the individual applying for clearance and to determine the individual's suitability for the position. If the NCHC adjudication is favorable, a DOI Access Card will be issued for that individual. If the adjudication is unfavorable, the credentials will not be issued and the recipient or subrecipient must make other arrangements for performance of the work. In the event of a disagreement between the recipient/subrecipient and the Government concerning the suitability of an individual to perform work under this agreement, DOI shall have the right of final determination.
 4. Recipient and subrecipient employees must give, and authorize others to give, full, frank, and truthful answers to relevant and material questions needed to reach a suitability determination. Refusal or failure to furnish or authorize provision of information may constitute grounds for denial or revocation of credentials. Government personnel may contact the recipient or subrecipient personnel being screened or investigated in person, by telephone or in writing, and the recipient or subrecipient must ensure they are available for such contact.
 5. Alternatively, if an individual has already been credentialed by another agency through the Office of Personnel Management (OPM), and that credential has not yet expired, further clearance may not be necessary. In that case, the recipient/subrecipient must provide the sponsoring office with documentation that supports the individual's credentialed status.
 6. Recipient and subrecipient employees who have been successfully adjudicated will be issued DOI Access Cards, which must be activated at a USAccess Credentialing Center. Those Recipient or subrecipient employees not located within a reasonable travel time of a USAccess Credentialing Center will be screened and issued alternate credentials, such as temporary access badges.
 7. During performance of this agreement, the recipient must keep the Program Officer apprised of changes in personnel to ensure that performance is not delayed by compliance with credentialing processes. Cards that have been lost, damaged, or stolen must be reported to the Program Officer, Grants Management Officer, and Issuing Office within 24 hours. If reissuance of expired credentials is needed, it will be coordinated through the Program Officer.
 8. At the end of this agreement's performance, or when a recipient/subrecipient employee is no longer working under this agreement, the recipient will ensure that all identification cards are returned to the Program Officer.
- C. Federal Information Systems Security Awareness Training. Before the recipient, or any of its employees or subrecipients, are granted access to the BLM Federal computer system, they must first successfully complete the U.S. Department of the Interior's (DOI) Federal Information Systems Security Awareness Online Course. This course was designed specifically for users of Federal computer systems. The course is a Web-based training product that explains the importance of Information Systems Security and takes approximately one hour to complete.

This course is mandatory for all DOI employees, contractors, recipients, and all other users of DOI computer resources. Topics covered in the course include: threats and vulnerabilities, malicious code, user responsibilities, and new developments affecting Information Systems Security.

D. PROHIBITION ON PROVIDING FUNDS TO THE ENEMY

(a) The recipient must—

(1) Exercise due diligence to ensure that none of the funds, including supplies and services, received under this grant or cooperative agreement are provided directly or indirectly (including through subawards or contracts) to a person or entity who is actively opposing the United States or coalition forces involved in a contingency operation in which members of the Armed Forces are actively engaged in hostilities, which must be completed through 2 CFR 180.300 prior to issuing a subaward or contract and;

(2) Terminate or void in whole or in part any subaward or contract with a person or entity listed in SAM as a prohibited or restricted source pursuant to subtitle E of Title VIII of the NDAA for FY 2015, unless the Federal awarding agency provides written approval to continue the subaward or contract.

(b) The recipient may include the substance of this clause, including paragraph (a) of this clause, in subawards under this grant or cooperative agreement that have an estimated value over \$50,000 and will be performed outside the United States, including its outlying areas.

(c) The Federal awarding agency has the authority to terminate or void this grant or cooperative agreement, in whole or in part, if the Federal awarding agency becomes aware that the recipient failed to exercise due diligence as required by paragraph (a) of this clause or if the Federal awarding agency becomes aware that any funds received under this grant or cooperative agreement have been provided directly or indirectly to a person or entity who is actively opposing coalition forces involved in a contingency operation in which members of the Armed Forces are actively engaged in hostilities.

E. ADDITIONAL ACCESS TO RECIPIENT RECORDS

(a) In addition to any other existing examination-of-records authority, the Federal Government is authorized to examine any records of the recipient and its subawards or contracts to the extent necessary to ensure that funds, including supplies and services, available under this grant or cooperative agreement are not provided, directly or indirectly, to a person or entity that is actively opposing United States or coalition forces involved in a contingency operation in which members of the Armed Forces are actively engaged in hostilities, except for awards awarded by the Department of Defense on or before Dec 19, 2017 that will be performed in the United States Central Command (USCENTCOM) theater of operations.

(b) The substance of this clause, including this paragraph (b), is required to be included in subawards or contracts under this grant or cooperative agreement that have an estimated value over \$50,000 and will be performed outside the United States, including its outlying areas.

F. PROHIBITION ON CERTAIN TELECOMMUNICATION AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT

Federal award recipients are prohibited from using government funds to enter contracts (or extend or renew contracts) with entities that use covered telecommunications equipment or services as described in section 889 of the 2019 National Defense Authorization Act. This prohibition applies even if the contract is not intended to procure or obtain, any equipment, system, or service that uses covered telecommunications equipment or services.

G. CONFLICT OF INTEREST

1. Applicability.

a. This section intends to ensure that non-Federal entities and their employees take appropriate steps to avoid conflicts of interest in their responsibilities under or with respect to Federal financial assistance agreements.

b. In the procurement of supplies, equipment, construction, and services by recipients and by subrecipients, the conflict of interest provisions in 2 CFR 200.318 apply.

2. Requirements.

a. Non-Federal entities must avoid prohibited conflicts of interest, including any significant financial interests that could cause a reasonable person to question the recipient's ability to provide impartial, technically sound, and objective performance under or with respect to a Federal financial assistance agreement.

b. In addition to any other prohibitions that may apply with respect to conflicts of interest, no key official of an actual or proposed recipient or subrecipient, who is substantially involved in the proposal or project, may have been a former Federal employee who, within the last one (1) year, participated personally and substantially in the evaluation, award, or administration of an award with respect to that recipient or subrecipient or in development of the requirement leading to the funding announcement.

c. No actual or prospective recipient or subrecipient may solicit, obtain, or use non-public information regarding the evaluation, award, or administration of an award to that recipient or subrecipient or the development of a Federal financial assistance opportunity that may be of competitive interest to that recipient or subrecipient.

3. Notification.

a. Non-Federal entities, including applicants for financial assistance awards, must disclose in writing any conflict of interest to the DOI awarding agency or pass-through entity in accordance with 2 CFR 200.112, Conflicts of Interest.

b. Recipients must establish internal controls that include, at a minimum, procedures to identify, disclose, and mitigate or eliminate identified conflicts of interest. The recipient is responsible for notifying the Financial Assistance Officer in writing of any conflicts of interest that may arise during the life of the award, including those that have been reported by subrecipients.

4. Restrictions on Lobbying. Non-Federal entities are strictly prohibited from using funds under this grant or cooperative agreement for lobbying activities and must provide the required certifications and disclosures pursuant to 43 CFR Part 18 and 31 USC 1352.

5. Review Procedures. The Financial Assistance Officer will examine each conflict of interest disclosure on the basis of its particular facts and the nature of the proposed grant or cooperative agreement, and will determine whether a significant potential conflict exists and, if it does, develop an appropriate means for resolving it.

6. Enforcement. Failure to resolve conflicts of interest in a manner that satisfies the Government may be cause for termination of the award. Failure to make required disclosures may result in any of the remedies described in 2 CFR 200.338, Remedies for Noncompliance, including suspension or debarment (see also 2 CFR Part 180).

H. BUY AMERICA DOMESTIC PROCUREMENT PREFERENCE

As required by Section 70914 of the Bipartisan Infrastructure Law (also known as the Infrastructure Investment and Jobs Act), P.L. 117-58, on or after May 14, 2022, none of the funds under a federal award that are part of Federal financial assistance program for infrastructure may be obligated for a project unless all of the iron, steel, manufactured products, and construction materials used in the project are produced in the United States, unless subject to an approved waiver. The requirements of this section must be included in all subawards, including all contracts and purchase orders for work or products under this program.

This award currently qualifies for the existing DOI general applicability small grant waiver as described at: www.doi.gov/grants/BuyAmerica/Generalapplicabilitywaivers on the basis that the total award amount does not exceed the Simplified Acquisition Threshold (SAT), currently \$250,000.00. While this waiver permits the use of non-domestic materials for DOI financial assistance awards that do not exceed the SAT, recipients shall still maximize the use of domestic materials to the maximum extent possible. In the event the total award amount is increased to an amount above the SAT, recipients under this award are hereby notified that none of the funds provided under this award may be used for a project for infrastructure unless:

1. all iron and steel used in the project are produced in the United States--this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States;
2. all manufactured products used in the project are produced in the United States—this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation; and
3. all construction materials are manufactured in the United States—this means that all manufacturing processes for the construction material occurred in the United States.

The Buy America preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project, but are not an integral part of the structure or permanently affixed to the infrastructure project.

For further information on the Buy America preference, please visit www.doi.gov/grants/BuyAmerica.

Additional information can also be found at the White House Made in America Office website: www.whitehouse.gov/omb/management/made-in-america/.

In the event the total amount of this award increases to an amount that exceeds the SAT, recipients shall notify their financial assistance awarding officer of any non-domestic iron, steel, manufactured products, or construction materials already incorporated into the project as early as possible. Recipients may then apply for a DOI waiver, subject to review and approval by DOI and the Made in America Office, for noncompliant materials if it is determined that one of the below circumstances applies:

1. Non-availability Waiver: the types of iron, steel, manufactured products, or construction materials used are not produced in the United States in sufficient and reasonably available quantities or of a satisfactory quality;
2. Unreasonable Cost Waiver: the inclusion of iron, steel, manufactured products, or construction materials produced in the United States will increase the cost of the overall project by more than 25 percent; or
3. Public Interest Waiver: applying the domestic content procurement preference would be inconsistent with the public interest.

Instructions for requesting a waiver can be found on www.doi.gov/grants/buyamerica. Recipients requesting a waiver will be notified of their waiver request determination by an awarding officer. Questions pertaining to waivers should be directed to the financial assistance awarding officer.

Recipients shall consult OMB Memorandum M-22-11, Initial Implementation Guidance on Application of Buy America Preference in Federal Financial Assistance Programs for Infrastructure, for additional information, inclusive of definitions for Construction Materials, Domestic Content Procurement Preference, and Infrastructure.

The DOI Small Grant General Applicability waiver expires on February 20, 2028. For awards that extend beyond the expiration date of the waiver, recipients shall ensure all iron, steel, manufactured products, and construction materials used in the project are produced in the United States, unless an approved waiver is obtained.

I. 43 U.S.C. GEOSPATIAL DATA §2801–2811

Federal recipient collection of geospatial data through the use of the Department of the Interior financial assistance funds requires a due diligence search at the GeoPlatform.gov list of datasets to discover whether the needed geospatial-related data, products, or services already exist. If the required data set already exists, the recipient must use it. If the required data is not already available, the recipient must produce the proposed geospatial data, products, or services in compliance with applicable proposed guidance and standards established by the Federal Geospatial Data Committee (FGDC) posted at www.fgdc.gov. Recipients must submit a digital copy of all GIS data produced or collected as part of the award funds to the bureau or office via email or data transfer. All GIS data files shall be in open format. All delineated GIS data (points,

lines or polygons) should be established in compliance with the approved open data standards with complete feature level metadata.

12. DEFINITIONS & ACRONYMS

Agency Review: If a recipient has a history of poor performance, financial instability, has a management system not meeting standards prescribed by the Uniform Administrative Requirements, has not conformed to the terms and conditions of the award, and/or is not otherwise responsible in safeguarding federal funds, they may be placed on Agency Review. Agency Review limits a recipient's access to funds by requiring that all payments must be requested, reviewed, and approved prior to their being released.

Award Recipient: The Award Recipient is the recipient's individual who is authorized to act for the applicant and to assume the obligations imposed by the Federal laws, regulations, requirements, and conditions that apply to grant applications or grant awards.

BLM: Bureau of Land Management may, also be referred to as Bureau.

CFR: Code of Federal Regulations.

DOI: Department of the Interior.

FFR: Federal Financial Report or Standard Form (SF) 425.

Financial Assistance Agreement: This grant or cooperative agreement. The term grant is defined as all Federal financial assistance that provides support or stimulation to accomplish a public purpose. Use of the term “grant” includes grants and/or cooperative agreements awarded by the Federal Government to eligible recipients.

Federal Award Date: The date when the Federal award is sign by the BLM Grants Management Officer

FY: Federal Fiscal Year which runs from October 1 through September 30 each year.

GMO: Grants Management Officer, the only individual in the BLM who is authorized to obligate funds, award, modify, and/or terminate assistance agreements.

GMS: Grants Management Specialist, the administrative individual authorized to prepare assistance agreement awards and modifications, but who cannot obligate funds, award, modify, and/or terminate the agreement.

