NOTICE OF PUBLIC MEETING & AGENDA

Board of Museums and History

December 7, 2023 at 8:30 AM – 4:30PM
December 8, 2023 at 8:30 AM – 1:00PM

Meeting Location

The meeting will be held at the Nevada Historical Society at 1650 N. Virginia Street, Reno, Nevada 89503, 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
Join on your computer, mobile app, or room device
Click here to join the meeting
Meeting ID: 268 349 270 516
Passcode: Bu7Typ
Download Teams | Join on the web
Or call in (audio only)
+1 775-321-6111,,948198420# United States, Reno
Phone Conference ID: 948 198 420#

+ = 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. (all items for possible action)
   a. September 14, 2023 Board Meeting summary +
   b. November 14, 2023 Marketing and Technology Committee Meeting transcript
   c. November 20, 2023 East Ely Depot Committee Meeting transcript
   d. November 30, 2023 Museum Store Committee Meeting transcript
   Transcripts available on the DMH website: https://nvmuseums.org/meetings-agendas-minutes/

9. Board Announcements and Meeting Dates. Board Chair.
   a. Tentative 2024 Public Meeting Dates (for possible action, subject to change)
      March 1 – Lost City Museum, Overton, NV
      June 3-4 – Nevada State Museum, Las Vegas, NV
      September 12 – TBA (Southern Nevada)
      December 5 – TBA (Northern Nevada)

10. Nevada State Historic Preservation Office. Rebecca Palmer, Administrator. (All items are for possible action unless noted otherwise.)
   a. National Register nomination for the Leroy and Carrie Christensen House, Las Vegas, Clark County
   b. National Register nomination for the El Rancho Hotel and Casino, Wells, Clark County
   c. National Register nomination for the Gem Theater, Pioche, Lincoln County
   d. State Register nomination for the Cactus Theatre, Hawthorne, Mineral County
   e. Staff report for the National Register of Historic Places and NVSRHP +

11. Nevada Department of Tourism and Cultural Affairs. Brenda Scolari, Director.
   a. Department Update
      1. Department Update. Brenda Scolari
      2. Marketing and Communications Report. Francine Burge, Samantha Szesciorka +

12. Administrator's Report. Daniel P. Thielen, DMH Administrator. (Information only, unless noted otherwise.)

a. General Report
b. Capital Projects Update
c. Fiscal Report
    1. FY2024 Budget Adjustments (for possible action)+
    2. Request Funding Increase for MDTF Funded Salaries (for possible action)+
d. NAGPRA Report +

13. Chair's Report. Anthony Timmons, Board Chair.

a. Board Member Updates
b. Bob Ostrovsky Lifetime Membership (for possible action)
c. CCCHP Meeting Update (for possible action)
d. Update of Meeting With Lt. Governor Stavros Anthony
e. Chambers of Commerce Request (for possible action)

14. Board Committee Updates (all items for possible action)

a. Finance (Chair: Michelle Schmitter)
    1. Endowment 101 Presentation
b. Marketing and Technology (Chair: Seth Schorr)
c. Membership (Chair: Mercedes de la Garza)
d. Museum Store (Chair: Jan Peterson)
e. East Ely Depot (Chair: Courtney Mooney)
    1 Freight Building Update +

15. Private Funds Board Policy Review. Michelle Schmitter, Finance Chair. (all items for possible action)

a. Budgeting, Expenditure and General Control Policy & Procedure +
b. Investment Policy +

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

Items:

a. restricted $25 to NSMCC from Gwena Bakaric +
b. restricted $120 to NSMCC from Florence Burgess +
c. restricted $500 to NSMCC from Carson City Downtown Business Association+
d. restricted $1,000 from Cora Johnson
e. restricted $25 to NSMCC from Flanigan Living Trust +
f. restricted $36 to NSMCC from Gish Family Trust +
g. restricted $25to NSMCC from Donna Koepp +
h. restricted $1862.50 to NSMCC from Northern Nevada Coin & Bullion +
i. restricted $500 to NSMCC from Spanish Springs Construction +
j. unrestricted $1,000 to NSMCC from Virginia & Truckee Railroad Society +
k. unrestricted $66,666,66 to LCM from Caproni Trust +
l. restricted $10,000 to NHS from Goe +
m. restricted $2,500 to NHS from Ponica +

17. Museum Reports
    a. Lost City Museum Report +
    b. Nevada State Museum in Carson City +
        1 USDA Forest Service Agreement (for possible action) +
        2 Spacesaver Contract (for possible action) +
    c. Nevada State Museum in Las Vegas Report +
        1 Request Funding Increase for Museum Store (for possible action)+
        2 Request Establishment of Fee for Select Educational Programming (for possible action)+
    d. Nevada Historical Society Report +
        1 Sheridan Press Contract (for possible action)+
        2 Request Funding Increase for Museum Store (for possible action)+
    e. Nevada State Railroad Museum in Boulder City +
        1 Eureka and Palisades Car Update (for possible action)+
    f. Nevada State Railroad Museum in Carson City +
        1 Adventure Program Shipping Container Update Requested by Member Markoff (for possible action) +
        2 Request for Museum Store Shelving (for possible action) +
    g. East Ely Railroad Depot Museum +

18. Private funds budget adjustments - current year. (for possible action)
    a. Changes approved by the Division Administrator:
        1 FY23 invoices for store merchandise and restoration supplies totaling $586.56.
    b. Changes requested from the Board over $5,000.

19. Board member comments on non-agenized items. (discussion only)

20. Future 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.

21. 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.

22. ADJOURNMENT

NOTICE POSTING LOCATIONS
https://notice.nv.gov
http://museums.nevadaculture.org
NEVADA DIVISION OF MUSEUMS & HISTORY, 412 E. Musser St., Suite 2, Carson City, Nevada
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 have a disability 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
SEPTEMBER 14, 2023
Holiday Inn Express
1505 E Aultman St,
Ely, NV 89301

BOARD MEMBERS PRESENT
Anthony Timmons, Chair
Mercedes de la Garza
Bert Bedeau*
Nathan Harper
Daniel Markoff
Courtney Mooney*
Janet Petersen
Michelle Schmitter*
Mark Slaughter

BOARD MEMBERS ABSENT
E'sha Hoferer
Seth Schorr

STAFF PRESENT
Brenda Scolari, Director, Department of Tourism & Cultural Affairs*
Mary Ellen Kawchack, Chief Deputy Director, Department of Tourism & Cultural Affairs*
Francine Burge, Public Relations Manager, Department of Tourism & Cultural Affairs
Samantha Szesciorka, Content Marketing Specialist, Department of Tourism & Cultural Affairs
Rebecca Palmer, State Historic Preservation Officer*
Myron Freedman, Administrator, Nevada Division of Museums & History
Daphne DeLeon, Administrative Services Officer, Nevada Division of Museums & History
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
Ron Webster, Chief Technology Officer, Department of Tourism & Cultural Affairs
Kelly Brant, Nevada State Museum, Carson City, Membership Lead*
Mike Malone, Administrative Assistant, Nevada Division of Museums & History
Gene Hattori, Curator, Anthropoloy IV, Nevada State Museum*

PUBLIC IN ATTENDANCE
Harry Ward, Deputy Attorney General*
Adam Michalski, Carson City Railroad Museum Curator
Michelle Van Geel*
Brenden Pearson*
Michon*

* participation via teleconference

1. Call for the start of the recording of the meeting. Chair of Nevada Board of Museums and History and Staff.
Chair Anthony Timmons called for the start of the meeting recording.

2. Call meeting to order.
Chair Timmons called the meeting to order.

3. Call for confirmation that meeting was properly posted. Board Chair and Staff.
Administrator Myron Freedman confirmed the meeting was posted in accordance with NRS.

4. Call for the roll call of Board and determination of quorum. Board Chair and Staff.
Chair Timmons called for roll. Mike Malone, AAIII, confirmed a quorum of members.

5. Board announcements and meeting logistics. Board Chair and Staff. (Information only).

6. Public comment announcement. Board Chair.
No public comment was given.

7. Public notification. Board Chair (information only.)
Chair Timmons stated that 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.
a. June 8, 2023 Board Meeting summary (for possible action.) +
Member Petersen moved to approve as presented. Member Markoff seconded. Motion carried without dissent, with the Chair voting in favor.

b. July 27, 2023 Membership Committee Meeting. Transcript available on the DMH website: https://nvmuseums.org/meetings-agendas-minutes/ (for possible action.)
Member de la Garza moved to approve as presented. Member Petersen seconded. Motion carried without dissent, with the Chair voting in favor.

9. Board Announcements and Meeting Dates. Board Chair
a. New Board Member introductions and vacancy update.
Administrator Freedman announced three new Board members; Michael "Bert" Bedeau (History representative), Nathan Harper (Prehistoric Archeology representative) and Mark Slaughter (Historic Archeology representative). The remaining open position is being addressed at the Governor's office and will be named in the future.

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.
The Tuesday meeting at Nevada Historical Society will have a social event at Calafuria Restaurant, in Reno. Harry Ward, Deputy Attorney General, clarifies this is not a Board meeting, but a social event. Director Magee confirmed the restaurant is ADA accessible.

c. Future meeting dates (for possible action.)
Member Petersen moved to approve Friday, March 1, 2024, in Overton, NV (Lost City Museum). Member Markoff seconded. Motion carried without dissent, with the Chair voting in favor.

Member Petersen moved to approve June 3-4, 2024, at NSMLV. Member de la Garza seconded. Motion carried without dissent, with the Chair voting in favor.

10. Nevada State Historic Preservation Office. Rebecca Palmer, Administrator (All items are for possible action unless otherwise noted.)
a. SHPO Report +
Member de la Garza asks if the delisting was a request from the City of Reno and Rebecca Palmer confirmed it was.

11. Nevada Department of Tourism and Cultural Affairs. Brenda Scolari, Director.
a. Department Update
1. Administrator succession
Having informed and received input from the Board of Museums and History, Director Scolari updated the Board that she will provide a formal offer to Director Thielen for the position of Administrator, Division of Museums and History.

2. Marketing and Communications Report. Francine Burge, Samantha Szeciorka
The Liberace event was a great success and had a large media presence.
Samantha Szeciorka provided social media workshops emphasizing the core principles:
- *Increase Revenue*
- *Educate/Inspire*
- *Drive Attendance*
- *Facilitate Community*

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) +
Member Bedeau moved to approve as presented. Member de la Garza seconded. Motion carried without dissent, with the Chair voting in favor.

d. IFC Report +
Daphne DeLeon apprised the Board of IFC updates covering fiscal year 2023 as well as the status and balances for the Morgan Stanley investment account.

e. NAGPRA Report +
No action taken.

13. Chair's Report
a. Recognition of the passing of Former Lt. Governor Dr. Lonnie Hammargren

Chair Timmons expressed appreciation for Lt. Governor Dr. Lonnie Hammargren, as well as other Board members.

b. Committee Appointments (for possible action.)

Finance
Chair: Michelle Schmitter
Mercedes de la Garza
Mark Slaughter
Seth Schorr
Anthony Timmons

Membership
Chair: Mercedes de la Garza
Daniel Markoff
Janet Peterson
Michael "Bert" Bedeau
Nathan Harper

Museum Store
Chair: Janet Peterson
Nathan Harper
E'sha Hoferer
Seth Schorr
Daniel Markoff

Marketing and Technology
Chair: Seth Schorr
Michelle Schmitter
E'sha Hoferer
Mark Slaughter
Courtney Mooney

East Ely Depot
Chair: Courtney Mooney
Anthony Timmons
Michael "Bert" Bedeau
Daniel Markoff
Janet Peterson

Community Advisory Committee
Chair: Anthony Timmons
Mitch Cohen - Nevada Preservation Association Board Member
Joe Kent - National Atomic Testing Museum Director of Curation and Exhibits
Adrienne Rowljnd - Chair of the AZA, Board of Directors and Director of Shark Reef at Mandalay Bay
+Additional 2-3 Northern Nevada members

Commission for Cultural Centers and Historic Preservation (CCCHP) Anthony Timmons

OPEN

c. Board Name Badges (for possible action.)
Discussion between members on replicating name badges similar to those of the Directors to better represent the Board when engaging on Board matters. Administrator Freedman confirmed the cost would be nominal and paid for out of a Division of Museums and History budget. Member Markoff moved to accept as presented. Member Petersen seconded. Motion carried without dissent, with the Chair voting in favor.

d. Meeting with Ely Mayor Nathan Robertson
Discussion was tabled pending further Ely, NV updates.

e. Bob Stoldal Honorary Lifetime Membership (for possible action.)
Member Petersen commended Mr. Stoldahl on his expertise and commitment through the years. Member Markoff stated he has known Mr. Stoldahl for many, many years and commends him for his years of work, his insights and contributions to the State of Nevada. Member Bedeau shared an anecdote highlighting Mr. Stoldahl's level of knowledge and as a true champion of cultural and historical resources in Nevada.
There was also a suggestion for a lifetime membership for former Board member, Dan Ostrovsky. Discussion of an Ostrovsky lifetime membership is to be on a future Board agenda.
Member Markoff moved to accept as presented. Member Petersen seconded. Motion carried without dissent, with the Chair voting in favor.

f. Board Professional Development Fund (for possible action.)
Tabled; this is a work in progress.

14. Standing Committees
a. Finance Committee (Chair TBD) (for possible action.)
Member Schmitter updated the Board and note Administrator Freedman's memo for sweep into international money market account.
a. Update from Morgan Stanley. Memo in packet. +
The memo cites "international", but should read "institutional".

b. Marketing and Technology, Seth Schorr, Chair (for possible action.)
Tabled, pending Member Schorr's update.

c. Membership Committee: Mercedes de la Garza, Chair.
a. Recommended policy revisions and budget request for card implementation (for possible action) +
Member Courtney Mooney will Chair the Membership Committee. Member Petersen expressed concern over the cost of membership cards. Mr. Brant informed that the largest costs are the printer and printing costs, not the physical cards. There was discussion on marketing opportunities with the added support from the Department of Tourism and Cultural Affairs.
Member de la Garza moved to revise the price of a sustaining membership from $250.00 to $125.00 and for the senior discount to be a flat $20.00 off each category and for all levels of pricing to go into effect when the online store goes love. Member Petersen seconded. *Motion carried without dissent, with the Chair voting in favor.*

Member Petersen moved to expend $12,867.00 out of Category 48 funds, from the Nevada Historical Society, Nevada State Museum Carson City, Lost City Museum and Nevada State Museum Las Vegas to cover the costs of producing new membership cards. Member de la Garza seconded. Motion carried 7-1, with a majority of members voting in favor, including the Chair.

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)

Member Bedeau inquired about the records/vault and Chair Timmons noted it was previously addressed by Member Markoff. Administrator Freedman informs the Board that a subsequent email will provide status updates as available, pending other state agencies.

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.

Member Markoff moved to take items 15a-15i as consent agenda and approve as presented. Member Petersen seconded. Motion carried without dissent, with the Chair voting in favor.

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) +

Member Petersen moved to accept as presented. Member Bedeau seconded. Motion carried without dissent, with the Chair voting in favor.

    b. BLM NAGPRA Conference Travel Request (for possible action) +

Member Bedeau moved to accept as presented. Member Harper seconded. Motion carried without dissent, with the Chair voting in favor.

    c. BLM Great Basin Conference Travel Request (for possible action) +

Member Bedeau moved to accept as presented. Member Markoff seconded. Motion carried without dissent, with the Chair voting in favor.

d. Custom Manufacturing Contract approval (for possible action) +

Administrator Freedman clarified that this contract is part of the special projects addressed in previous Board meetings. Member de la Garza moved to approve as presented. Members Mooney, Petersen and Schmitter seconded. Motion carried without dissent, with the Chair voting in favor.

d. Nevada State Museum in Las Vegas Report +

Director Gillespie notes increased bus tours – 4,003 students for field trips in the first month of school, which is a large increase over recent years. The Museum is working more in conjunction with The Springs for field trips. The Museum is also partnering with various community organizations for opportunities (e.g. Juneteenth).

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.)

Administrator Freedman apprised the Board of adjustments within his purview.

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.

Administrator Freedman stated there were no changes.

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.

Chair Timmons confirmed the request for a lifetime membership for former Board member, Dan Ostrovsky. Member Markoff requests discussion on getting a restoration report for the Palisade car.

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

Harry Ward

21. ADJOURNMENT

Chair Timmons adjourned the meeting.

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.

NEVADA
STATE HISTORIC PRESERVATION OFFICE

STATE OF NEVADA
Department of Conservation and Natural Resources

Joe Lombardo, *Governor*
James A. Settelmeyer, *Director*
Rebecca L. Palmer, *Administrator*

Board of Museums and History
December 7-8, 2023, Meeting
Staff Report
November 16, 2023

National Register of Historic Places Nominations

1. Leroy and Carrie Christensen House, Las Vegas, Clark County.
2. El Rancho Hotel and Casino, Wells, Elko County.
3. Gem Theater, Pioche, Lincoln County.

Nevada State Register of Historic Places Nominations

Cactus Theatre, Hawthorne, Mineral County

Listed Properties Since May 23, 2023 Staff Report

Dunkahni Archeological District in Great Basin National Park.

Pending Nominations to the National Register

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.

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 and SRHP Inquiries Since May 23, 2023 Staff Report

SHPO staff received three inquiries for potential NRHP or SRHP nominations since the last staff report:

- Star Hotel, Elko, Elko County.

- Kump Field, Elko, Elko County.

Pending Nominations to the State Register

G.S. Garcia Saddle & Harness Shop, Elko, Elko County
The Board conditionally approved this nomination during their December 2020 meeting. The nomination author is currently expanding the historic context and incorporating BMH member suggestions.

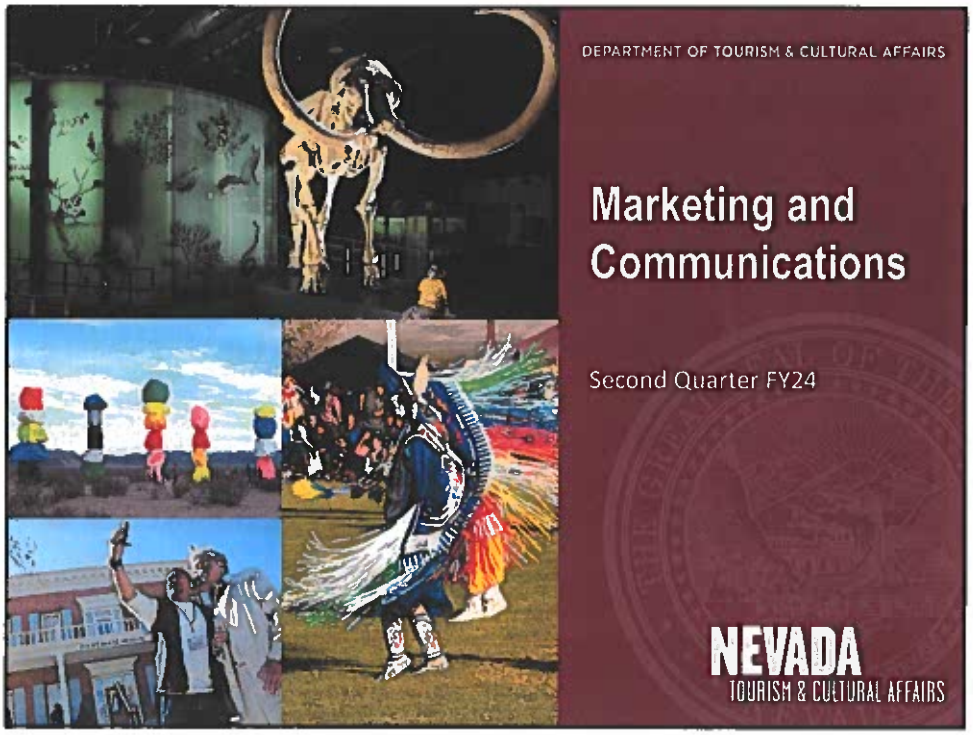
Federal NRHP Nominations

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.