NTE: Not-to-exceed amount, the maximum Federal funding amount available for reimbursement to the recipient.

OMB: The Office of Management and Budget. OMB leads development of government-wide policy to assure that grants are managed properly and that Federal dollars are spent in accordance with applicable laws and regulations. OMB Circulars that apply to this agreement may be found on the OMB Website, URL: http://www.whitehouse.gov/omb/circulars_default/.

PI: The BLM Project Inspector, the technical advisor assisting the BLM Program Officer in administering and monitoring the technical aspects of the agreement. The Project Inspector is not authorized to modify this agreement or obligate the Government in any way.

PO: The BLM Program Officer, appointed for the purposes of monitoring the technical aspects of the agreement. The PO will work closely with the RPM and is authorized to clarify technical requirements, and review and approve work which is clearly within the objectives specified in this agreement. The PO will review financial, performance, and youth employment

reports, and review and recommend approval of payments to the GMO if a recipient is on Agency Review. The PO is not authorized to modify this agreement or obligate the Government in any way.

Recipient: The organization and/or individual named in Box 5. of the "Grant and Cooperative Agreement" cover sheet.

RPM: The recipient's Project or Program Manager, designated to direct the project or activity being supported by the agreement. The RPM is responsible and accountable to the recipient and BLM for the proper implementation of the project or activity.

13. FULL TEXT TERMS AND CONDITIONS

1. Department of Interior Conflict of Interest Term and Condition:

a. The Recipient must establish safeguards to prohibit its employees and Subrecipients from using their positions for purposes that constitute or present the appearance of a personal or organizational conflict of interest. The Recipient is responsible for notifying the Grants Officer in writing of any actual or potential conflicts of interest that may arise during the life of this award. Conflicts of interest include any relationship or matter which might place the Recipient or its employees in a position of conflict, real or apparent, between their responsibilities under the agreement and any other outside interests. Conflicts of interest may also include, but are not limited to, direct or indirect financial interests, close personal relationships, positions of trust in outside organizations, consideration of future employment arrangements with a different organization, or decision-making affecting the award that would cause a reasonable person with knowledge of the relevant facts to question the impartiality of the Recipient and/or Recipient's employees and Sub-recipients in the matter.

b. The Grants Officer and the servicing Ethics Counselor will determine if a conflict of interest exists. If a conflict of interest exists, the Grants Officer will determine whether a mitigation plan is feasible. Mitigation plans must be approved by the Grants Officer in writing. Failure to resolve conflicts of interest in a manner that satisfies the government may be cause for termination of the award.

c. Failure to make required disclosures may result in any of the remedies described in 2 CFR § 200.338, Remedies for Noncompliance, including suspension or debarment (see also 2 CFR Part 180).

d. Definitions:

(1) Conflict of Interest is defined as any relationship or matter which might place the Recipient, its employees, and/or its Subrecipients in a position of conflict, real or apparent, between their responsibilities under the agreement and any other outside interests. Conflicts of interest may also include, but are not limited to, direct or indirect financial interests, close personal relationships, positions of trust in outside organizations, consideration of future employment arrangements with a different organization, or decision-making affecting the award that would cause a reasonable person with knowledge of the relevant facts to question the impartiality of the Recipient and/or Recipient's employees and Subrecipients in the matter.

(2) Close Personal Relationship means a Federal award program employee's childhood or other friend, sibling, or other family relations that may compromise or impair the fairness and impartiality of the Proposal Evaluator and Advisor and Grants Officer in the review, selection, award, and management of a financial assistance award.

(3) Discretionary Federal Financial Assistance means Federal awards including grants and agreements that are awarded at the discretion of the agency.

(4) Employment means:

(a) In any capacity, even if otherwise permissible, by any applicant or potential applicant for a Federal financial assistance award;

(b) Employment within the last 12 months with a different organization applying for some portion of the award's approved project activities and funding to complete them OR expected to apply for and to receive some portion of the award; and/or

(c) Employment with a different organization of any member of the organization employee's household or a relative with whom the organization's employee has a close personal relationship who is applying for some portion of the award's approved project activities and funding to complete them OR expected to apply for and to receive some portion of the award.

(d) Non-Federal entity means a State, local government, Indian tribe, institution of higher education, or nonprofit organization that carries out a Federal award as a Recipient or Subrecipient.

(e) Recipient means a non-Federal entity that receives a Federal award directly from a Federal awarding agency to carry out an activity under a Federal program. The term Recipient does not include Subrecipients.

(f) Subrecipient means a non-Federal entity that receives a subaward from a pass-through entity to carry out part of a Federal program but does not include an individual who is a beneficiary of such program. A Subrecipient may also be a recipient of other Federal awards directly from a Federal awarding agency.

2. MINIMUM WAGES UNDER EXECUTIVE ORDER 13658 (January 2015)

(a) Definitions. As used in this clause—

“United States” means the 50 states and the District of Columbia.

“Worker”—

(1) Means any person engaged in performing work on, or in connection with, a contract covered by Executive Order 13658, and

(i) Whose wages under such contract are governed by the Fair Labor Standards Act (29 U.S.C. chapter 8), the Service Contract Labor Standards statute (41 U.S.C. chapter 67), or the Wage Rate Requirements (Construction) statute (40 U.S.C. chapter 31, subchapter IV),

(ii) Other than individuals employed in a bona fide executive, administrative, or professional capacity, as those terms are defined in 29 CFR part 541,

(iii) Regardless of the contractual relationship alleged to exist between the individual and the employer.

(2) Includes workers performing on, or in connection with, the contract whose wages are calculated pursuant to special certificates issued under 29 U.S.C. 214(c).

(3) Also includes any person working on, or in connection with, the contract and individually registered in a bona fide apprenticeship or training program registered with the Department of Labor's Employment and Training Administration, Office of Apprenticeship, or with a State Apprenticeship Agency recognized by the Office of Apprenticeship.

(b) Executive Order Minimum Wage rate.

(1) The Contractor shall pay to workers, while performing in the United States, and performing on, or in connection with, this contract, a minimum hourly wage rate of \$10.10 per hour beginning January 1, 2015.

(2) The Contractor shall adjust the minimum wage paid, if necessary, beginning January 1, 2016 and annually thereafter, to meet the Secretary of Labor's annual E.O. minimum wage. The Administrator of the Department of Labor's Wage and Hour Division (the Administrator) will publish annual determinations in the Federal Register no later than 90 days before the effective date of the new E.O. minimum wage rate. The Administrator will also publish the applicable E.O. minimum wage on www.wdol.gov (or any successor Web site) and on all wage determinations issued under the Service Contract Labor Standards statute or the Wage Rate Requirements (Construction) statute. The applicable published E.O. minimum wage is incorporated by reference into this contract.

(3) (i) The Contractor may request a price adjustment only after the effective date of the new annual E.O. minimum wage determination. Prices will be adjusted only if labor costs increase as a result of an increase in the annual E.O. minimum wage, and for associated labor costs and relevant subcontract costs. Associated labor costs shall include increases or decreases that result from changes in social security and unemployment taxes and workers' compensation insurance, but will not otherwise include any amount for general and administrative costs, overhead, or profit.

(ii) Subcontractors may be entitled to adjustments due to the new minimum wage, pursuant to paragraph (b)(2). Contractors shall consider any subcontractor requests for such price adjustment.

(iii) The Contracting Officer will not adjust the contract price under this clause for any costs other than those identified in paragraph (b)(3)(i) of this clause, and will not provide duplicate price adjustments with any price adjustment under clauses implementing the Service Contract Labor Standards statute or the Wage Rate Requirements (Construction) statute.

(4) The Contractor warrants that the prices in this contract do not include allowance for any contingency to cover increased costs for which adjustment is provided under this clause.

(5) A pay period under this clause may not be longer than semi-monthly, but may be shorter to comply with any applicable law or other requirement under this contract establishing a shorter pay period. Workers shall be paid no later than one pay period following the end of the regular pay period in which such wages were earned or accrued.

(6) The Contractor shall pay, unconditionally to each worker, all wages due free and clear without subsequent rebate or kickback. The Contractor may make deductions that reduce a worker's wages below the E.O. minimum wage rate only if done in accordance with 29 CFR 10.23, Deductions.

(7) The Contractor shall not discharge any part of its minimum wage obligation under this clause by furnishing fringe benefits or, with respect to workers whose wages are governed by the Service Contract Labor Standards statute, the cash equivalent thereof.

(8) Nothing in this clause shall excuse the Contractor from compliance with any applicable Federal or State prevailing wage law or any applicable law or municipal ordinance establishing a minimum wage higher than the E.O. minimum wage. However, wage increases

under such other laws or municipal ordinances are not subject to price adjustment under this subpart.

(9) The Contractor shall pay the E.O. minimum wage rate whenever it is higher than any applicable collective bargaining agreement(s) wage rate.

(10) The Contractor shall follow the policies and procedures in 29 CFR 10.24(b) and 10.28 for treatment of workers engaged in an occupation in which they customarily and regularly receive more than \$30 a month in tips.

(c) (1) This clause applies to workers as defined in paragraph (a). As provided in that definition—

(i) Workers are covered regardless of the contractual relationship alleged to exist between the contractor or subcontractor and the worker;

(ii) Workers with disabilities whose wages are calculated pursuant to special certificates issued under 29 U.S.C. 214(c) are covered; and

(iii) Workers who are registered in a bona fide apprenticeship program or training program registered with the Department of Labor's Employment and Training Administration, Office of Apprenticeship, or with a State Apprenticeship Agency recognized by the Office of Apprenticeship, are covered.

(2) This clause does not apply to—

(i) Fair Labor Standards Act (FLSA)-covered individuals performing in connection with contracts covered by the E.O., i.e. those individuals who perform duties necessary to the performance of the contract, but who are not directly engaged in performing the specific work called for by the contract, and who spend less than 20 percent of their hours worked in a particular workweek performing in connection with such contracts;

(ii) Individuals exempted from the minimum wage requirements of the FLSA under 29 U.S.C. 213(a) and 214(a) and (b), unless otherwise covered by the Service Contract Labor Standards statute, or the Wage Rate Requirements (Construction) statute. These individuals include but are not limited to—

(a) Learners, apprentices, or messengers whose wages are calculated pursuant to special certificates issued under 29 U.S.C. 214(a).

(b) Students whose wages are calculated pursuant to special certificates issued under 29 U.S.C. 214(b).

(c) Those employed in a bona fide executive, administrative, or professional capacity (29 U.S.C. 213(a)(1) and 29 CFR part 541).

(d) Notice. The Contractor shall notify all workers performing work on, or in connection with, this contract of the applicable E.O. minimum wage rate under this clause. With respect to workers covered by the Service Contract Labor Standards statute or the Wage Rate Requirements (Construction) statute, the Contractor may meet this requirement by posting, in a prominent and accessible place at the worksite, the applicable wage determination under those statutes. With respect to workers whose wages are governed by the FLSA, the Contractor shall post notice, utilizing the poster provided by the Administrator, which can be obtained at www.dol.gov/whd/govcontracts, in a prominent and accessible place at the worksite. Contractors that customarily post notices to workers electronically may post the notice electronically provided the electronic posting is displayed prominently on any Web site that is maintained by

the contractor, whether external or internal, and customarily used for notices to workers about terms and conditions of employment.

(e) Payroll Records.

(1) The Contractor shall make and maintain records, for three years after completion of the work, containing the following information for each worker:

- (i) Name, address, and social security number;
- (ii) The worker's occupation(s) or classification(s);
- (iii) The rate or rates of wages paid;
- (iv) The number of daily and weekly hours worked by each worker;
- (v) Any deductions made; and
- (vi) Total wages paid.

(2) The Contractor shall make records pursuant to paragraph (e)(1) of this clause available for inspection and transcription by authorized representatives of the Administrator. The Contractor shall also make such records available upon request of the Contracting Officer.

(3) The Contractor shall make a copy of the contract available, as applicable, for inspection or transcription by authorized representatives of the Administrator.

(4) Failure to comply with this paragraph (e) shall be a violation of 29 CFR 10.26 and this contract. Upon direction of the Administrator or upon the Contracting Officer's own action, payment shall be withheld until such time as the noncompliance is corrected.

(5) Nothing in this clause limits or otherwise modifies the Contractor's payroll and recordkeeping obligations, if any, under the Service Contract Labor Standards statute, the Wage Rate Requirements (Construction) statute, the Fair Labor Standards Act, or any other applicable law.

(f) Access. The Contractor shall permit authorized representatives of the Administrator to conduct investigations, including interviewing workers at the worksite during normal working hours.

(g) Withholding. The Contracting Officer, upon his or her own action or upon written request of the Administrator, will withhold funds or cause funds to be withheld, from the Contractor under this or any other Federal contract with the same Contractor, sufficient to pay workers the full amount of wages required by this clause.

(h) Disputes. Department of Labor has set forth in 29 CFR 10.51, Disputes concerning contractor compliance, the procedures for resolving disputes concerning a contractor's compliance with Department of Labor regulations at 29 CFR part 10. Such disputes shall be resolved in accordance with those procedures and not the Disputes clause of this contract. These disputes include disputes between the Contractor (or any of its subcontractors) and the contracting agency, the Department of Labor, or the workers or their representatives.

(i) Anti-retaliation. The Contractor shall not discharge or in any other manner discriminate against any worker because such worker has filed any complaint or instituted or caused to be instituted any proceeding under or related to compliance with the E.O. or this clause, or has testified or is about to testify in any such proceeding.

(j) Subcontractor compliance. The Contractor is responsible for subcontractor compliance with the requirements of this clause and may be held liable for unpaid wages due subcontractor workers.

(k) Subcontracts. The Contractor shall include the substance of this clause, including this paragraph (k) in all subcontracts, regardless of dollar value, that are subject to the Service Contract Labor Standards statute or the Wage Rate Requirements (Construction) statute, and are to be performed in whole or in part in the United States.

END OF AGREEMENT



MEMORANDUM

To: Nevada Board of Museums and History

Through: Josh Bonde, Nevada State Museum Director

From: Anna J. Camp, NAGPRA/Curator II

Date: August 28, 2023

Re: O/S Travel Request

Conference:

Association on American Indian Affairs 9th Annual Repatriation Conference
November 7-9, 2023
Shawnee Oklahoma

Justification:

Travel with the Bureau of Land Management for conference that will teach about new NAGPRA Regulations

Funding: BA 5036 Cat. 56, BLM Cooperative Agreement funding

Estimated Travel Costs:

TOTAL Estimated Travel Costs: \$1674.00

Lodging: 4 nights X \$120.00	\$480
Per diem: 2 days X \$98	\$294
Airfare	\$500
Ground Transportation + Airport Parking + Mileage	\$150
Registration	\$250

Please sign below to signify your approval.

Approved: _____
Chair, Board of Museums and History

Date



MEMORANDUM

To: Nevada Board of Museums and History
Through: Josh Bonde, Nevada State Museum Director
From: Anna J. Camp, NAGPRA/Curator II
Date: August 31, 2023

Re: O/S Travel Request

Conference: Title, dates, Location

Great Basin Anthropological Conference
Bend, OR
October 18-21, 2023

Justification:

Presenting an invited paper with a Tribal partner on perishable prehistoric artifacts found at Leonard Rockshelter, Pershing County, that received Nevada State Museum Burial Site Permit No. 1. (NAC 381)/ Manning the NSM Publication Table.

Funding: BA 5036 Cat. 56, BLM Cooperative Agreement funding

Estimated Travel Costs:

Lodging: 4 nights X \$120.00 (GSA Per Diem Rate for Bend, OR)	\$480
Per diem: 4 days X \$130 (GSA Per Diem Rate for Bend, OR)	\$520
Airfare	
Ground Transportation + Airport Parking + Mileage	
Gas @ \$.32 per mile personal car (\$.32 X 750 miles)	\$240
Conference fees	\$125

TOTAL Estimated Travel Costs: \$1365

Please sign below to signify your approval.

Approved: _____
Chair, Board of Museums and History

Date

**CONTRACT FOR SERVICES OF INDEPENDENT CONTRACTOR
FOR LESS THAN \$50,000**

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

Agency Name:	Division of Museums and History
Address:	412 East Musser Street
City, State, Zip Code:	Carson City, NV 89701
Contact:	Daphne O. DeLeon, Administrative Services Officer
Phone:	775-687-7340 ext. 302
Fax:	775-687-4333
Email:	dadeleon@nevadaculture.org

Contractor Name:	CUSTOM MANUFACTURING
Address:	106-B Cal Lane
City, State, Zip Code:	Sparks, NV 89431
Contact:	Steven Kieffer
Phone:	775-359-4512
Fax:	
Email:	

WHEREAS, NRS 333.700 authorizes officers, departments, institutions, boards, commissions, and other agencies in the Executive Branch of the State Government which derive their support from public money in whole or in part to engage services of persons as independent contractors; and

WHEREAS, it is deemed that the service of Contractor is both necessary and in the best interests of the State of Nevada.

NOW, THEREFORE, in consideration of the aforesaid premises, the parties mutually agree as follows:

- CONTRACT TERM.** This Contract shall be effective as noted below, unless sooner terminated by either party as specified in *Section 7, Contract Termination*. Contracts requiring approval of the Nevada Board Museums and History are not effective until such approval has occurred, however, after such approval, the effective date will be the date noted below.

Effective from:	Upon Approval	To:	June 30, 2024
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- NOTICE.** All communications, including notices, required or permitted to be given under this Contract shall be in writing and directed to the parties at the addresses stated above. Notices may be given: (a) by delivery in person; (b) by a nationally recognized next day courier service, return receipt requested; or (c) by certified mail, return receipt requested. If specifically requested by the party to be notified, valid notice may be given by facsimile transmission or email to the address(es) such party has specified in writing.

3. **SCOPE OF WORK.** The Scope of Work is described below, which is incorporated herein by reference:

DESCRIPTION OF SCOPE OF WORK:
<p>Fabrication and installation of 4 custom corner/pie display cases and 5 rectangular 4' bird display cases that will be used to house taxidermy and dioramas in the Nevada State Museum (Carson City) Natural History Gallery. Cases will be constructed off- site and delivered to Nevada State Museum in Carson City upon completion. Cases will be based on two separate designs/specifications (pie/corner and 4' rectangular bird case) provided by Nevada State Museum Exhibits Program.</p> <p>Selected Vendor will assemble parts and complete installation, on site, following delivery. An onsite inspection of initial builds of both case designs will be conducted by NSM Exhibits Program Management at Custom Manufacturing upon completion of each initial case design prior to building additional cases.</p>

An Attachment must be limited to the Scope of Work to be performed by Contractor. Any provision, term or condition of an Attachment that contradicts the terms of this Contract, or that would change the obligations of the State under this Contract, shall be void and unenforceable.

4. **INCORPORATED DOCUMENTS.** The parties agree that this Contract, inclusive of the following attachment.. This Contract incorporates the following attachment.

ATTACHMENT AA:	CONTRACTOR'S PROPOSAL
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5. **CONSIDERATION.** The parties agree that Contractor will provide the services specified in *Section 3, Scope of Work* at a cost as noted below:

\$	per	
----	-----	--

Total Contract or installments payable at:	<p>\$32,745.00 will be paid upon receipt of initiating invoice.</p> <p>\$32,744.00 will be paid upon delivery and installation of cabinets and submission of invoice.</p>
--------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Total Contract Not to Exceed:	\$65,489.00
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The State does not agree to reimburse Contractor for expenses unless otherwise specified in the Scope of Work or incorporated Attachments (if any). Any intervening end to a biennial appropriation period shall be deemed an automatic renewal (not changing the overall Contract term) or a termination as the result of legislative appropriation may require.

6. **BILLING SUBMISSION: TIMELINESS.** The parties agree that timeliness of billing is of the essence to the Contract and recognize that the State is on a Fiscal Year. All billings for dates of service prior to July 1 must be submitted to the State no later than the first Friday in August of the same calendar year. A billing submitted after the first Friday in August, which forces the State to process the billing as a stale claim pursuant to NRS 353.097, will subject Contractor to an administrative fee not to exceed one hundred dollars (\$100.00). The parties hereby agree this is a reasonable estimate of the additional costs to the State of processing the billing as a stale claim and that this amount will be deducted from the stale claim payment due to Contractor.
7. **INSPECTION & AUDIT.** Contractor agrees to keep and maintain under generally accepted accounting principles (GAAP) and as required by State and federal law, complete and accurate records as are necessary to fully disclose to the State or United States Government, sufficient information to determine compliance with all State and federal regulations and statutes, and compliance with the terms of this contract, and agrees that such documents will be made available for inspection upon reasonable notice from authorized representatives of the State or Federal Government.

8. **CONTRACT TERMINATION.**

- A. **Termination Without Cause.** Regardless of any terms to the contrary, this Contract may be terminated upon written notice by mutual consent of both parties. The State unilaterally may terminate this contract without cause by giving not less than thirty (30) days' notice in the manner specified in *Section 2, Notice*. If this Contract is unilaterally terminated by the State, Contractor shall use its best efforts to minimize cost to the State and Contractor will not be paid for any cost that Contractor could have avoided.
- B. **State Termination for Non-Appropriation.** The continuation of this Contract beyond the current biennium is subject to and contingent upon sufficient funds being appropriated, budgeted, and otherwise made available by the State Legislature and/or federal sources. The State may terminate this Contract, and Contractor waives any and all claims(s) for damages, effective immediately upon receipt of written notice (or any date specified therein) if for any reason the Contracting Agency's funding from State and/or federal sources is not appropriated or is withdrawn, limited, or impaired.
- C. **Termination with Cause for Breach.** A breach may be declared with or without termination. A notice of breach and termination shall specify the date of termination of the Contract, which shall not be sooner than the expiration of the Time to Correct, if applicable, allowed under *Subsection 7D*. This Contract may be terminated by either party upon written notice of breach to the other party on the following grounds:
- 1) If Contractor fails to provide or satisfactorily perform any of the conditions, work, deliverables, goods, or services called for by this Contract within the time requirements specified in this Contract or within any granted extension of those time requirements; or
 - 2) If any state, county, city, or federal license, authorization, waiver, permit, qualification or certification required by statute, ordinance, law, or regulation to be held by Contractor to provide the goods or services required by this Contract is for any reason denied, revoked, debarred, excluded, terminated, suspended, lapsed, or not renewed; or
 - 3) If Contractor becomes insolvent, subject to receivership, or becomes voluntarily or involuntarily subject to the jurisdiction of the Bankruptcy Court; or
 - 4) If the State materially breaches any material duty under this Contract and any such breach impairs Contractor's ability to perform; or
 - 5) If it is found by the State that any quid pro quo or gratuities in the form of money, services, entertainment, gifts, or otherwise were offered or given by Contractor, or any agent or representative of Contractor, to any officer or employee of the State of Nevada with a view toward securing a contract or securing favorable treatment with respect to awarding, extending, amending, or making any determination with respect to the performing of such contract; or
 - 6) If it is found by the State that Contractor has failed to disclose any material conflict of interest relative to the performance of this Contract.
- D. **Time to Correct.** Unless the breach is not curable, or unless circumstances do not permit an opportunity to cure, termination upon declared breach may be exercised only after service of formal written notice as specified in *Section 2, Notice*, and the subsequent failure of the breaching party within fifteen (15) calendar days of receipt of that notice to provide evidence, satisfactory to the aggrieved party, showing that the declared breach has been corrected. Upon a notice of breach, the time to correct and the time for termination of the contract upon breach under *Subsection 7C*, above, shall run concurrently, unless the notice expressly states otherwise.

9. **REMEDIES.** Except as otherwise provided for by law or this Contract, the rights and remedies of the parties shall not be exclusive and are in addition to any other rights and remedies provided by law or equity, including, without limitation, actual damages, and to a prevailing party reasonable attorneys' fees and costs. For purposes of an award of attorneys' fees to either party, the parties stipulate and agree that a reasonable hourly rate of attorneys' fees shall be one hundred and fifty dollars (\$150.00) per hour. The State may set off consideration against any unpaid obligation of Contractor to any State agency in accordance with NRS 353C.190. In the event that Contractor voluntarily or involuntarily becomes subject to the jurisdiction of the Bankruptcy Court, the State may set off consideration against any unpaid obligation of Contractor to the State or its agencies, to the extent allowed by bankruptcy law, without regard to whether the procedures of NRS 353C.190 have been utilized.

10. **LIMITED LIABILITY.** The State will not waive and intends to assert available NRS Chapter 41 liability limitations in all cases. Contract liability of both parties shall not be subject to punitive damages. Damages for any State breach shall never exceed the amount of funds appropriated for payment under this Contract, but not yet paid to Contractor, for the Fiscal Year budget in existence at the time of the breach. Contractor's tort liability shall not be limited.
11. **INDEMNIFICATION AND DEFENSE.** To the fullest extent permitted by law, Contractor shall indemnify, hold harmless and defend, not excluding the State's right to participate, the State from and against all liability, claims, actions, damages, losses, and expenses, including, without limitation, reasonable attorneys' fees and costs, arising out of any breach of the obligations of Contractor under this Contract, or any alleged negligent or willful acts or omissions of Contractor, its officers, employees and agents. Contractor's obligation to indemnify the State shall apply in all cases except for claims arising solely from the State's own negligence or willful misconduct. Contractor waives any rights of subrogation against the State. Contractor's duty to defend begins when the State requests defense of any claim arising from this Contract.
12. **REPRESENTATIONS REGARDING INDEPENDENT CONTRACTOR STATUS.** Contractor represents that it is an independent contractor, as defined in NRS 333.700(2) and 616A.255, warrants that it will perform all work under this contract as an independent contractor, and warrants that the State of Nevada will not incur any employment liability by reason of this Contract or the work to be performed under this Contract. To the extent the State incurs any employment liability for the work under this Contract; Contractor will reimburse the State for that liability.
13. **INSURANCE SCHEDULE.** Unless expressly waived in writing by the Contracting Agency, Contractor must procure, maintain and keep in force for the duration of the Contract insurance conforming to the minimum requirements specified below. Each insurance policy shall provide for a waiver of subrogation against the State of Nevada, its officers, employees and immune contractors as defined in NRS 41.0307, for losses arising from work/materials/equipment performed or provided by or on behalf of Contractor. By endorsement to Contractor's automobile and general liability policies, the State of Nevada shall be named as an additional insured with respect to liability arising out of the activities performed by, or on behalf of Contractor. Contractor shall not commence work before Contractor has provided evidence of the required insurance in the form of a certificate of insurance and endorsement to the Contracting Agency of the State.