Nevada Historical Marker Program:

Ioannisa Lougaris VA Medical Center: Marker is in production and the VA is planning to install the marker at the medical center in the next calendar year. The SHPO is providing the text of the marker for informational purposes only.

Death of Tupac Amaru Shakur: The SHPO received this application for a proposed marker for the location of the death of Tupac Amaru Shakur on May 9, 2023 from an interested member of the public. Due to limited staffing in this program area, the SHPO is submitting this document for Board of Museums and History review at its December 2023 meeting. In accordance with SHPO procedures for marker requests identifying events that took place less than fifty (50) years prior to the request, the SHPO is presenting this application to the Board for guidance on whether this event should be the subject of a Nevada Historical Marker at this time.



1

Highlights

October –December 2023

- More Liberace Deep Media Coverage since it's expanded dates
- Signage project nearly complete for Las Vegas
- Special Event Training for Friends Group
- RFP with for new Advertising Agency
- Began planning for America250

2

NEVADA
TOURISM & CULTURAL AFFAIRS

2

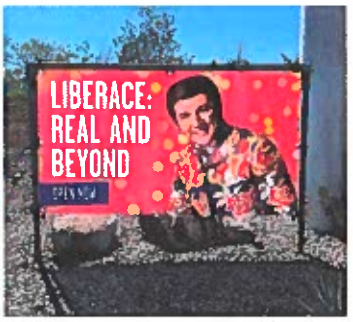
Advertising Samples

3

NEVADA
TOURISM & CULTURAL AFFAIRS

3

New Signage at Las Vegas



Not actual signs, mock-ups

4

NEVADA
TOURISM & CULTURAL AFFAIRS

4

Media Coverage

Busy fall with events and Hello Hollywood opening

Worked community calendars for events

Boulder City's NV Day and Halloween Train was popular with media

5

NEVADA TOURISM & CULTURAL AFFAIRS

5

Media Coverage Samples

6

NEVADA TOURISM & CULTURAL AFFAIRS

6

Special Event Workshops

Covered Topics

- Mission
- Committee Roles
- Budgeting
- Meetings
- Volunteers
- Useful Tools
- Event Day Logistics
- Post Event Activities

America250

National Direction:

- MISSION: To commemorate our 250th anniversary with inclusive programs that inspire Americans to renew and strengthen our daring experiment in democracy.
- VISION: The shared experiences of America250 will have ignited our imaginations, elevated our diverse stories, inspired service in our communities, and demonstrated the lasting durability of the American project.

Nevada Goals:

- Educate the public on the Constitution and other civics lessons.
- Increase civic engagement/ participation, voting registration, and volunteerism.
- Celebrate the concepts that unite us.

Coming Up

Strategic Planning

- Working with Director Scolari on development
- Use of a mediator to help guide the conversation internally

Marketing & Communications Planning

- New Agency: Estipona Group
- Extensive experience in cultural agencies
- Passionate and creative

Re-Branding Project

- Branding
- Website designs

Also coming:
Volunteer Recognition Program

9

NEVADA TOURISM & CULTURAL AFFAIRS

9

Questions?

10

NEVADA TOURISM & CULTURAL AFFAIRS

10

NEVADA MUSEUMS & HISTORY

Joe Lombardo | Governor
Daniel P. Thielen | Administrator

412 E. Musser St., Suite 2
Carson City, NV 89701
775-687-7340
775-687-4333 (FAX)

Date: November 28, 2023

To: Board of Museums and History

Through: Daniel P. Thielen, Administrator
Division of Museums and History

From: Daphne O. DeLeon, Administrative Services Officer
Division of Museums and History

Subject: Private Funds Budget Adjustments

As part of the FY23 budget closing process all remaining funds in the private budgets are balanced forward to FY24. Unrestricted funds are placed in Cat. 49 Board Special Projects and restricted funds are placed in Cat. 55 Restricted Special Projects. Approval for the below stated budget adjustments are being requested for SFY 2024:

Budget		Category	Original Authority	Change	Adjusted Authority
5035	**Nevada Historical Society**	48	$291,970	$ 32,026	**$323,996**
		55	$1,701,412	$12,917	**$1,714,329**
5036	**State Museum Carson City**	48	$354,962	$21,702	**$376,664**
		55	$157,809	$16,725	**$174,534**
5037	**Carson City Railroad Museum**	48	$72,607	$98,000	**$170,607**
		55	$406,143	$77,501	**$483,644**
5038	**Lost City Museum**	48	$43,309	$2,411	**$45,820**
5039	**State Museum Las Vegas**	48	$15,922	$56,729	**$72,651**

Approved

_____ _____

Anthony Timmons, Chair, Board of Museums and History Date

NEVADA MUSEUMS & HISTORY

Joe Lombardo | Governor
Daniel P. Thielen | Administrator

412 E. Musser St., Suite 2
Carson City, NV 89701
775-687-7340
775-687-4333 (FAX)

Date: November 28, 2023

To: Board of Museums and History

Through: Daniel P. Thielen, Administrator
Division of Museums and History

From: Daphne O. DeLeon, Administrative Services Officer
Division of Museums and History

Subject: Private Funds Budget Adjustments - Salary Increases

AB522, passed by the 2023 Nevada State Legislature approved a 12% salary increase for FY24. This increase was not included in the FY24 Private Funds budgets approved by the Board of Museums and History at the June 2023 meeting. Approval for the below stated budget adjustments are being requested for SFY 2024 to implement the legislatively approved 12% salary increase.

Budget		Category	Revised Authority	Change	Adjusted Authority
5036	**State Museum Carson City**	**41**	$121,905	$5,513	**$127,418**
		49	$180,491	$9,320	**$189811**
		48	$376,664	-$14,833	**$361,831**
5037	**Carson City Railroad Museum**	**45**	$158,905	$7,006	**$165,911**
		48	$170,607	-$7,006	**$163,601**
5038	**Lost City Museum**	**41**	$133,434	$9,575	**$43,009**
		48	$45,820	-$9,575	**$36,245**
5039	**State Museum Las Vegas**	**35**	$36,444	$5,121	**$41,565**
		48	$72,651	-$5,121	**$67,530**

Approved

_____ _____

Anthony Timmons, Chair, Board of Museums and History Date

NAGPRA BOARD REPORT

Museum	Nevada State Museum, Carson City
Quarter	Quarter 1 (July - September 2023)
Repatriations	No repatriations took place during this quarter
Consultation	Updated Notice of Inventory Completion for Loud surface sites (controlled by NHS) - Notice complete on 12/7/2023 Consultation with Patty Bassey and Chairwoman Debbie George for the addition of Brinkerhoff remains to NAGPRA Inventory (new NAGPRA requirement) and for transfer of control for Loud 1912 Sites controlled by Nevada Historical Society (NHS).
NAGPRA Communications	Email communication with Cedric Streader (BLM Humboldt River Field Office) regarding repatriation of AHUR 6019 & 6023 to Pyramid Lake Paiute Tribe. Communications with BLM regarding their NAGPRA holdings
Other NAGPRA Related Work	Anthro department communicated with and assisted UNR NAGPRA Coordinator (Rochanne Downs) for identifying archaeological sites with ancestral remains. Worked with BLM Grants Manager and Division ASO to secure Assistance Agreement funding ($95K for the first year of a five year Agreement) for BLM NAGPRA related work. Submitted Purchase Order Request for the instillation of compact shelving for curatorial space for ancestral remains. Presentation on NAGPRA and laws assocaited with the Liaison postion for the Friends Training. Rachel and Anna met with Mary Bobbitt (Eagle Lake BLM) who brought additional ancestral remains for curation from Loyalton Rockshelter. Scanned documents for Cedric Streader (BLM Humboldt River Field Office) associated with repatriation of AHUR 6019, 6020, 6021, 6022, 6023. Attended biweekly NAGPRA Community of Practice Meetings 7/4, 7/28, 8/11, 8/25.

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	7
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	231**
Lost City Museum (LCM)	20
Total Remains Curated at LCM	20

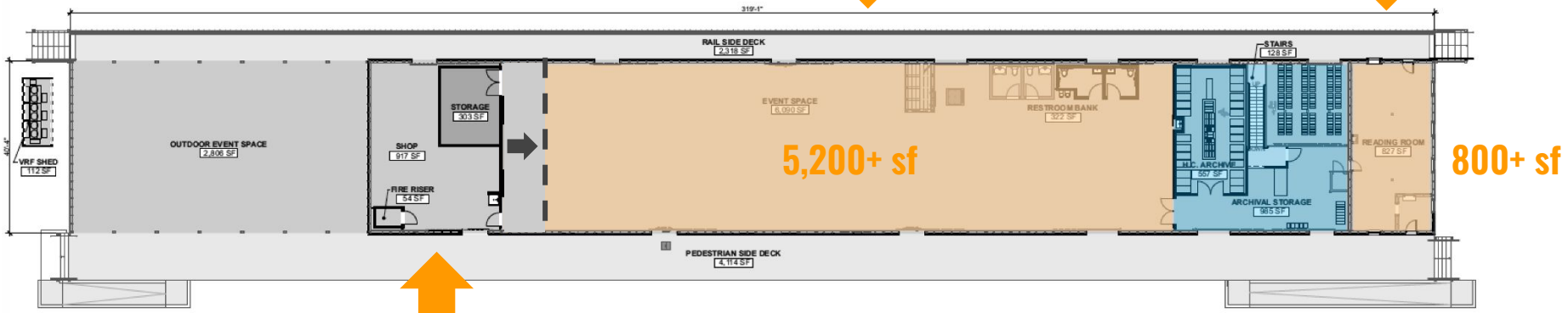
* Notice of Inventory Completion filed with National Park Service and/or waiting for transfer of control
* Determination of "controlling" agency undetermined.