A. Workers' Compensation and Employer's Liability Insurance.

- 1) Contractor shall provide proof of worker's compensation insurance as required per Nevada Revised Statutes Chapters 616A through 616D inclusive.
- 2) If Contractor qualifies as a sole proprietor as defined in NRS Chapter 616A.310 and has elected to not purchase industrial insurance for himself/herself, the sole proprietor must submit to the contracting State agency a fully executed "Affidavit of Rejection of Coverage" form under NRS 616B.627 and NRS 617.210.

B. Commercial General Liability – Occurrence Form. The Policy shall include bodily injury, property damage and broad form contractual liability coverage.

- | | |
|----------------------------------------------|-------------|
| 1) General Aggregate | \$2,000,000 |
| 2) Products – Completed Operations Aggregate | \$1,000,000 |
| 3) Personal and Advertising Injury | \$1,000,000 |
| 4) Each Occurrence | \$1,000,000 |

Mail all required insurance documents to the Contracting Agency identified on page one of the Contract.

14. **WAIVER OF BREACH.** Failure to declare a breach or the actual waiver of any particular breach of the Contract or its material or nonmaterial terms by either party shall not operate as a waiver by such party of any of its rights or remedies as to any other breach.
15. **SEVERABILITY.** If any provision contained in this Contract is held to be unenforceable by a court of law or equity, this Contract shall be construed as if such provision did not exist and the non-enforceability of such provision shall not be held to render any other provision or provisions of this Contract unenforceable.
16. **STATE OWNERSHIP OF PROPRIETARY INFORMATION.** Any data or information provided by the State to Contractor and any documents or materials provided by the State to Contractor in the course of this Contract ("State

Materials") shall be and remain the exclusive property of the State and all such State Materials shall be delivered into State possession by Contractor upon completion, termination, or cancellation of this Contract.

17. **PUBLIC RECORDS.** Pursuant to NRS 239.010, information or documents received from Contractor may be open to public inspection and copying. The State may have the duty to disclose unless a particular record is made confidential by law or a common law balance of interests.
18. **GENERAL WARRANTY.** Contractor warrants that all services, deliverables, and/or work products under this Contract shall be completed in a workmanlike manner consistent with standards in the trade, profession, or industry; shall conform to or exceed the specifications set forth in the incorporated attachments; and shall be fit for ordinary use, of good quality, with no material defects.
19. **DISCLOSURES REGARDING CURRENT OR FORMER STATE EMPLOYEES.** For the purpose of State compliance with NRS 333.705, Contractor represents and warrants that if Contractor, or any employee of Contractor who will be performing services under this Contract, is a current employee of the State or was employed by the State within the preceding 24 months, Contractor has disclosed the identity of such persons, and the services that each such person will perform, to the Contracting Agency.
20. **GOVERNING LAW: JURISDICTION.** This Contract and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada, without giving effect to any principle of conflict-of-law that would require the application of the law of any other jurisdiction. The parties consent to the exclusive jurisdiction of and venue in the First Judicial District Court, Carson City, Nevada for enforcement of this Contract, and consent to personal jurisdiction in such court for any action or proceeding arising out of this Contract.
21. **ENTIRE CONTRACT AND MODIFICATION.** This Contract and its Scope of Work constitute the entire agreement of the parties and as such are intended to be the complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Unless otherwise expressly authorized by the terms of this Contract, no modification or amendment to this Contract shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto and approved by the Office of the Attorney General and the State Board of Examiners, as required. This form of Contract, including any amendments to the Contract, is not authorized for use if the "not to exceed" value *Section 4, Consideration* equals or exceeds \$50,000. This Contract, and any amendments, may be executed in counterparts.

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be signed and intend to be legally bound thereby.

Funding Source

BA 5036 Cat. 43


Steven Kieffer

8/6/23
Date

Custom Manufacturing


Josh Bonde

8/7/2023

Date

Nevada State Museum Carson City Director


Myron Freedman

08/15/23

Date

Nevada Division of Museums and History Administrator

Anthony Timmons

09/14/2023

Date

Nevada Board of Museums & History, Chair

Approved as to form by:


Deputy Attorney General for Attorney General

On:

08/16/23

Date



Laurel Weil, Exhibits Manager
Nevada State Museum
600 N. Carson Street
Carson City, NV 89701

July 12, 2023

Dear Laurel;

We propose to furnish and install display cases for the bird exhibit. The cases will be made out of MDF with a maple face if painted or alder if stained. We will build 4 "corner pie" cases and 5 of the 4' straight cases. The price below includes delivery and installation.

Corner pie cases each: \$ 8401.00 x 4 pie cases = \$33,604.00
4' bird display cases each: \$ 6377.00 x 5 bird cases = \$31,885.00
TOTAL = \$65,489.00

To begin work on this project, Custom Manufacturing LLC requires a 50% deposit.
Please provide Custom Manufacturing with your sales tax exemption.

Sincerely,

Steven Kieffer
Custom Manufacturing LLC

A handwritten signature in black ink, appearing to read 'Steven Kieffer', with a stylized 'K' at the end.

NEVADA MUSEUMS & HISTORY

Joe Lombardo | Governor

Myron Freedman | Administrator

Hollis J. Gillespie | Director

NEVADA STATE MUSEUM LAS VEGAS

309 S. Valley View Blvd

Las Vegas, NV 89107

NEVADA

MUSEUMS & HISTORY



NEVADA STATE MUSEUM, LAS VEGAS

REPORT TO THE
BOARD OF MUSEUMS AND HISTORY SEPTEMBER 14, 2023

I. Private Funds Budget Summary B/A 5039

State Fiscal Year 2023
as of 06/30/2023

	<u>GL /Cat#</u>	<u>SFY 2023</u> <u>Budget</u>	<u>Actuals</u> <u>YTD</u>	<u>Percentage</u> <u>YTD</u>	<u>Column5</u>
Cash From Prev Fiscal Year	2511	161,886	161,886	100.00%	
Cash Bal Fwd New Fiscal Year	2512	0	0	0.00%	

Comparison of Revenues Budgeted/ Received:

Photo Sales	4010	65	0	0.00%	
Memberships*	4008	3,460	3,495	101.02%	
Merchandise Sales*	4025	50,000	49,083	98.17%	
Gifts & Donations	4251	2,000	1,525	76.24%	
Private Grants	4265	15,000	4,876	32.50%	
Treasurer's Interest	4326	1,500	2,681	178.71%	
Total Revenues:		<u>\$72,025</u>	<u>\$61,659</u>	85.61%	

Comparison of Expenditures Budgeted/Expended:

Administration	35	38,102	11,224	29.46%	
Collections	39	1,000	0	0.00%	
Natural History	47	1,500	0	0.00%	
Board Appr Special Projects	48	121,584	8,633	7.10%	
Museum Store*	49	30,617	30,155	98.49%	
Special Projects (Restricted)	55	41,106	2,859	6.95%	
Total Expenditures:		<u>\$233,909</u>	<u>\$52,871</u>	22.60%	

Revenue/Expenditure Comparison Narrative:

Consistent with FY 23, 3rd Qtr. The museum held off on normal expenses from the private funds until new staff were in place and their individual work plans written and approved. Some funds were used to cover opening exhibit costs for the Liberace: Real and Beyond show that opened mid June.

Report is through June 30, 2023.

* Further detail available in the identified sections.

II. Museum Store Sales

Gross store sales revenue comparison against three previous fiscal years.

Fiscal Year	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 23	\$3,511	\$3,431	\$4,880	\$2,911	\$3,495	\$2,359	\$4,426	\$3,202	\$5,898	\$4,871	\$4,164	\$5,934	\$49,083
FY 22	\$3,386	\$4,234	\$3,633	\$3,586	\$5,900	\$2,761	\$2,752	\$5,571	\$6,158	\$6,008	\$6,369	\$4,688	\$55,045
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
YTD	\$3,511	\$6,942	\$11,822	\$14,733	\$18,229	\$20,588	\$25,014	\$28,216	\$34,114	\$38,985	\$43,149	\$49,083	\$49,083

YTD COMPARISON

103.69%	91.11%	105.06%	99.29%	87.90%	87.61%	95.28%	88.67%	89.82%	88.63%	85.69%	89.17%
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MONTHLY COMPARISON

103.69%	81.04%	134.32%	81.17%	59.25%	85.45%	160.84%	57.49%	95.78%	81.07%	65.38%	126.60%
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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.

Store sales chart comparison against previous fiscal years.

Nevada State Museum Las Vegas
Report to the Board
September 14, 2023

Museum Store Profit and Loss Chart

FY2023	Revenues	Expenditures			Total	Net	% Net
		Merchandise	Personnel	Oper/Other	Expenditure	Profit (Loss)	Profit (Loss)
July	3,511	-	-	-	-	3,511	100.0%
August	3,431	-	-	-	-	3,431	100.0%
September	4,880	589	-	-	589	4,291	87.9%
October	2,911	-	-	-	-	2,911	100.0%
November	3,495	431	-	1,388	1,819	1,676	48.0%
December	2,359	-	-	7,057	7,057	(4,698)	(199.1%)
January	4,426	3,976	-	6,091	10,067	(5,641)	(127.5%)
February	3,202	778	-	1,939	2,717	485	15.1%
March	5,898	769	-	1,619	2,389	3,509	59.5%
April	4,871	574	-	1,238	1,812	3,059	62.8%
May	4,164	940	-	2,067	3,007	1,157	27.8%
June	5,934	106	-	593	699	5,236	88.2%
FY23 Total	49,083	8,164	-	21,992	30,155	18,928	38.6%
FY22 Total	55,045	15,090	-	20,020	35,110	19,935	36.2%
FY21 Total	17,334	402	-	1,580	1,982	15,352	88.6%
FY20 Total	36,342	21,670	-	2,931	24,600	11,742	32.3%

Museum Store Sales Narrative:

Late opening of the store budget meant catch up for the first three quarters. In all, revenues held similarly to the previous FY, but an over expense in temporary Manpower labor exerted pressure on adding inventory to finish the year in higher sales.

IV. Membership Program

Membership Figures

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

Membership	<u>Qtr 1</u>		<u>Qtr 2</u>		<u>Qtr 3</u>		<u>Qtr 4</u>		<u>TOTAL</u>		<u>TOTAL</u>
	<u>July - Sep</u>		<u>Oct - Dec</u>		<u>Jan - Mar</u>		<u>April - June</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>	<u>Combined</u>
Individual	4	2	3	0	1		2	0	10	2	12
Family	6	2	7	2	5	1	23	0	41	5	46
Sustaining	0	1	0	2			0	0	0	3	3
Contributing	0	0	0	0	0	0	0	0	0	0	0
Patron	0	0	0	0	0	0	0	0	0	0	0
Benefactor	0	0	0	0	0	0	0	0	0	0	0
Senior	4	0	2	2	5		5	0	16	2	18
Student	0	0	0	0	0	0	0	0	0	0	0
FY 23	14	5	12	6	11	1	30	0	67	12	79
FY 22	3	8	5	15	3	4	9	17	20	44	64
FY 21	7	13	9	5	19	5	12	31	32	54	86
FY 20	18	41	7	23	6	15	0	31	31	110	141
YTD	14	5	26	11	37	12	67	12	67	12	79

YTD COMPARISON

466.67% 62.50% 325.00% 47.83% 336.36% 44.44% 335.00% 27.27%

QUARTERLY COMPARISON

466.67% 62.50% 240.00% 40.00% 366.67% 25.00% 333.33% 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 three 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 23	\$0	\$0	\$655	\$255	\$90	\$0	\$460	\$50	\$930	\$300	\$355	\$400	\$3,495
FY 22	\$0	\$370	\$180	\$370	\$120	\$230	\$135	\$240	\$140	\$110	\$410	\$80	\$2,385
FY 21	\$215	\$20	\$55	\$330	\$315	\$170	\$0	\$100	\$525	\$640	\$760	\$330	\$3,460
FY 20	\$940	\$885	\$745	\$2,190	\$2,105	\$1,070	\$521	\$129	\$380	\$0	\$0	\$0	\$8,965
YTD	\$0	\$0	\$655	\$910	\$1,000	\$0	\$1,460	\$1,510	\$2,440	\$2,740	\$3,095	\$3,495	\$3,495

YTD COMPARISON

#DIV/0!	0.00%	119.07%	98.90%	96.14%	0.00%	103.90%	91.79%	136.69%	144.59%	134.26%	146.53%
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MONTHLY COMPARISON

#DIV/0!	0.00%	363.69%	68.92%	75.00%	0.00%	340.74%	20.90%	664.29%	272.73%	86.55%	500.00%
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Year-to-Date Comparison compares the cumulative year to date figures against the same time period in the previous year.
Monthly Comparison compares the current month of the current year against the same month in the previous year.