** 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.

SPACE PLANNING

public

public



workshop
1,300+ sf

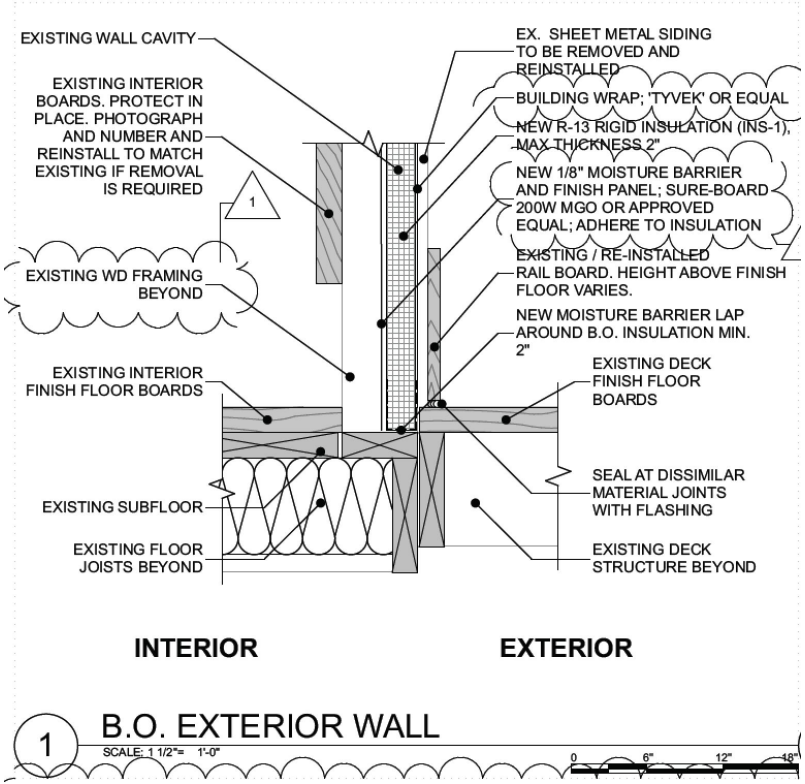
collections
storage
1,500+ sf

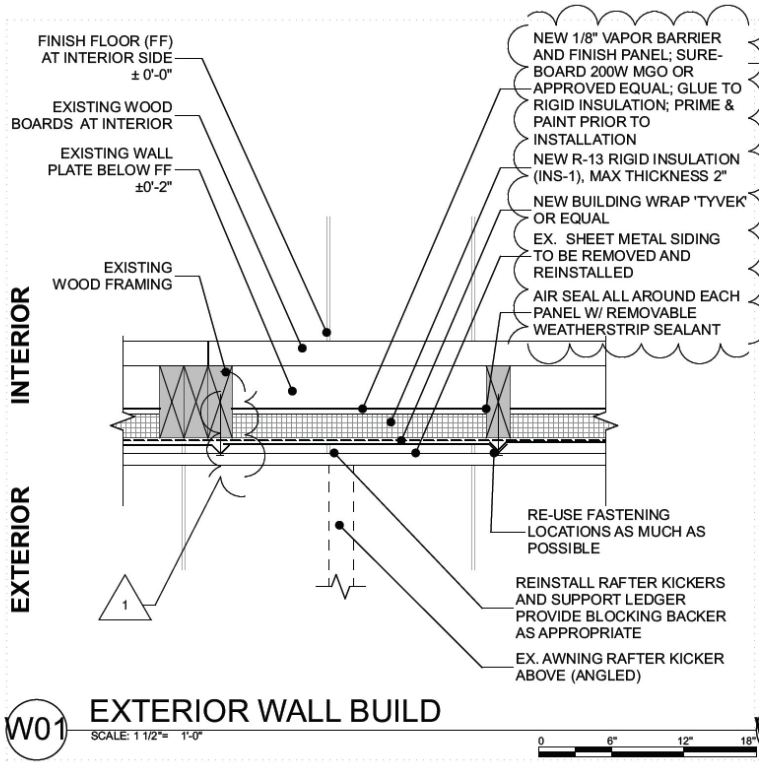
reading rail exhibits

INSULATION OF FRAMING CAVITIES FROM INSIDE

Due to cross-bracing and framing irregularities, elements installed in the structure cavity will have to be custom fit to every “cell” size and shape.

CURRENT PLANS - INSULATION APPROACH





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

Statutory Authority

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

Definition

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

Policy

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

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

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

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

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

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

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

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

Procedures

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

Budget Procedures

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

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

Expenditure Procedure

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

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

General Control

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

Procedure

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

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

Review Procedure

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

Investment Policy

Policy

Readily available investment instruments and reputable firms shall be used. In recognition of the fiduciary responsibility vested in the Board of Museums and History by NRS 381, a maximum return consistent with prudent investment shall be sought for all available funds.

Performance Objectives

- Portfolio to exceed 60% S&P 500 index and 40% Barclays Aggregate, net of fees.
- Investments shall exceed the median return in a representative investment universe.
- The portfolio shall seek to reduce costs by using index funds where appropriate.

Investment Guidelines

Allowable securities are:
- Common stock
- Bonds rated BBB or better
- U. S. Treasury instruments
- Index/Exchange Traded Funds
- Real Estate Funds

Diversification
- No more than 30% of the portfolio shall be invested in any one industrial sector
- Portfolio shall maintain a minimum of 3 investment managers
- No more than 5% of the portfolio of any fund may be invested in one security

Quality and marketability
- All securities shall be of a class listed on an national or international securities exchange or NASDAQ
- No position may comprise more than 5% of a company's total market cap

Volatility
- Portfolio volatility will be reasonably reflective of the volatility to equal 60% S&P 500 and 40% Barclays Aggregate

Trading and Execution
- Trading should utilize best efforts to obtain execution of orders through reasonable brokerage firms at the most competitive commission rates

Prohibited Transactions

- Stock portfolio primary purpose shall not be to sell short use margins.
- Primary purpose is to allow these investments on a secondary purchase but that is not the primary goal of these funds.

Conflict of Interest

The selected broker or asset manager shall not:

– Invest any part of the trust in its own entity
– Invest with any person or entity with which they have an economic interest
– Act or receive compensation as an underwriter or principal

Review

An annual review of the policy, guidelines, and investment portfolio performance against guidelines in policy will be held at the last board meeting of the calendar year, market conditions may dictate more frequent review.

NEVADA MUSEUMS & HISTORY
Joe Lombardo | Governor
Dan Thielen | Administrator

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

Memo

Date: October 17, 2023

To: Anthony Timmons, Chair
Board of Museums & History

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

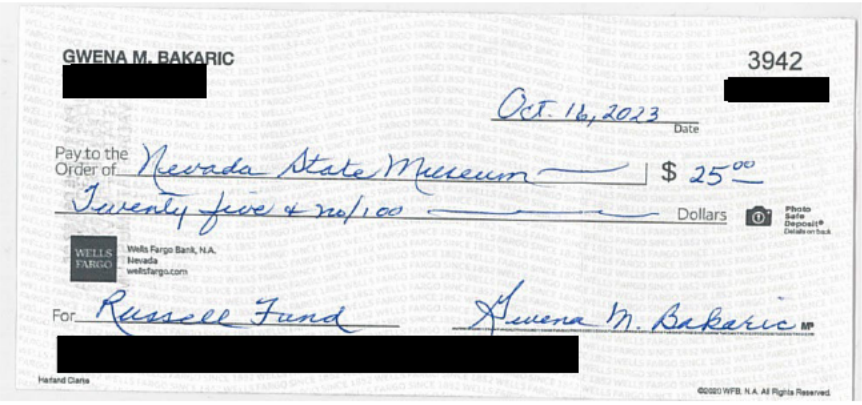
Re: New Restricted Donation

The Nevada State Museum, Carson City, has received $25 from Gwena Bakaric for the restricted Charles and Marjorie Russell Fund.

These funds will be deposited into and can be expended out of B/A 5036, Category 55, Project Code 3602.

Approval: _____ _____

Chairman, Board of Museums & History Date


GWENA M. BAKARIC
[redacted]
3942
[redacted]
Oct. 16, 2023
Date
Pay to the Order of Nevada State Museum $ 25.00
Twenty five & no/100 Dollars
Photo Safe Deposit®
WELLS FARGO
Wells Fargo Bank, N.A.
Nevada
wellsfargo.com
For Russell Fund
Gwena M. Bakaric
[redacted]
Hefland Clarke
©2020 WFB, N.A. All Rights Reserved

NEVADA MUSEUMS & HISTORY
Joe Lombardo | Governor
Dan Thielen | Administrator

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

Memo

Date: October 17, 2023

To: Anthony Timmons, Chair
Board of Museums & History

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

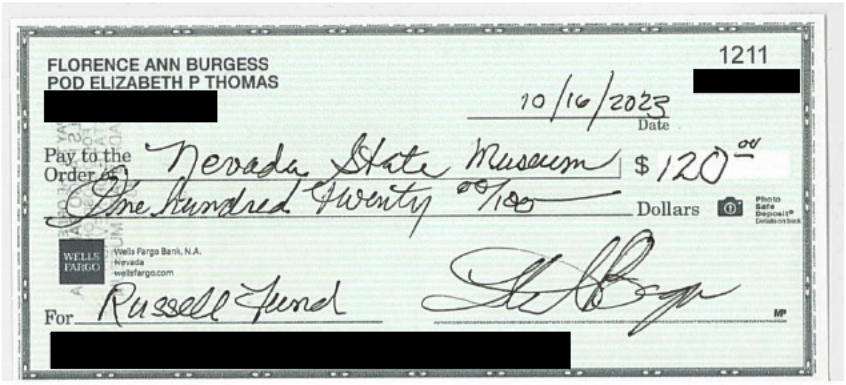
Re: New Restricted Donation

The Nevada State Museum, Carson City, has received $120 from Florence Burgess for the restricted Charles and Marjorie Russell Fund.

These funds will be deposited into and can be expended out of B/A 5036, Category 55, Project Code 3602.

Approval: _____ _____

Chairman, Board of Museums & History Date



NEVADA MUSEUMS & HISTORY
Joe Lombardo | Governor
Dan Thielen | Administrator

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

Memo

Date: November 8, 2023

To: Anthony Timmons, Chairman
Board of Museums & History

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

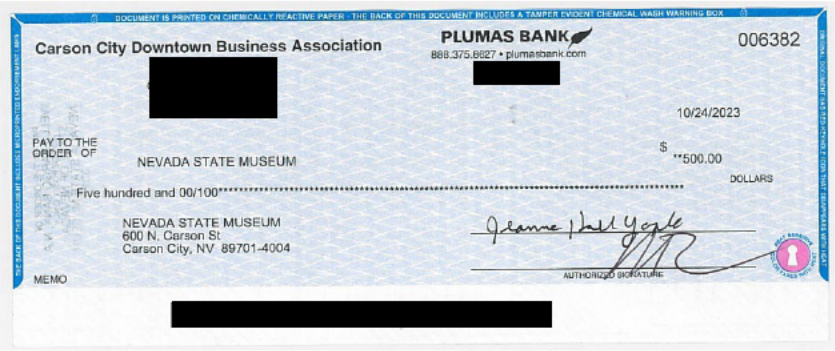
Re: Restricted Donation – Dia De Los Muertos

The Nevada State Museum, Carson City, has received a check in the amount of $500 from the Carson City Downtown Business Association in support of this year's Dia De Los Muertos (Day of the Dead) community cultural event.

The funds are earmarked specifically for Dia De Los Muertos. They will be deposited into and expended out of B/A 5036, Category 55, Project Code 3628.

Approval: _____ _____

Chairman, Board of Museums & History Date


DOCUMENT IS PRINTED ON CHEMICALLY REACTIVE PAPER - THE BACK OF THIS DOCUMENT INCLUDES A TAMPER EVIDENT CHEMICAL WASH WARNING BOX

Carson City Downtown Business Association
[redacted]

PLUMAS BANK
888.375.8627 • plumasbank.com
[redacted]

006382

10/24/2023

PAY TO THE ORDER OF NEVADA STATE MUSEUM

$ **500.00

Five hundred and 00/100********** DOLLARS

NEVADA STATE MUSEUM
600 N. Carson St
Carson City, NV 89701-4004

MEMO

AUTHORIZED SIGNATURE

[redacted]

NEVADA MUSEUMS & HISTORY
Joe Lombardo | Governor
Dan Thielen | Administrator

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

Memo

Date: November 27, 2023

To: Anthony Timmons, Chair
Board of Museums & History

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

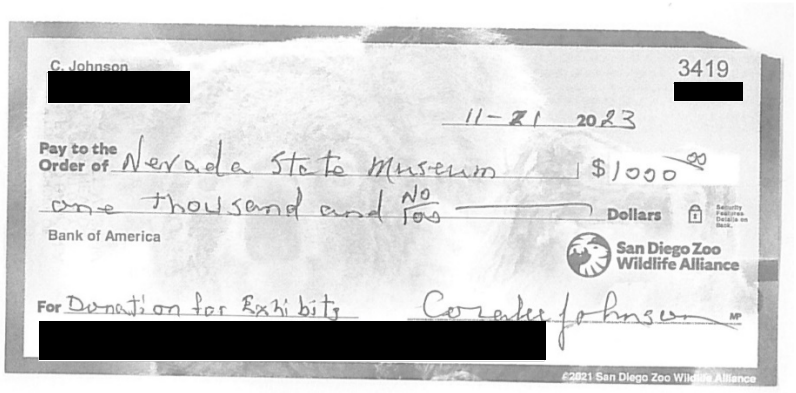
Re: New Restricted Donation

The Nevada State Museum, Carson City, has received $1,000 from Coralee Johnson for the restricted Exhibits fund.

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

Approval: _____ _____

Chairman, Board of Museums & History Date



NEVADA MUSEUMS & HISTORY
Joe Lombardo | Governor
Dan Thielen | Administrator

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

Memo

Date: October 17, 2023

To: Anthony Timmons, Chair
Board of Museums & History

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

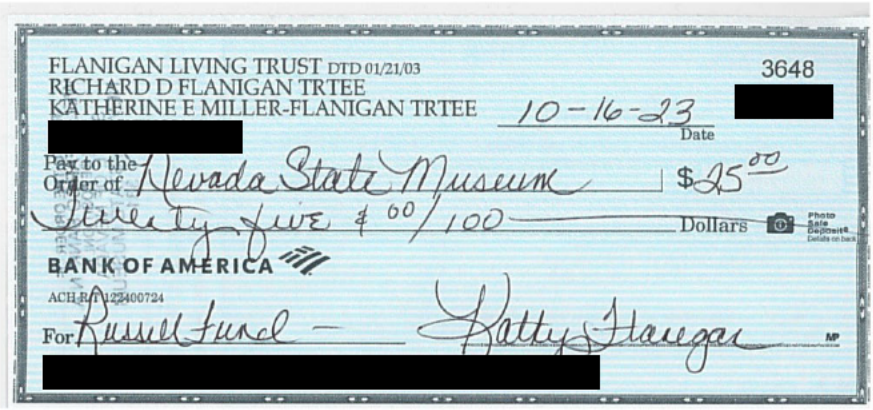
Re: New Restricted Donation

The Nevada State Museum, Carson City, has received $25 from the Flanigan Living Trust for the restricted Charles and Marjorie Russell Fund.

These funds will be deposited into and can be expended out of B/A 5036, Category 55, Project Code 3602.

Approval: _____ _____

Chairman, Board of Museums & History Date


FLANIGAN LIVING TRUST DTD 01/21/03
RICHARD D FLANIGAN TRTEE
KATHERINE E MILLER-FLANIGAN TRTEE
3648
[redacted]
10-16-23
Date
[redacted]
Pay to the Order of Nevada State Museum
$25.00
Twenty-five & 00/100
Dollars
BANK OF AMERICA
ACH R/T 123400724
For Russell Fund
Kathy Flanigan
[redacted]

NEVADA MUSEUMS & HISTORY
Joe Lombardo | Governor
Dan Thielen | Administrator

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

Memo

Date: October 17, 2023

To: Anthony Timmons, Chair
Board of Museums & History

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

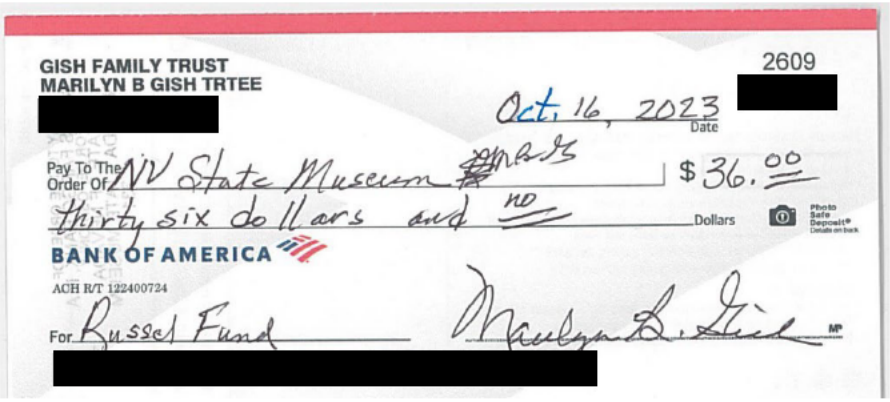
Re: New Restricted Donation

The Nevada State Museum, Carson City, has received $36 from the Gish Family Trust for the restricted Charles and Marjorie Russell Fund.

These funds will be deposited into and can be expended out of B/A 5036, Category 55, Project Code 3602.