Membership Program Narrative

The museum membership program continues with slow improvement simply because there is no available staff to move this forward now. As the museum begins filling its multiple vacancies, membership will be a priority for a new Museum Attendant and Administrative Assistant 3, guided by the Administrative Assistant IV. Moreover, visitor choice of Springs Preserve Membership and a Museum Membership with reciprocal entry cannibalizes our ability to differentiate our unique mission and comparative benefits.

V. Museum Attendance

Attendance chart comparison against three 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 23	5106	4805	3493	3429	4027	3444	9473	7451	5838	7852	6241	6040	67199
FY 22	3423	2552	2996	4250	5931	3384	4126	4562	4602	7064	6155	4228	53273
FY 21	273	0	204	593	1713	0	3832	0	0	2524	4375	1238	14752
FY 20	5571	4939	4053	5736	5105	4039	5125	6222	3403	0	0	0	43193
YTD	14,373	12,296	10,746	14,008	16,776	10,867	22,556	18,235	13,843	17,440	16,771	11,506	178,363

YTD COMPARISON

281.49% 124.06% 80.17% 83.22% 80.42% 44.71% 66.78% 44.23% 29.41% 31.76% 27.42% 17.12%

MONTHLY COMPARISON

67.04% 53.11% 85.77% 123.94% 147.28% 98.26% 43.56% 61.23% 78.83% 89.96% 98.62% 70.00%

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.

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 23	\$0	\$53,740	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$53,740
FY 22	\$53,172	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$53,172
FY 21	\$53,172	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$53,172
FY 20	\$53,172	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$53,172
YTD	0	53,740	0	0	0	0	0	0	0	0	0	0	53,740

YTD COMPARISON

0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00%

MONTHLY COMPARISON

0.00% #DIV/0! #DIV/0! #DIV/0! #DIV/0! #DIV/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.

Museum Attendance Narrative:

We have been pleased with our consistent, high monthly attendance. DCTA support of museums promotion and in-house staffing working on posting regularly to social media platforms had helped give a jolt to our number of visitors and engagement. In addition, the Springs Preserve has likewise enjoyed increased attendance and their efforts to advertise and include the museum in the SP experience is to our benefit. Lastly, we opened the first full scale original exhibit since 2014 with great exposure. We expect to count even higher attendance in FY24 as a result.

VI. Fundraising Activities:

With the Curator of History and Material Culture, the museum individually has profited from a number of monetary and in kind donations- especially as it related to the new Liberace exhibit. We decided to pitch new donations to support our exhibits program since the state budget reduced our annual exhibits subsidy from \$20K to \$6300 after pandemic budget constraints. With a five year, two major exhibits per year plan, this will be an area that will require a strong and consistent fundraising initiative.

VII General Museum Activities

History and Material Culture

Josef Diaz, Curator

- On Friday June 23, The Nevada State Museum opened, Liberace: Real and Beyond. We had approximately 165 guests attend the reception and opening. It has also received good press appearing in the Las Vegas Weekly twice and has had three spots on the morning news on three different networks.
- Josef Diaz, Curator of History and Material Culture continues to do research and planning for the exhibit The Old Spanish Trail: Connecting a Network of Paths opening on January 26, 2024 and running through June 3, 2024 There will be a robust schedule of public programs to accompany each exhibit.
- The exhibits committee has developed an exhibition schedule that goes up to the Summer of 2026. There will be two rotating exhibits each year.
- The museum will be receiving the Clara Bow and Rex Bell collection in September 2024. This is a large collection that the curatorial department will be processing over several months.
- A case exhibit is being developed with recent acquisitions to the museum. This will open at the end of August 2024.

Natural History

- We completed our national search for a Curator of Natural History. We had over 25 applicants and interviewed seven. We had two finalists and selected Rick Gawne, PhD who will start mid September. Dr Gawne trained as an entomologist at Duke University but has worked in museum natural history collections at Harvard University, Tufts, the Smithsonian Institution and in Copenhagen. We are excited about his arrival to the team.

Library, Manuscripts, and Photographs

Maggie Gaspar, Curator

- In early April I returned from maternity leave. While on maternity leave, I signed a contract with Arcadia Publishing to work on a book about Las Vegas history titled *Las Vegas Then and Now* . The book will take 82-86 historic photographs of locations and buildings around Las Vegas from the Nevada State Museum, Las Vegas Photograph Collection and pair them with 82-86 modern photographs of the same location. The photograph pairs will be accompanied by a caption that explains what the location used to be and what occupies the land now as well as dates for the locations. The deadline to turn in all materials is in April of 2024. In light of this, I spent much time working on the book locating photographs, identifying locations of bygone building, checking dates, writing captions, and taking the modern images.
- When I was on maternity leave, research requests coming into the Cahlan Research Library were placed on hold. When I returned, I began to answer the requests and questions that came in expeditiously. I answered twenty-five requests that came in while I left, totaling 28 hours of work. I also continued to answer the research request and questions that came from April 1 – June 30; totaling 16 queries and taking 24 hours of time. Of note, I helped a documentary film maker who is working on a Helldorado documentary funded the City of Las Vegas Centennial Grant and a another requests from the television show, ABC 20/20 who are working on a segment about Lake Mead.
- I continued to process collections and create catalogue records for them. I processed and created 108 photograph records and 4 archival collections.

•I continue to serve on the State Historic Records Advisory Board and attended their most recent meeting. I am also part of a working group comprised of Sarah Patton (Nevada Historical Society), Cyndi Shein (State Archivist), and Bobbi Rahder (Stewart Indian School and Cultural Center) which is working together on a National Endowment for the Humanities Grant to improve public access to our archival collections.

Collections and Registration

Melanie Coffee, Curator

Activities summary:

•Liberace exhibit processing and install, re-organizing collections storage, Past Perfect data integrity improvements and processing back-logged accessions have been main priority.

•Exhibits: - Liberace: Real and Beyond - drafted loan agreements, condition reported and photographed all incoming artifacts (52 items). Assisted exhibits team with installation. - Lilly Fong case – rotated textiles off exhibit, replaced with new textiles. Updated labels.

•Loans: Expired Incoming Loans – 3 expired loans renewed. Incoming Loans Returned – Nevada Museum of Art: Paul Revere Williams

•Collections storage re-organization: 1048 Objects relocated / new objects placed in storage, with locations updated in Past Perfect. 50+ firearms and ammunition previously stored on unsecure open shelving now secured in a cabinet.

□Past Perfect Data Improvement: Inconsistent location clean-up: Between 10,000-20,000 entries—can now export box lists Status Field Consistency - entered / updated – 2144 Adding DEAI search terms to objects – making the database more inclusive. Natural History Objects added to Permanent Exhibit List: 99

•Object Processing: Backlogged Accessions: Unprocessed textiles in freezer – dermestids Missing objects located: 3 Boxes of books for Library: Incoming Freeze treatment - 50

Learning and Community Engagement

Jordan Canal, Curator

• Discovery Saturdays:

Month	Adults	Children	TOTAL
April	110	115	320
May	85	110	195
June	0	0	0

Totals not reflecting adults and children totals are from weekends when no distinction was made between the two age groups.

This is a free drop-in all ages program with activities surrounding a theme tied to the museum or special recognition days. Discovery Saturdays take place most Saturdays between 1-3 pm in the museum’s Education Room. The Education Room and Discovery Saturdays were closed in the month of June for updates. Currently, we are planning Discovery Saturday activities for upcoming special events or festivals.

• Field Trips:

Month	Children	Adults	Schools	Total
April	28	6	1	32
May	177	25	3	202
June	0	0	0	0

Several field trips scheduled in April through June were cancelled or did not warn us of their changed plans and failed to show. This summer the Field Trip program was refurbished with three new themes for classes to focus on: Natural Nevada, Nevada Past to Present, and Nevada State Symbols. The website has been updated to better represent the museum to teachers looking for an educational excursion in Las Vegas.

Looking forward:

We are trying to work with the Springs to have groups who register for field trips or group tours with them, also register with us.
We are in the process of trying to add more exciting add-ons to the tour experience, such as craft or science activities, potentially for a minimal fee.
Planning to develop a Museum Guide program to assist with leading field trips and tours.

• Museum in a Box:

We used the summer months to send out surveys to past teacher participants, inventory the boxes, and start making updates to ensure the Teacher Handbooks are in good condition and uniform. We have also reduced the allotment of bookings per teacher to ensure there are enough materials available to a greater number of schools. The Museum in a Box pages on the website and reservation platform have also been updated to be clearer in terms.
We are currently still in the process of reviewing all the boxes and their contents. Four of the themes are currently available for 2023-2024 bookings, with the other four themes in the process of being updated.

Looking forward:

Updating the remainder of the boxes so that they can go online for reservations to schools.
Developing new themes where needed through community partnerships.

• Upcoming Special Events:

Nevada Day - October 27th, 10 am- 4pm
Activities in the Education Room surrounding Nevada’s history. Pop-ups in the Permanent Gallery space (Friends dressed as historical figures). A table at the Springs Preserve with take-aways.
Dia de Muertos - November 2-4th, various times
Movie screening of Coco, with a possible tequila tasting and introduction to the traditions shown in the film.
Community ofrenda in the museum lobby
Discovery Saturday will feature crafts surrounding Dia de Los Muertos traditions (we are currently working on booking a guest artist)

Nevada State Museum Las Vegas

Report to the Board

September 14, 2023

•Volunteers:

Area	Individuals	Hours
Collections	2	20
Education	9	21.5
Exhibits	3	19
Galleries	0	0
Library	0	0
Natural History	1	39.5

Between April and June, we had a total of 15 individuals volunteer 100 hours. Two assisted in collections, a long-term volunteer works a few days per month with the Natural History collections, and three volunteers assisted the exhibits team in preparing for the Liberace: Real & Beyond exhibition. Springs Preserve was supplying volunteers to assist with Discovery Saturday activities, but this ceased once the Education Room closed for updates in June. We recently made calls for volunteers and are onboarding them. Staff have been responsive in relaying their needs to assist with the placement of individuals who have shown interest in volunteering in their areas.

• Looking Forward:

Currently reviewing to update the Volunteer Manual and documents. Will create a volunteer training for incoming volunteers.

Developing a Museum Guide program to assist with Field Trips, Group Tours, and daily interactions in the galleries.

Exhibits

Wes Southerland, Exhibits Manager

☐Liberace: Real and Beyond was installed and completed. This was a large-scale and complex exhibit to build and could not have been done without the extra help from museum staff and volunteers. I would like to thank Tom Dyer (Volunteer), Matt Purvis (Volunteer), Jordan Canal (Curator of Learning and Community Engagement), Maggie Gaspar (Curator of Library, Manuscripts and Photographs), Melanie Coffee (Curator of Collections), Raul Cuellar (Facilities Supervisor III), Brenda Isaacs (Building Services) and Adrienne Villanueva (Administrative Assistant III.) They all worked extended hours and regular days off to help complete the installation and should be recognized for the work they did. The exhibit opened, June 23rd, 2023. It was a successful opening with 176 people in attendance. We have discovered some issues with visitors touching artifacts. We have added taller “Please don’t touch” signs and pulled some of the stanchions further out from the platforms, and the touching has come down considerably. Volunteer or museum security remain in the gallery during public hours to protect the artifacts from visitor physical contact.

- We are currently in the artifact selection and gallery design phase on The Old Spanish Trail exhibit and will be in production and fabrication during the next several months.

- We exchanged a dress on exhibit from the Lilly Fong case in Curator’s Canyon and are ready to change the Greeno collection case very soon.

☐We have made new Discovery Saturdays posters to distinguish the Nevada State Museum, Las Vegas from the Springs Preserve and give us more of our own identity. One poster is placed down at the Springs ticking area.

- We have started a major artifact cleaning, and case cleaning on the inside of all cases in the Permanent Gallery for the next several months.

Facility Maintenance

Raul Cuellar, Facilities Supervisor

• CIP PROJECT

Coordinated with Public Works and various contractors for the CIP project that's replacing all chillers, boilers, water heaters and FM200 fire suppressant tanks.