Approval: _____ _____

Chairman, Board of Museums & History Date


GISH FAMILY TRUST
MARILYN B GISH TRTEE
[redacted]
2609
[redacted]
Oct. 16, 2023
Date
Pay To The Order Of NV State Museum
$ 36.00
thirty six dollars and no
Dollars
BANK OF AMERICA
ACH R/T 122400724
For Russel Fund
Marilyn B. Gish
[redacted]

NEVADA MUSEUMS & HISTORY
Joe Lombardo | Governor
Dan Thielen | Administrator

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

Memo

Date: October 17, 2023

To: Anthony Timmons, Chair
Board of Museums & History

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

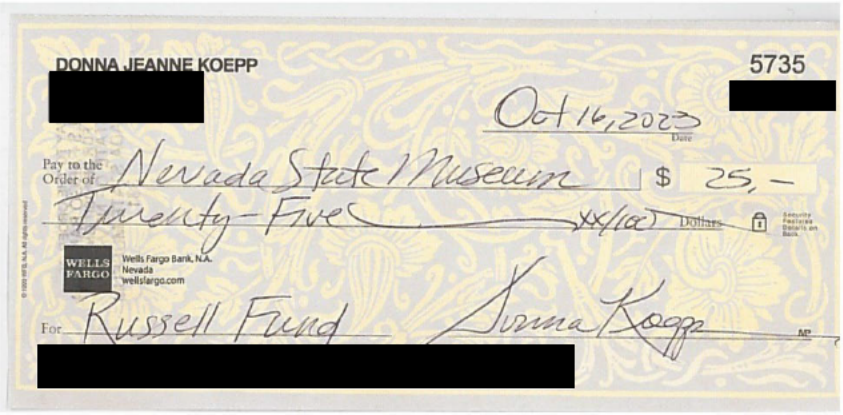
Re: New Restricted Donation

The Nevada State Museum, Carson City, has received $25 from Donna Koepp for the restricted Charles and Marjorie Russell Fund.

These funds will be deposited into and can be expended out of B/A 5036, Category 55, Project Code 3602.

Approval: _____ _____

Chairman, Board of Museums & History Date



NEVADA MUSEUMS & HISTORY
Joe Lombardo | Governor
Dan Thielen | Administrator

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

Memo

Date: October 5, 2023

To: Anthony Timmons, 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 $1,862.50 from Northern Nevada Coin & Bullion for the restricted special events fund.

These funds will be deposited into and expended out of B/A 5036, Category 55, Project Code 3629 for the purpose of funding special members events at the Museum.

Approval: _____ _____

Chairman, Board of Museums & History Date

NEVADA MUSEUMS & HISTORY
Joe Lombardo | Governor
Myron Freedman | Administrator

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

Memo

Date: September 15, 2023

To: Anthony Timmons, Chair
Board of Museums & History

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

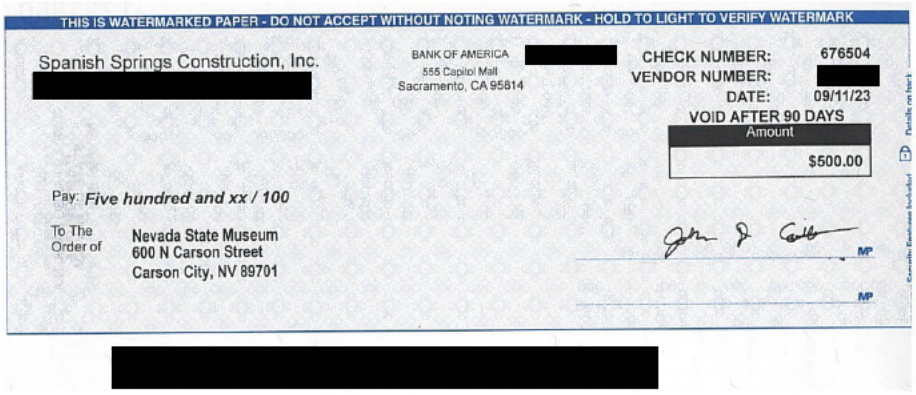
Re: Restricted Donation – El Dia De Los Muertos

The Nevada State Museum, Carson City, has received a check in the amount of $500 from Spanish Springs Construction in support of this year's El Dia De Los Muertos (The Day of the Dead) community cultural event.

The funds are earmarked specifically for El Dia De Los Muertos and will be deposited into Budget Account 5036, Category 55, restricted fund 3628 for this event.

Approval: _____ _____

Chairman, Board of Museums & History Date


THIS IS WATERMARKED PAPER - DO NOT ACCEPT WITHOUT NOTING WATERMARK - HOLD TO LIGHT TO VERIFY WATERMARK

Spanish Springs Construction, Inc.
[redacted]

BANK OF AMERICA
555 Capitol Mall
Sacramento, CA 95814

CHECK NUMBER: 676504
VENDOR NUMBER: [redacted]
DATE: 09/11/23
VOID AFTER 90 DAYS

Amount
$500.00

Pay: *Five hundred and xx / 100*

To The Order of
Nevada State Museum
600 N Carson Street
Carson City, NV 89701

[redacted]

NEVADA MUSEUMS & HISTORY
Joe Lombardo | Governor
Dan Thielen | Administrator

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

Memo

Date: October 18, 2023

To: Anthony Timmons, Chair
Board of Museums & History

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

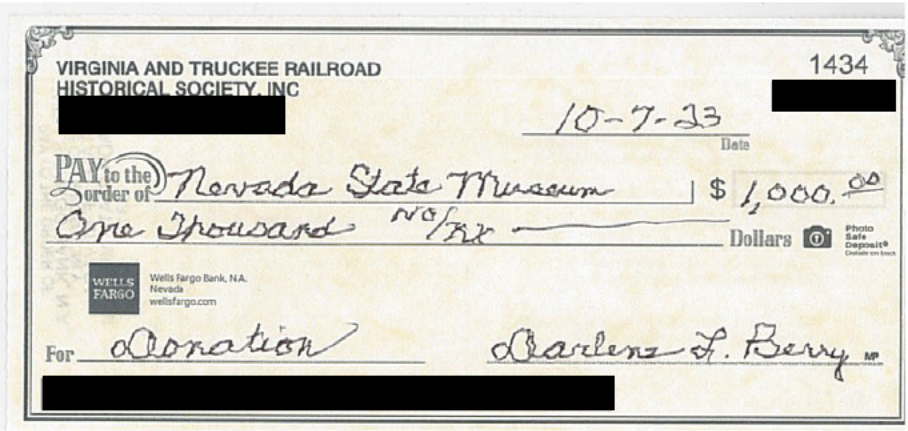
Re: New Restricted Donation

The Nevada State Museum, Carson City, has received an unrestricted $1,000 donation from the Virginia & Truckee Railroad Society.

These funds will be deposited into Budget Account 5036 under Revenue General Ledger Code 4251.

Approval: _____ _____

Chairman, Board of Museums & History Date


VIRGINIA AND TRUCKEE RAILROAD
HISTORICAL SOCIETY, INC
[redacted]
1434
[redacted]
10-7-23
Date
PAY to the order of Nevada State Museum $ 1,000.00
One Thousand NO/XX Dollars
WELLS FARGO Wells Fargo Bank, N.A. Nevada wellsfargo.com
For Donation Marlene L. Berry MP
[redacted]

NEVADA MUSEUMS & HISTORY
Joe Lombardo | Governor
Daniel Thielen | Administrator

LOST CITY MUSEUM
Tracey Sprague | Director

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

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

MEMORANDUM

DATE: 12/7/2023

TO: Anthony Timmons, Chairman
Board of Museums and History

THROUGH: Daniel Thielen, Administrator
Division of Museums and History

FROM: Tracey Sprague, Director
Lost City Museum

RE: Unrestricted Donation acceptance

The Lost City Museum has received a check in the amount of $66,666.66 from the Robert J. Caproni and Joyce N. Caproni Revocable Trust. The funds have been disbursed to the Museum without restriction.

_____ _____

Anthony Timmons, Chairman of the Board of Museums and History Date

Tillem McNichol & Brown

ATTORNEYS AT LAW

Attorneys
Leonard M. Tillem, retired
Rosamonde McNichol
David A. Brown

846 Broadway
Sonoma, California 95476
Telephone (707) 996-4505
Toll Free (800) 996-4505
Fax (707) 996-2460
www.lentillem.com

Paralegal
Vanessa Yassine

October 25, 2023

Re: The Robert J. Caproni and Joyce N. Caproni Revocable Trust
dated September 5, 2013
Second Distribution

Dear Beneficiaries:

The Trustee is pleased to make a second distribution from the Trust. Along with the checks, I am also enclosing is a worksheet reflecting the distribution amounts to each beneficiary according to the terms of the Trust. Also enclosed is a document entitled "Receipt on Distribution." *Please date, sign, and return the Receipt to me prior to negotiating your check.*

As before, the shares to John Caproni, Patrick Caproni, Daniel Caproni and Joseph Caproni are being held back for 2 years.

Sincerely,

Vanessa Yassine

cc: Amy Harrington, Trustee

Caproni Second Distribution

Amount of Distribution	$4,000,000.00	
Joyce's Beneficiaries	$2,000,000.00	
Sara Beth Hufbauer	$400,000.00	
Benjamin Grant Hufbauer	$400,000.00	
Ruth Arabelle Hufbauer	$400,000.00	
Ellen Arabelle Hufbauer	$400,000.00	
Romain Clyde Hufbauer	$400,000.00	
Robert's Beneficiaries	$2,000,000.00	
John Anthony Caproni	$250,000.00	hold for 2 years
Patrick Joseph Caproni	$250,000.00	hold for 2 years
Daniel Francis Caproni	$250,000.00	hold for 2 years
Joseph Paul Caproni	$250,000.00	hold for 2 years
Art Institute of Chicago	$500,000.00	
Salesian Missions	$300,000.00	
Janet Turner Print Museum	$66,666.66	
Elbert Hubbard Roycroft Museum	$66,666.66	
Lost City Museum	$66,666.66	
Total	$3,999,999.98	

9/9/22 - preliminary distribution made as outlined above.
The $250,000 to the Caproni Sprinkling Trusts were held back
for 2 years so they won't lose financial aid.

CAPRONI ASSETS

US Bank Savings xxx-8046	$956.11
US Bank Checking xxx-9056	$13,596.06
MS IRA xxx-3228	$114,240.67
MS IRAs xxx-3227	$450,748.27
MS Trust xxx-3200	$4,175,867.06
TOTAL	**$4,755,408.17**

TILLEM McNICHOL & BROWN
DAVID A. BROWN, ESQ., SBN 208686
846 Broadway, Sonoma, CA 95476
Telephone: (707)996-4505
Facsimile: (707)996-2460

Attorney for Amy Harrington, Trustee

The Robert J. Caproni and Joyce N. Caproni Revocable Trust dated September 5, 2013.

RECEIPT FOR SECOND DISTRIBUTION

The undersigned does hereby acknowledge receipt from Amy Harrington, as Trustee of the Robert J. Caproni and Joyce N. Caproni Revocable Trust dated September 5, 2013, check no. 1019, in the amount of $66.666.66.

DATED: 11/02, 2023

Director, for
Lost City Museum, Beneficiary

ROBERT J. & JOYCE N. CAPRONI REV TR
AMY HARRINGTON
846 BROADWAY
SONOMA, CA 95476-7013
UNITED STATES

Morgan Stanley

1019
25-80/440

10/24/2023
Date

Pay to the Order of Lost City Museum | $ 66,666.66

Sixty-six thousand, six hundred sixty-six and 66/100 Dollars

Photo Safe Deposit® Detail on back

UMB Bank, N.A.
Kansas City, MO 64106
1-800-668-3462

Expense Analyzer

For Caproni Trust - 2nd distribution

MP

The Lost City Museum

721 S Moapa Valley Blvd
PO Box 807
Overton, NV
702-397-2193

11/2/2023 3:31:00 PM

Receipt #: 23879
WS: 2

SKU	QTY	PRICE	EXT PRICE
donbox	1	66666.66	$66666.66
DONATION BOX			
Orig: $66666.66			

DONATION - CAPRONI TRUST 2ND DISTRIBUTION

1 Unit(s) Subtotal: $66666.66

RECEIPT TOTAL: $66666.66

Check Tendered: $66666.66

Acct # 1019

Change: $0.00

We appreciate your business!

ALL RETURNS MUST BE
ACCOMPANIED BY RECEIPT.

Refunds or Exchanges must be completed within
30 days of original purchase.

ALL SALES ARE FINAL ON
SALE ITEMS.

23879

NEVADA MUSEUMS & HISTORY
Joe Lombardo | Governor
Daniel P. Thielen | Administrator

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

MEMORANDUM

DATE: 11/15/2023

TO: Board of Museums and History

THROUGH: Daniel Thielen, Administrator
Division of Museums and History

FROM: Catherine Magee, Director
Nevada Historical Society

RE: Goe Microfilm Reader restricted donation acceptance

The Nevada Historical Society requests acceptance of restricted funds in the amount of $10,000.00 to BA 5035 account number 3501, the Research Library fund. These funds are to purchase microfilm readers for the NHS Research Library.

_____ _____

Representative of the Board of Museums and History Date

NEVADA MUSEUMS & HISTORY
Joe Lombardo | Governor
Daniel P. Thielen | Administrator

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

September 23, 2023

Dear Mr. and Mrs. Goe,

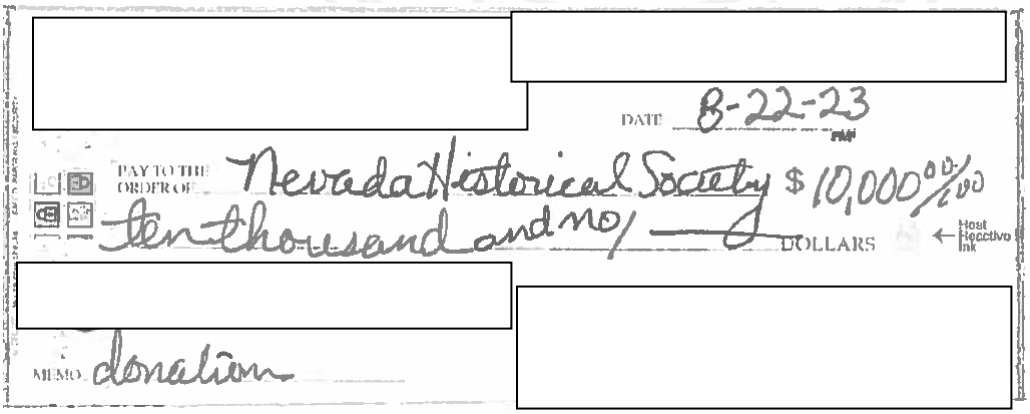
Your generous donation of $10,000.00 to the Research Library for microfilm readers will allow us to continue to preserve, protect, and share Nevada's cultural heritage.

I would like to state that no goods or services were transferred to you because of your tax-deductible donation valued at $10,000.00. Additionally, your gift will not be placed in a donor advised fund or supporting organization.

Our Research Library is widely utilized by a diverse community of researchers, and your donation augments access to our unique collections at the Nevada Historical Society. Thank you for helping us make our collections accessible and being stalwart supporters. We greatly appreciate your donation; the Nevada Historical Society is so fortunate to have you both as friends and donors.

Sincerely,

Catherine Magee



NEVADA MUSEUMS & HISTORY
Joe Lombardo | Governor
Daniel P. Thielen | Administrator

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

MEMORANDUM

DATE: 11/15/2023

TO: Board of Museums and History

THROUGH: Daniel Thielen, Administrator
Division of Museums and History

FROM: Catherine Magee, Director
Nevada Historical Society

RE: In Memoriam Poncia AGA restricted donations acceptance

The Nevada Historical Society requests acceptance of restricted funds in the amount of:
$1000.00 McDonald Carano Law credit card
$500.00 Knobel, credit card
$500.00 Turek and Carlson, check
$500.00 Clemons, check

to BA 5035 account number 3516, the American Gaming Archive fund. These funds are donated in memory of Jerry Poncia to per his family's request.

_____ _____

Representative of the Board of Museums and History Date

From: Catherine Magee
Sent: Wednesday, October 18, 2023 4:09 PM
To: Shelly Staunton
Subject: donations in memoriam Jerry Poncia

Hi Shelly,
You are so kind to have the NHS named as a donation beneficiary in memory of your father. I am so glad we were able to do an oral history with him. What an amazing life!

As we discussed, the donations will support the American Gaming Archives (AGA) which is where his oral history is archived. I will write personal thank you notes to the donors and let you know who donated in his memory.

Thank you again,
Catherine

Catherine Magee, Ph.D.
Director, Nevada Historical Society
1650 N. Virginia St., Reno, NV 89503

NEVADA MUSEUMS & HISTORY
Joe Lombardo | Governor
Daniel P. Thielen | Administrator

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

Nevada Historical Society
1650 North Virginia Street
Reno, NV 89503
(775) 688-1190

Receipt # 8685
10/25/2023 4:16:56 PM WS 3

SKU	QTY	PRICE	EXT PRICE
100573	1	$500.00	$500.00

Orig $500.00

1 Unit(s) Subtotal $500.00
RECEIPT TOTAL: $500.00
VISA Credit Card Tendered $500.00

Thank you for your support!

ALL RETURNS MUST BE ACCOMPANIED BY RECEIPT

Returns and exchanges are accepted with 7 days of purchase date for a refund

NO RETURNS ON SALE ITEMS

8685

Nevada Historical Society
1650 North Virginia Street
Reno, NV 89503
(775) 688-1190

Receipt # 8684
10/25/2023 3:11:34 PM WS 3

SKU	QTY	PRICE	EXT PRICE
100573	1	$1000.00	$1000.00

Orig $1000.00

1 Unit(s) Subtotal $1000.00
RECEIPT TOTAL: $1000.00
VISA Credit Card Tendered $1000.00

Thank you for your support!

ALL RETURNS MUST BE ACCOMPANIED BY RECEIPT

Returns and exchanges are accepted with 7 days of purchase date for a refund

NO RETURNS ON SALE ITEMS

8684

[redacted] Oct. 29, 2023 Date

Pay to the Order of Nevada Historical Society $500.00

Five hundred and no/100 Dollars

For Terry Porcia [redacted]

[redacted] 11-26-23

Pay to the Order of Nevada Historical Soc $500.00

Five Hundred & no/100 Dollars

For Terry Porcia [redacted]

NEVADA MUSEUMS & HISTORY
Joe Lombardo | Governor
Daniel P. Thielen | 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 DECEMBER 7-8, 2023

I. Private Funds Budget Summary B/A 5038

State Fiscal Year 2024 09/30/2023	GL /Cat#	SFY 2024 Budget	Actuals YTD	Percentage YTD
Cash From Prev Fiscal Year	2511	83,717	83,717	100.00%
Cash Bal Fwrd New Fiscal Year	2512	2,411	2,411	100.00%
Comparison of Revenues Budgeted/ Received:				
Memberships*	4008	8,824	735	8.33%
Merchandise Sales*	4025	114,000	12,200	10.70%
Gifts & Donations	4251	5,771	74	1.28%
Private Grants	4265	5,000	0	0.00%
Treasurer's Interest	4326	622	0	0.00%
Outside Bank Account	4454	55,251	55,251	100.00%
Total Revenues:		$189,468	$68,260	36.03%
Comparison of Expenditures Budgeted/Expended:				
Administration	35	26,330	1,190	4.52%
Archaeology Special Projects	36	2,500	141	5.63%
Buildings & Grounds	37	3,311	26	0.78%
Shelving Unit Project	38	55,251	0	0.00%
Museum Store*	41	133,434	37,177	27.86%
Special Events	42	3,950	99	2.50%
Board Appr Special Projects	48	45,820	0	0.00%
Special Projects (Restricted)	55	5,000	0	0.00%
Total Expenditures:		$275,596	$38,633	14.02%
Available Unrestricted Cash			110,755	

Revenue/Expenditure Comparison Narrative:

The first quarter of FY24 has been consistent with previous years.
LCM did host a successful event at the end of August, and sales within the store have been comparable to previous years. A specific breakdown can be found in the Museum Store section.