Commissioning of Building

Pre-construction meeting for new CIP project (roof hoist installation).

• CUSTODIAL DEPT.

Manpower was hired to help from 5/19-5/22.

Maintain and attend grand opening of Liberace event.

• SECURITY DEPT.

Changing gallery has a stationed guard.

Inspect fire extinguishers monthly.

Secured gallery grand opening of Liberace event.

• MAINTENANCE DEPT.

Replaced bad smoke detectors.

Walk-through and proposals for Fire Safety 4/5 and 4/26.

Elevator inspections.

Walk-through and proposal for HVAC 6/14

Store

Lara Brown, Store and Museum Attendant

• Store sales were good this quarter considering the lack of inventory. No purchasing has been done for the store since early May due to the annual procedure of the private budget being closed early in preparation for the end of the fiscal year. Store staff has done an excellent job of spreading inventory out and bringing in donated items to keep the store looking full.

NEVADA MUSEUMS & HISTORY

Joe Lombardo | Governor

Myron Freedman | Administrator

Catherine Magee | Director

NEVADA HISTORICAL SOCIETY

1650 North Virginia Street

Reno, NV 89503

NEVADA

MUSEUMS & HISTORY



NEVADA HISTORICAL SOCIETY

REPORT TO THE
BOARD OF MUSEUMS AND HISTORY SEPTEMBER 14, 2023

I. Private Funds Budget Summary B/A 5035

State Fiscal Year 2023
as of 06/30/2023

	<u>GL /Cat#</u>	<u>SFY 2023</u> <u>Budget</u>	<u>Actuals</u> <u>YTD</u>	<u>Percentage</u> <u>YTD</u>
Cash From Prev Fiscal Year	2511	2,027,105	2,027,105	100.00%
Cash Bal Fwd New Fiscal Year	2512	0	0	0.00%

Comparison of Revenues Budgeted/ Received:

Memberships*	4008	27,686	23,850	86.14%
Photograph Sales	4010	2,590	880	33.98%
Printing Sales	4011	1,137	609	53.58%
Merchandise Sales*	4025	3,013	10,040	333.23%
Gifts & Donations	4251	3,258	375	11.51%
Private Grants	4265	6,419	21,585	336.26%
Treasurer's Interest	4326	20,121	32,063	159.35%
Trans Museum Ded Trust	4665	0	0	0.00%
Total Revenues:		\$64,224	\$89,401	139.20%

Comparison of Expenditures Budgeted/Expended:

Administration	35	37,407	15,891	42.48%
Nevada Historical Quarterly	37	38,968	29,539	75.80%
Museum Store*	41	8,717	5,298	60.77%
Board Appr Special Projects	48	270,676	4,270	1.58%
Photo	49	2,800	1,451	51.81%
Special Projects (Restricted)	55	1,720,016	47,685	2.77%
Total Expenditures:		\$2,078,584	\$104,134	5.01%

Available Unrestricted Cash 340,041

Revenue/Expenditure Comparison Narrative:

The above figures reflect fiscal year 2023 revenues and expenditures as of June 30, 2023.
* Further detail available in the below identified sections.

Report is through June 30, 2023.

* Further detail available in the identified sections.

II. Museum Store Sales

Gross store sales revenue comparison against three previous fiscal years.

Fiscal Year	<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 2023	457	1,061	492	1,166	242	1,227	665	1,060	1,836	639	713	483	10,040
FY 2022	2,279	378	532	876	478	1,732	357	153	1,869	273	292	3,017	12,237
FY 2021	93	-	-	927	513	685	131	12	198	20	378	57	3,013
FY 2020	1,335	946	1,070	701	847	1,775	1,019	1,598	451	75	70	(4)	9,884
YTD	457	1,518	2,010	3,176	3,418	4,645	5,310	6,369	8,206	8,844	9,557	10,040	10,040

<u>YTD COMPARISON</u>	20.05%	57.12%	63.04%	78.13%	75.24%	74.02%	80.06%	93.87%	94.81%	99.06%	103.66%	82.05%
<u>MONTHLY COMPARISON</u>	20.05%	280.38%	92.65%	133.05%	50.64%	70.81%	186.31%	691.64%	98.24%	233.53%	244.14%	16.01%

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.

Store sales chart comparison against previous fiscal years.
Chart will be updated for next scheduled Board of Museums and History meeting.

Nevada Historical Society
Report to the Board
September 14, 2023

Museum Store Profit and Loss Chart

FY2023	Revenues	Expenditures				Total	Net	% Net
		Merchandise	Personnel	Oper/Other	Expenditure		Profit (Loss)	Profit (Loss)
July	457	-	-	-	-	457		100.0%
August	1,061	-	-	-	-	1,061		100.0%
September	492	227	-	-	227	265		53.9%
October	1,166	-	-	-	-	1,166		100.0%
November	242	170	12	-	182	60		24.7%
December	1,227	75	-	-	75	1,152		93.9%
January	665	322	-	-	322	343		51.6%
February	1,060	247	-	-	247	812		76.7%
March	1,836	374	-	-	374	1,462		79.6%
April	639	177		600	777	(138)		(21.7%)
May	713	1,648		1,231	2,879	(2,166)		(303.9%)
June	483	216			216	267		55.3%
FY23 Total	10,040	3,455	12	1,831	5,298	4,742		47.2%
FY22 Total	12,237	1,635	24	3,662	2,910	9,326		76.2%
FY21 Total	3,013	4,120	48	1,080	5,248	(2,235)		(74.2%)
FY20 Total	9,884	4,661		2,201	6,863	3,021		30.6%

Museum Store Sales Narrative:

Sales in the museum store reflect new inventory purchases made by Tiffany Jones Administrative Assistant and the NHS Store Manager. She accessed the past sales and the inventory needs and purchased new merchandise, including purchasing children's books. She is also purchasing inventory related to our special events. The updated and expanded merchandise is selling well. Report reflects activity through June 30, 2023.

IV. Membership Program

Membership Figures

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

Membership Categories	<u>Qtr 1</u> <u>July - Sep</u>		<u>Qtr 2</u> <u>Oct - Dec</u>		<u>Qtr 3</u> <u>Jan - Mar</u>		<u>Qtr 4</u> <u>April - June</u>		<u>TOTAL</u>		<u>TOTAL</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>	<u>New</u>	<u>Renew</u>	<u>Combined</u>
Individual	10	29	9	47	14	42	6	41	39	159	198
Family	6	17	3	22	13	18	3	15	25	72	97
Sustaining	1	21	1	13	0	19	0	10	2	63	65
Contributing	0	0	0	1	0	2	0	1	0	4	4
Patron	0	0	0	0	0	0	0	2	0	2	2
Benefactor	0	0	0	0	0	0	0	0	0	0	0
Senior	2	14	3	13	8	11	7	7	20	45	65
Student	0	0	2	0	1	0	0	0	3	0	3
FY 23	19	81	18	96	36	92	16	76	89	345	434
FY 22	2	60	11	66	12	99	0	144	25	363	388
FY 21	6	82	4	90	11	99	0	42	21	313	334
FY 20	43	75	15	67	18	188	0	0	76	330	406
YTD	19	81	37	177	73	269	89	345	89	345	434

YTD COMPARISON

950.00% 135.00% 284.62% 140.48% 292.00% 119.56% 356.00% 93.50%

QUARTERLY COMPARISON

950.00% 135.00% 163.64% 145.45% 300.00% 92.93% #DIV/0! 52.78%

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 three 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 23	\$0	\$2,375	\$2,725	\$995	\$1,855	\$2,430	\$2,830	\$1,115	\$3,130	\$2,860	\$580	\$2,955	\$23,850
FY 22	\$1,365	\$315	\$2,300	\$300	\$1,760	\$3,595	\$2,300	\$2,510	\$3,590	\$505	\$620	\$1,685	\$20,845
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
YTD	\$0	\$2,375	\$5,100	\$6,095	\$7,950	\$10,380	\$13,210	\$14,325	\$17,455	\$20,315	\$20,895	\$23,850	\$23,850

YTD COMPARISON

0.00% 141.37% 128.14% 142.41% 131.62% 107.73% 110.68% 99.17% 96.78% 109.57% 109.06% 114.42%

MONTHLY COMPARISON

0.00% 753.97% 118.48% 331.67% 105.40% 67.59% 123.04% 44.42% 87.19% 566.34% 93.55% 175.37%

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

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

Membership Program Narrative

The NHS also has institutional memberships with 0 renewals this quarter. The NHS docents provide membership functions: send out and process renewals and update our membership database. They are working in conjunction with Tiffany Jones who also oversees membership. This reflects memberships through June 30, 2023.

V. Museum Attendance

Attendance chart comparison against three 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 23	254	60	169	239	144	222	87	330	558	483	351	236	3133
FY 22	84	54	50	114	87	239	80	295	137	170	317	136	1,763
FY 21	20	36	36	63	36	2	32	56	70	41	16	39	447
FY 20	578	227	243	388	349	243	334	347	215	0	0	0	2,924
YTD	254	314	483	722	866	1,088	1,175	1,505	2,063	2,546	2,897	3,133	3,133

YTD COMPARISON

302.38% 227.54% 256.91% 239.07% 222.62% 173.25% 165.96% 150.05% 180.96% 194.35% 178.06% 177.71%

MONTHLY COMPARISON

302.38% 111.11% 338.00% 209.65% 165.52% 92.89% 108.75% 111.86% 407.30% 284.12% 110.73% 173.53%

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

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

Attendance Receipts

	<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 23	\$74	\$70	\$108	\$240	\$150	\$156	\$276	\$402	\$822	\$396	\$254	\$198	\$3,146
FY 22	\$315	\$180	\$115	\$15	\$182	\$102	\$102	\$54	\$254	\$192	\$162	\$294	\$1,967
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
YTD	74	144	252	492	642	798	1,074	1,476	2,298	2,694	2,948	3,146	3,146

YTD COMPARISON

23.49% 29.09% 41.31% 78.72% 79.55% 87.79% 106.23% 138.59% 174.22% 178.29% 176.21% 159.94%

MONTHLY COMPARISON

23.49% 38.89% 93.91% 1600.00% 82.42% 152.94% 270.59% 744.44% 323.62% 206.26% 156.79% 67.35%

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 NHS Research Library is open by appointment Saturday from 12:00 to 4:00. The Museum Gallery is open to the public Wednesday-Saturday 10:00 AM to 4:00 PM. 90 library visitors, 1071 gallery visitors; 430 field trip students and 79 chaperones for school tours this quarter.

131% increase in school tour participants for FY23 compared to FY22

72% increase in attendance for April-June of 2023

78% increase in attendance for FY23 compared to FY22

NOTE: April- June of FY21 was updated in this report using visitor sign in sheets rather than the POS system reports as the POS was not functioning during this quarter om FY21.

VI. Fundraising Activities:

Our docent volunteer hours: April 540.5, May 604.5, June 678
A high school intern returned for a second internship: 20 hours
Total volunteer hours donated this quarter: 1843 hours
Total value of donated time: \$55,197.85*
* based on accepted rate of \$29.95/hour

VII General Museum Activities

Critical Need for Drive Space and Long-term Archival Digital Storage:

Due to continued born-digital acquisitions and on-going digitization efforts, the NHS is out of server storage space.

This, coupled with the state mandated directive to preserve all collections including our digital collections in perpetuity, requires the need to purchase appropriate, long-term archival digital storage.

Discussions with Administrator Freedman and Chief Technical Officer / ISO Ron Webster resulted in the solution to rent 30TB of “cloud” space from state of Nevada EITS.

The augmentable EITS cloud server space ensures compliance with all state of Nevada security protocols and can be overseen by Ron Webster. The augmentable EITS cloud server space can also be set up to meet archival long-term digital storage requirements including those outlined by the Library of Congress and Society of American Archivists.

The funding for this need is under discussion at the time of writing this report.

On Exhibition:

"Landscapes, Skyscapes & Great Escapes" photography by Mark Vollmer

Educational Tours:

June 5th 11:00- 2:00 pm—**World-Famous Mustang Ranch Brothel Tour and Luncheon**

Events:

April 2023

6th 10-11:30 am—**Docent Council Luncheon**

12th 5-6:30 pm—**Writers' Wednesday**—Stephen H. Provost, *Goldfield Century: Nevada Boomtown*.

15th 1-2:30pm—**AGA Fireside Chat**—Michael Fischer, speaker and Howard Herz, moderator, *The Bank Club*.

20th 12-1:30 pm—**High Noon**—Joe Curtis, *Virginia City, the Great Fire, October 26, 1875*.

May 2023

4th 10:30-12 pm—**Docent Council Lecture**—*Sarah Patton*

6th 10-12pm—**Docent Orientation** (for new volunteers)

10th 5-6:30 pm—**Writers' Wednesday**—Michael Makley, *Imposing Order Without Law: American Expansion to the Eastern Sierra, 1850–1865*.

13th 1-2:30pm—**NEW Lake Tahoe Lecture Series**—Susan Magee Clemons, Glenbrook Historical Society President, *Glenbrook: from Timber to Tourism*.

X. NHS Quarterly

The 2023 *Nevada Historical Society Q (NHSQ)* is in production with William Rowley as the contract Editor-in-Chief.

The NHSQ is on track to become a hybrid digital/print publication for calendar year 2023. Magee made corrections to the contract for Johns Hopkins University hosting the *NHSQ* on Project Muse.

Project MUSE will provide the online access for paid subscriptions to *NHSQ* and the "best of" end of year *NHSQ* will be printed and sent to subscribers once a year.

XI. Mission Statement

The Nevada Historical Society was founded in 1904

Mission

The Nevada Historical Society collects and preserves our state's cultural heritage to make it accessible to everyone through education, research, and exhibitions about the people, places, and events that shape Nevada.

Vision

The Nevada Historical Society encourages the spirit of discovery and pursuit of knowledge to enrich lives through history.

We strive to be:

- A diverse and inclusive educational institution that reflects the histories of all Nevadans.
- A valuable resource that illuminates our past, connects us to the present, and inspires us for the future.
- An accessible destination for education, research, and public programs.

XII. Current Operations

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

Catherine Magee, Director
August 16, 2023



NEVADA MUSEUMS & HISTORY

Joe Lombardo | Governor

Myron Freedman | Administrator

Christopher MacMahon | Director

NEVADA STATE RAILROAD MUSEUM

600 Yucca Street

Boulder City, NV 89005

NEVADA

MUSEUMS & HISTORY



NEVADA STATE RAILROAD MUSEUM-BOULDER CITY

REPORT TO THE
BOARD OF MUSEUMS AND HISTORY SEPTEMBER 14, 2023

I. Private Funds Budget Summary B/A 5037-02

<u>State Fiscal Year 2023</u>	<u>GL /Cat#</u>	<u>SFY 2023 Budget</u>	<u>Actuals YTD</u>	<u>Percentage YTD</u>
As of 06/30/2023				
Cash From Prev Fiscal Year	2511	347,529	347,529	100.00%
Cash Bal Fwd New Fiscal Year	2512	0	0	0.00%
<u>Comparison of Revenues Budgeted/ Received:</u>				
Facilities Charge	3801	2,000	0	0.00%
Merchandise Sales*	4025	25,732	23,937	93.02%
Gifts & Donations	4251	73	1,638	2243.84%
Private Grants	4265	3,800	0	0.00%
Friends of the RR	4266	1,809	1,443	79.75%
Total Revenues:		\$33,414	\$27,018	80.86%
<u>Comparison of Expenditures Budgeted/Expended:</u>				
Board Appr Special Projects	48	37,349	5,051	13.52%
Boulder City Railroad	52	24,109	22,503	93.34%
Special Projects (Restricted)	55	319,485	20,314	6.36%
Total Expenditures:		\$380,943	\$47,868	12.57%

Revenue/Expenditure Comparison Narrative:

Nothing to report.

Report is through June 30, 2023

* Further detail available in the identified sections.

II. Museum Store Sales

Gross store sales revenue comparison against three previous fiscal years.

Fiscal Year	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 23	\$274	\$1,279	\$1,184	\$4,043	\$2,069	\$1,629	\$1,246	\$2,323	\$2,590	\$2,563	\$2,467	\$2,271	\$23,937
FY 22	\$497	\$496	\$1,329	\$1,782	\$2,441	\$2,539	\$1,520	\$2,629	\$3,079	\$3,135	\$2,161	\$544	\$22,155
FY 21	\$85	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$647	\$732
FY 20	\$1,578	\$1,042	\$1,838	\$2,303	\$2,307	\$4,833	\$1,026	\$1,653	\$952	\$0	\$0	\$0	\$17,533
YTD	\$274	\$1,553	\$2,737	\$6,780	\$8,849	\$10,477	\$11,723	\$14,046	\$16,637	\$19,199	\$21,666	\$23,937	\$23,937

YTD COMPARISON

55.15% 156.34% 117.83% 165.18% 135.19% 115.33% 110.54% 106.13% 101.98% 98.71% 100.26% 108.04%

MONTHLY COMPARISON

55.15% 257.61% 89.05% 226.91% 84.75% 64.14% 81.92% 88.36% 84.11% 81.74% 114.11% 417.60%

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

Store sales chart comparison against previous fiscal years.
Chart will be updated for next scheduled Board of Museums and History meeting.

Nevada State Railroad Museum-Boulder City
Report to the Board
September 14, 2023

Museum Store Profit and Loss Chart

FY2023	Revenues	Expenditures			Total	Net	% Net
		Merchandise	Personnel	Oper/Other	Expenditure	Profit (Loss)	Profit (Loss)
July	274	-	-	-			0.0%
August	1,279	-	-	30			0.0%
September	1,184	-	-	232			0.0%
October	4,043	4,128	-	364			0.0%
November	2,069	-	-	602			0.0%
December	1,629	3,674	-	253			0.0%
January	1,246	953	-	140			0.0%
February	2,323	-	-	198			0.0%
March	2,590	1,232	-	455			0.0%
April	2,563	1,424	-	273			0.0%
May	2,467	-	-	1,275			0.0%
June	2,271	7,246	-	24			0.0%
FY23 Total	23,937	18,656	-	3,847	22,503	1,434	6.0%
FY22 Total	22,155	9,228		4,627	13,855	8,300	37.5%
FY21 Total	732	111		367	478	254	34.7%
FY20 Total	85,977	45,208	57,275	5,411	107,894	(21,917)	(25.5%)

Museum Store Sales Narrative:

The museum continues to experience problems with poor internet connectivity which resulted in multiple weekends of internet outages where the museum could not process credit cards. Staff are looking at possibly switching internet service providers due to repeated outages and poor customer service.

IV. Membership Program

Membership Figures

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

Membership	<u>Qtr 1</u>		<u>Qtr 2</u>		<u>Qtr 3</u>		<u>Qtr 4</u>		<u>TOTAL</u>		<u>TOTAL</u>
Categories	<u>July - Sep</u>		<u>Oct - Dec</u>		<u>Jan - Mar</u>		<u>April - June</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>	<u>New</u>	<u>Renew</u>	<u>Combined</u>
Individual									0	0	0
Family									0	0	0
Sustaining									0	0	0
Contributing									0	0	0
Patron									0	0	0
Benefactor									0	0	0
Senior Couple									0	0	0
Senior											
Students											
Lifetime											
FY 23	0	0	0	0	0	0	0	0	0	0	0
FY 22	0	0	0	0	0	0	0	0	0	0	0
FY 21	11	53	9	55	20	105	26	69	66	282	348
FY 20	9	115	10	98	12	72	9	128	40	413	453
YTD	0	0	0	0	0	0	0	0	0	0	0

YTD COMPARISON

0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00%

QUARTERLY COMPARISON

0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00%

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

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

Membership Program Narrative

NSRMBC has no state membership program. Instead, individuals wanting to support the museum do so by joining/supporting the *Friends of the Nevada Southern Railway*.

Total Memberships: 323 representing 778 individuals

Family: 151

Individual: 17

Volunteer: 147

Honorary: 8

V. Museum Attendance

Attendance chart (Train Ridership Only)

	<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 23	172	877	1,002	5,476	1,301	11,473	1156	1469	2263	2732	1437	1207	30565
FY 22	395	520	1,072	1,652	1,379	8,679	1246	2218	1685	1503	2935	870	24,154
FY 21	0	0	0	404	306	0	0	93	473	279	1,266	735	3,556
FY 20	791	698	1,459	796	791	7,021	1,272	2,148	716	0	0	0	15,692
YTD	172	1,049	2,051	7,527	8,828	20,301	21,457	22,926	25,189	27,921	29,358	30,565	30,565

YTD COMPARISON

43.54% 114.64% 103.22% 206.84% 175.93% 148.21% 143.59% 133.59% 133.66% 137.21% 126.09% 126.54%

MONTHLY COMPARISON

43.54% 168.65% 93.47% 331.48% 94.34% 132.19% 92.78% 66.23% 134.30% 181.77% 48.96% 138.74%

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

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

Attendance Traffic (Display Pavilion Only)

	<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 23		1,957	644				1,865	1,785	5,472	3,889	3,856	1,707	21,175
FY 22	379	469	728	935	1,173	885	0	0	0	4,737	3,567	2,903	15,776
FY 21	1,208	907	1,024	654	424	339	399	502	616	717	936	899	8,625
FY 20	2,380	1,189	594	1,774	1,062	2,865	857	1,502	512	0	0	0	12,735
YTD	0	1,957	2,601	0	0	0	4,466	6,251	11,723	15,612	19,468	21,175	21,175

YTD COMPARISON

0.00% 230.78% 165.04% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 167.76% 151.23% 134.22%

MONTHLY COMPARISON

0.00% 417.27% 88.46% 0.00% 0.00% 0.00% #DIV/0! #DIV/0! #DIV/0! 82.10% 108.10% 58.80%

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 museum continues to experience problems with its beam splitter. A more accurate means of tracking attendance is needed.

Nevada State Railroad Museum-Boulder City
Report to the Board
September 14, 2023

Train Ride 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 23	\$15,346	\$22,171	\$15,676	\$21,699	\$60,178	\$59,422	\$84,908	\$10,955	\$15,994	\$14,973	\$21,662	\$9,540	\$352,524
FY 22	\$8,230	\$519	\$7,245	\$10,748	\$9,860	\$72,063	\$91,776	\$13,555	\$50,684	\$37,050	\$55,607	\$37,320	\$394,657
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
YTD	\$15,346	\$37,517	\$53,193	\$74,892	\$135,070	\$194,492	\$279,400	\$290,355	\$306,349	\$321,322	\$342,984	\$352,524	\$352,524

YTD COMPARISON

186.5% 428.8% 332.6% 280.1% 369.0% 179.0% 139.4% 135.7% 115.7% 106.5% 96.0% #DIV/0!

MONTHLY COMPARISON

186.5% 4271.9% 216.4% 201.9% 610.3% 82.5% 92.5% 80.8% 31.6% 40.4% 39.0% 25.6%

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 is the museum's slow period. The museum cuts the 4pm trains in June due to the extreme heat. Ridership numbers reflect people going out less in summer heat.

FY23 had the second highest ridership at NSRMBC in the museum's history. Based on these numbers, the museum has the second highest tourist railroad ridership in the state behind the Virginia & Truckee Railroad which has approximately 5,000 more riders per year.

VII General Museum Activities

Bunny Express: The Bunny Express fundraiser ran for its second year. Unfortunately, two out of three weekends saw rain and cooler than average temperatures that hampered ridership compared to the previous year.

Engineer for an Hour: The museum saw a large number of Engineer for an Hour bookings during the last quarter generating additional revenue for the museum. All parties left happy, and two participants returned as volunteers with the museum.

Junior Ranger Day: The museum set up a booth at Lake Mead National Recreation Area as a participant with the National Park Service's Junior Ranger Day in April. Dr. MacMahon created an interactive activity that allowed participants to create hypotheses about how trains stay on the track, and then run experiments utilizing plastic cups. The booth saw approximately 120 visitors over 3 hours.

Historic Preservation Day: The museum worked with the City of Boulder City's Historic Preservation Commission to host its annual Historic Preservation Day at the museum in May. This year's theme focused on the railroads of Boulder City. Dr. MacMahon presented a lecture discussing the three rail lines in Boulder City (the Union Pacific Branch Line, U.S. Government Line, and Six Companies Line), as well as how the museum came to be and its on-going preservation mission. Following the lecture visitors were given a guided tour through the museum display pavilion.

Railroad Tunnel Tour: Dr. MacMahon led a joint tour with the National Park Service in May on their popular Railroad Trail that follows the former U.S. Government line through multiple tunnels to Hoover Dam.

Eureka & Palisade Narrow Gauge Cars: Materials to construct temporary protection around the narrow gauge cars was finally delivered in late spring. Facilities Maintenance Specialist David Judson has begun work to erect the structures around the cars so they will be protected from the elements.

Signs: The museum installed a new entrance directional sign that also includes interchangeable days and times to notify guests of the excursion train and live steam railroad operating schedules. New interpretive signs were ordered to replace UV faded signs as well as new signs for artifacts lacking interpretation. Finally, a dozen "Danger! Active Railroad No Trespassing" signs were ordered to be placed along the museum's right-of-way.

1855 Blower: The scavenging blower was sent out to Fairbanks Morse Defense for repair, returned to the museum, and installed in the locomotive. The locomotive was test fired and runs, however because the locomotive sat for so many years, additional maintenance is needed before the locomotive can be returned to service.

Tony Bond: Long-time volunteer and founding Friends of the Nevada Southern Railway member Tony Bond passed away in early summer. Tony was instrumental in helping the museum begin its excursion train operations and training new volunteers when the museum started. Tony continued to help expand and promote the museum and its activities over the next twenty years. Former directors Corbin and Hees along with Dr. MacMahon collectively wish to recognize Tony's years of selfless dedication helping make the museum the thriving institution it is today. A memorial bench was erected at the museum in his memory.

VI. Fundraising Activities:

The museum continues to miss fundraising opportunities because an online option is unavailable.

NEVADA MUSEUMS & HISTORY

Joe Lombardo | Governor

Myron Freedman | Administrator

Dan Thielen | Director

NEVADA STATE RAILROAD MUSEUM

2180 S. Carson Street

Carson City, NV 89701

NEVADA

MUSEUMS & HISTORY



NEVADA STATE RAILROAD MUSEUM-CARSON CITY

REPORT TO THE
BOARD OF MUSEUMS AND HISTORY SEPTEMBER 14, 2023

I. Private Funds Budget Summary B/A 5037-01

State Fiscal Year 2023
as of 06/30/2023

	<u>GL /Cat#</u>	<u>SFY 2023</u> <u>Budget</u>	<u>Actuals</u> <u>YTD</u>	<u>Percentage</u> <u>YTD</u>
			0	
Cash From Prev Fiscal Year	2511	504,781	504,781	100.00%
Cash Bal Fwr New Fiscal Year	2512	0	0	0.00%

Comparison of Revenues Budgeted/ Received:

Facilities Charge	3801	2,980	100	3.36%
Merchandise Sales*	4025	170,000	149,615	88.01%
Gifts & Donations	4251	5,000	5,633	112.67%
Private Grants	4265	20,000	45,000	225.00%
Friends of the RR	4266	6,053	123,707	2043.73%
Treasurer's Interest	4326	20,000	16,206	81.03%
Total Revenues:		\$224,033	\$340,261	151.88%

Comparison of Expenditures Budgeted/Expended:

Administration	35	81,891	56,125	68.54%
Exhibits	37	50,000	7,178	14.36%
Docent Expenses	43	441	441	100.00%
Museum Store*	45	159,199	114,793	72.11%
Board Appr Special Projects	48	73,935	4,468	6.04%
Special Projects (Restricted)	55	363,348	28,620	7.88%
Total Expenditures:		\$728,814	\$211,624	29.04%

Revenue/Expenditure Comparison Narrative:

We are pleased with the direction the revenues are tracking. 2023 was a terrific year.

Report is through June 30, 2023.

* Further detail available in the identified sections.

II. Museum Store Sales

Gross store sales revenue comparison against three previous fiscal years.

Fiscal Year	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 23	\$38,645	\$13,661	\$9,637	\$9,144	\$7,491	\$21,691	\$4,767	\$4,237	\$6,913	\$8,284	\$10,268	\$14,877	\$149,615
FY 22	\$15,880	\$12,512	\$5,858	\$7,953	\$9,659	\$8,710	\$3,792	\$4,806	\$6,771	\$8,894	\$11,394	\$14,772	\$111,003
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
YTD	\$38,645	\$52,306	\$61,943	\$71,086	\$78,577	\$100,269	\$105,036	\$109,273	\$116,186	\$124,470	\$134,738	\$149,615	\$149,615

YTD COMPARISON

243.35% 184.23% 180.85% 168.44% 151.51% 165.54% 163.19% 157.97% 152.99% 146.72% 140.01% 134.78%

MONTHLY COMPARISON

243.35% 109.18% 164.50% 114.97% 77.56% 249.05% 125.69% 88.16% 102.09% 93.14% 90.11% 100.71%

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.

Store sales chart comparison against previous fiscal years.
Chart will be updated for next scheduled Board of Museums and History meeting.

Nevada State Railroad Museum-Carson City
Report to the Board
September 14, 2023

Museum Store Profit and Loss Chart

FY2022	Revenues	Expenditures	Total		Net	% Net	
	Merchandise	Personnel	Oper/Other	Expenditure	Profit (Loss)	Profit (Loss)	
July	38,645		3,962		34,683	89.7%	
August	13,661		3,982		10,002	73.2%	
September	9,637	9,425	5,595	568	3,720	38.6%	
October	9,144	10,236	3,982	31		0.0%	
November	7,491	5,153	3,982	57		0.0%	
December	21,691	9,927	4,066	165		0.0%	
January	4,767	1,454	3,982	342		0.0%	
February	4,237	3,014	3,981	31		0.0%	
March	6,913	933	5,740	597		0.0%	
April	8,284	5,584	5,497	188		0.0%	
May	10,268	-	5,497	1,273		0.0%	
June	14,877	9,892	5,497	161		0.0%	
FY 23 Total	149,615	55,618	55,762	3,413	114,793	34,822	23.3%
FY 22 Total	111,003	63,066	30,790	3,265	97,121	13,882	12.5%
FY 21 Total	88,461	58,592	53,639	3,824	116,055	(27,594)	(31.2%)
FY 20 Total	85,977	45,208	57,275	5,411	107,894	(21,917)	(25.5%)

Museum Store Sales Narrative:

Bottom line: Great year! The museum has a 23% profit margin. Clearly, the plan to reinvest our funds has paid off. The plan to remodel the Store will be addressed during the CIP process and will, as a result take much longer than anticipated.

The store manager is deeply invested in the online store and will be key to that success.

Report is through June 30, 2023.

IV. Membership Program

Membership Figures

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

Membership	<u>Qtr 1</u>		<u>Qtr 2</u>		<u>Qtr 3</u>		<u>Qtr 4</u>		<u>TOTAL</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>	<u>Combined</u>
Individual		63		62			1	67	1	192	193
Family		178		186			2	112	2	476	478
Sustaining		127		110			1	69	1	306	307
Contributing		10		7				4	0	21	21
Patron		3		3			1	3	1	9	10
Benefactor									0	0	0
Senior Couple		322		314			1	159	1	795	796
Senior		198		201			0	206	0	605	605
Students		0		0					0	0	0
Lifetime		11		14				13	0	38	38
Comp								40	0	40	
FY 23	0	912	0	897	0	0	6	673	6	2,442	2,448
FY 22	23	105	14	98	12	72	9	128	58	493	551
FY 21	11	53	9	55	20	105	26	69	66	282	348
FY 20	9	115	10	98	12	72	9	128	40	413	453
YTD	0	912	0	1,809	0	1,809	6	2,482	6	2,442	2,448

YTD COMPARISON

0.00% 868.57% 0.00% 891.13% 0.00% 657.82% 10.34% 615.88%

QUARTERLY COMPARISON

0.00% 868.57% 0.00% 915.31% 0.00% 0.00% 66.67% 525.78%

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

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

Membership Program Narrative

The 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. This report has some glitches in the data but our membership numbers are improving. The Friends have moved to an online membership sales and tracking and we are experiencing some delay in their reporting to us.

Report is through June 30, 2023.

V. Museum Attendance

Attendance chart comparison against three 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 23	11,769	1,744	1665	1,176	1,021	1,017	530	909	834	1385	1198	2176	25,424
FY 22	2,273	1,540	941	1,663	1389	490	828	1098	1166	3590	2019	1872	18,869
FY 21	1,087	1,100	1,185	1,024	192	402	604	774	1,096	1,360	2,072	2,076	12,972
FY 20	2,131	1,924	2,031	1,506	960	1,238	816	1,188	299	0	0	0	12,093
YTD	11,769	13,513	15,178	16,354	17,375	18,392	18,922	19,831	20,665	22,050	23,248	25,424	25,424

YTD COMPARISON

517.77% 354.39% 319.27% 254.85% 222.59% 221.70% 207.39% 194.00% 181.46% 147.22% 136.78% 134.74%

MONTHLY COMPARISON

517.77% 113.25% 176.94% 70.72% 73.51% 207.55% 64.01% 82.79% 71.53% 38.58% 59.34% 116.24%

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

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

Attendance Receipts

	<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 23	\$11,000	\$10,595	\$11,922	\$16,736	\$9,491	\$7,914	\$4,376	\$3,039	\$5,581	\$10,572	\$12,348	\$17,906	\$121,480
FY 22	\$14,550	\$10,367	\$6,833	\$9,480	\$7,329	\$8,435	\$1,432	\$5,346	\$7,100	\$10,912	\$9,628	\$15,677	\$107,089
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
YTD	\$11,000	\$10,595	\$11,922	\$16,736	\$9,491	\$7,914	\$4,376	\$3,039	\$5,581	\$10,572	\$12,348	\$17,906	\$121,480

YTD COMPARISON

75.60% 42.52% 37.55% 40.59% 19.55% 13.89% 7.49% 4.77% 7.87% 12.93% 13.51% 16.72%

MONTHLY COMPARISON

75.60% 102.20% 174.49% 176.54% 129.50% 93.82% 305.59% 56.85% 78.60% 96.88% 128.26% 114.22%

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

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

Museum Attendance Narrative:

The bottom line: We had a terrific year!

We increased visitation by 34%!

Youth programming continues with a monthly Saturday activity day, Family Fun Zone. Our volunteers and staff have noticed some return visitors to this event. This has boosted our visitation and increased our visitor base allowing for families to spend more time in the museum.

During construction, the equipment in the Jacobsen Interpretive Center was often required to be removed so work could commence. This brings visitors in because the locomotives and rolling stock catches the attention of visitors and has brought more in.

Report is through June 30, 2023

Train Ride 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 23	\$0	\$1,099	\$2,530	\$5,569	\$3,726	\$12,081	\$780	\$0	\$0	\$6,174	\$117	\$8,308	\$40,384
FY 22	\$8,230	\$519	\$834	\$9,286	\$5,997	\$16,080	\$0	\$0	\$0	\$4,608	\$2,686	\$1,730	\$49,970
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
YTD	\$0	\$1,099	\$3,628	\$9,197	\$12,923	\$25,004	\$25,784	\$0	\$0	\$31,958	\$32,075	\$40,384	\$40,384

YTD COMPARISON

0.0% 12.6% 37.9% 48.7% 52.0% 61.1% 63.0% 0.0% 0.0% 70.2% 66.5% 4.5%

MONTHLY COMPARISON

0.0% 211.7% 303.3% 60.0% 62.1% 75.1% #DIV/0! #DIV/0! #DIV/0! 134.0% 4.4% 480.2%

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

Train Ride Receipts Narrative:

We are experiencing some tremendous challenges to the reporting system. Our ridership is up and we attribute it to programming and the exceptional grounds here.

VII General Museum Activities

The CIP projects are about 60% complete. However, the HVAC system has not met its target dates and the offices are pretty uncomfortable. The work being done is very high quality and the movement of rolling stock in and out of the museum is bringing in many extra visitors. The concrete installation in the Jacobsen Interpretive Center is complete and we used it this year during the volunteer appreciation dinner.

The PBS Reno Kids Club visited the museum on April 1. We had over 50 attendees from the club join us along with Daniel Tiger from *Mister Rogers' Neighborhood*. The volunteers provided rides on the Edwards Car and the hand car.

The museum hosted the Eggstravaganza again on April 8-9. This year's event featured vendors and dwarf goats, both of which were a huge draw. The museum also operated both motor cars during the event.

On April 22-23, the museum participated in Visit Carson City's first annual Mark Twain Days. The museum was especially busy on April 22 for steam train rides and a performance by the Black Irish Band. Also participating were food trucks from Valley Eats and Kona Ice. Drinks were served by a mobile beer service in Carson City. Sagebrush Sam and her trusty companion Sage also paid a visit to the museum. The event was a success and the museum plans to participate in future Mark Twain Days celebrations.

The Railway & Locomotive Historical Society; the National Railway Historical Society; and the Southern Pacific Railroad History Center held a joint conference in Sparks in May. On May 17, the conference brought a group to the museum for a tour and a ride on the historic V&T steam train equipment. For many of the conference attendees, it was their first visit to the Nevada State Railroad Museum. Most were impressed with the quality of the restoration work done by our staff and volunteers, the uniqueness of our collections, and the positive interactions they had with staff and volunteers.

Another sold out Ironhorse Rail Camp occurred during the weekend of June 8-11. Volunteers from the steam and motor car crews provided four days of hands-on training with our steam locomotives and motor cars. The camp is proving very popular each year, with three attendees already signed up for the 2024 version. Thanks to our volunteers who are making the Ironhorse Rail Camp a fun and popular activity at the museum.

The National N Scale Convention occurred in Sparks during the week of June 12. On June 13, a group of 100 attendees from the convention visited the museum for a tour.

The Nelson House underwent fire suppression system repairs in June.

The museum hosted the annual volunteer appreciation dinner on June 22 and was catered by Belle Vita. The party was well attended.

The Nevada Press Association visited the museum for a tour on June 27.

Report is through June 30, 2023.

VI. Fundraising Activities:

No fundraising activities occurred this year.