The repairs made at the end of FY23 have made life easier at the museum, allowing the staff to focus on other more things than the ongoing plumbing issues with the building. The CIP to fix the pueblos is moving forward, along with plans to fix some other maintenance issues, such as the outdoor lighting and siding for the workshop and shed, and the installation of new storage shelves.

Report is through September 30, 2023.

* Further detail available in the identified sections.

II. Museum Store Sales

Gross store sales revenue comparison against three previous fiscal years.

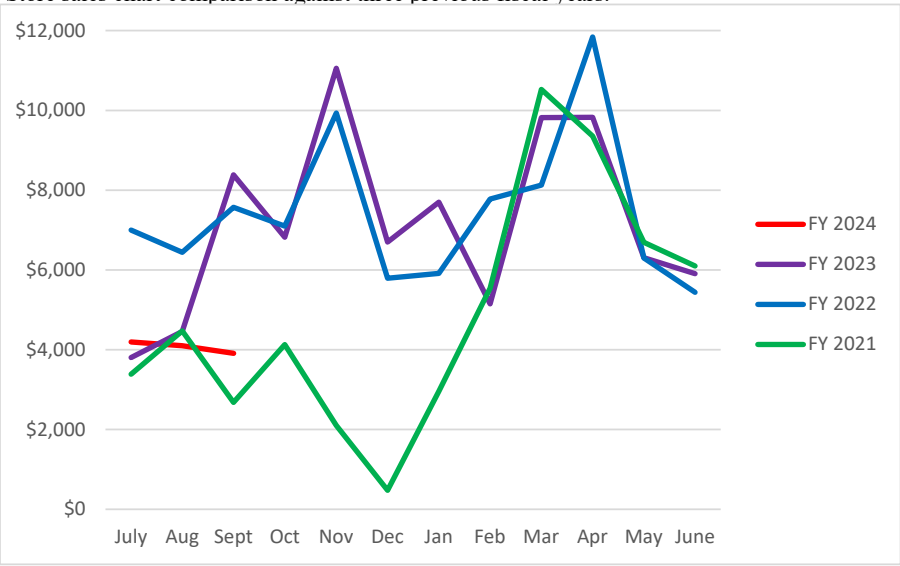
Fiscal Year	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL	Column1
FY 2024	$4,194	$4,097	$3,909										$12,200	
FY 2023	$3,803	$4,454	$8,386	$6,823	$11,055	$6,700	$7,700	$5,150	$9,815	$9,824	$6,307	$5,908	$85,926	
FY 2022	$6,996	$6,445	$7,569	$7,096	$9,933	$5,795	$5,916	$7,778	$8,127	$11,839	$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	
YTD	$4,194	$8,291	$12,200	$12,200	$12,200	$12,200	$12,200	$12,200	$12,200	$12,200	$12,200	$12,200	$12,200	

YTD COMPARISON	110.27%	100.40%	73.30%	51.99%	35.34%	29.60%	24.94%	22.56%	19.10%	16.55%	15.25%	14.20%
MONTHLY COMPARISON	110.27%	91.97%	46.62%	0.00%	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.

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.



Museum Store Profit and Loss Chart

FY2024	Revenues	Expenditures			Total	Net	% Net
		Merchandise	Personnel	Oper/Other	Expenditure	Profit (Loss)	Profit (Loss)
July	4,194	-	5,939	-			0.0%
August	4,097	1,086	5,164	-			0.0%
September	3,909	17,738	7,081	170			0.0%
October	-						0.0%
November	-						0.0%
December	-						0.0%
January	-						0.0%
February	-						0.0%
March	-						0.0%
April	-						0.0%
May	-						0.0%
June	-						0.0%
FY24 Total	12,200	18,824	18,184	170	37,177	(24,977)	(204.7%)
FY23 Total	85,926	46,169	46,989	1,765	94,923	(8,997)	(10.5%)
FY22Total	59,452	26,617	29,264	3,299	59,180	272	0.5%
FY21 Total	63,731	34,415	46,108	3,854	84,377	(20,646)	(32.4%)

72736 54590

Museum Store Sales Narrative:

The Museum Store revenue numbers for July and August FY24 are comparable to FY23.
Please note the revenue numbers for Sept. in FY23 are heavily skewed do to large consignment piece ($3000) that was sold during our monthly art show. The likelihood of this expensive of a piece selling again in highly unlikely. This explains the several thousand-dollar difference between Sept. of FY23 and 24. LCM currently has a 15% consignment, so in the store made closer to $450, and not $3000. The expenses relating to the art shows aren't usually processed until the beginning of the following month.

The LCM Store also decided this year to front load their merchandise spending. The store is fully stocked and the plan to is not purchase anything else for the next several months until the museum store is back in the black.

LCM Store is also in the process of pushing a large Museum Store marketing campaign for the holiday season. Starting with Museum Store Sunday, the store will be offering deals and pushing more products on our social media and website to drive sales for the next quarter.

IV. Membership Program

Membership Figures

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

Membership Categories	Qtr 1 July - Sep		Qtr 2 Oct - Dec		Qtr 3 Jan - Mar		Qtr 4 April - June		TOTAL		TOTAL
	New	Renew	New	Renew	New	Renew	New	Renew	New	Renew	Combined
Individual	1	3							1	3	4
Family	1	1							1	1	2
Sustaining	1	0							1	0	1
Contributing									0	0	0
Patron									0	0	0
Benefactor									0	0	0
Senior	3	15							3	15	18
Student									0	0	0
FY 24	6	19	0	0	0	0	0	0	6	19	25
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
YTD	6	19	6	19	6	19	6	19	6	19	25

YTD COMPARISON

37.50% 90.48% 19.35% 39.58% 12.50% 25.68% 10.53% 20.88%

QUARTERLY COMPARISON

37.50% 90.48% 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 Sales

Membership sales comparison against three previous fiscal years.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 24	$330	$270	$135										$735
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
YTD	$330	$600	$735	$0	$0	$0	$0	$0	$0	$0	$0	$0	$735

YTD COMPARISON

0.00%	214.29%	138.68%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

MONTHLY COMPARISON

#DIV/0!	96.43%	54.00%	0.00%	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.
Monthly Comparison compares the current month of the current year against the same month in the previous year.

Membership Program Narrative

Membership for the quarter is down. While we did see an increase when comparing July FY23 to FY24, we are down in the month of Sept., comparatively. While our membership drive did not produce the numbers we hoped for the month of August, the museum plans to do another push in the next quarter, and push membership again after the updated membership plan goes into effect in January.

V. Museum Attendance

Attendance chart comparison against three previous fiscal years.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 24	330	498	560										1388
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
YTD	330	828	1,388	0	0	0	0	0	0	0	0	0	1,388
YTD COMPARISON													
	75.69%	99.28%	102.36%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
MONTHLY COMPARISON													
	75.69%	125.13%	107.28%	0.00%	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.
Monthly Comparison compares the current month of the current year against the same month in the previous year.

Attendance Receipts

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 24	$799	$2,000	$2,735										$5,534
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
YTD	799	2,799	5,534	0	0	0	0	0	0	0	0	0	5,534
YTD COMPARISON													
	46.62%	89.49%	94.57%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
MONTHLY COMPARISON													
	46.62%	141.47%	100.40%	0.00%	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.
Monthly Comparison compares the current month of the current year against the same month in the previous year.

Museum Attendance Narrative:

We held the final 4th scheduled lecture series event during this quarter. The July talk with Chris Nycz on Lake Mead brought 10 guests. We also held our bi-annual Kid's Day event on Sept. 30th, which brought in 18 children.

During the quarter, Archaeologist Virginia Lucas made educational connections with over 300 people with the following offsite and onsite activities:
July 20, 2023 – SNAP meeting - 15 people
August 5, 2023 – Ceramics refit workshop - 15 people
August 26, 2023 - Hot & Dusty Film Festival presentation on the history of LCM @ LCM - 151 people
Sept. 20, 2023 – Bone ID Workshop with Las Vegas Metro Police Department – 30 people
Sept. 26, 2023 – Zoom call with Landry Lichty's 2nd grade class from Arkansas – 20 people
Sept. 27, 2023 – Bone ID Workshop with Las Vegas Metro Police Department – 35 people (morning)
Sept. 27, 2023 – Bone ID Workshop with Las Vegas Metro Police Department – 40 people (evening)

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. The Lost City Museum Docent Council has been assisting with raising monies for this project.

VII General Museum Activities

CIP Projects

Pueblo Assessment and Restoration. Funded in the 2021 session, this project is now entering the construction stage. Public Works is in the process of looking for contractors to bid on the project. Two of the pueblo rooms need beam repair. The plan is to cut down a cottonwood tree on the property and to use that wood for repairs. It was recommended by SHPO to use materials that would have been found locally for the repairs. The project is set to move forward by late 2023.

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. Since changing back over to NEATS from SuccessFactor for State job recruitment, no applicants have been found. The job will remain open until filled.

From Spring to Summer 2023, the museum hosted the an Archaeologist of Southern Nevada Lecture series. The last one of the series happened in the 1st quarter of FY24:
July 15, 2023 - Lake Mead talk with Chris Nycz, 10 attended.
August 26, 2023 - Hot and Dusty Film Festival - 151 in attendance
September 30, 2023 - Bi-annual Kids Day - 18 children in attendance

Archaeologist Virginia Lucas participated in the following offsite outreach events:
July 20, 2023 – SNAP meeting - 15 people
August 5, 2023 – Ceramics refit workshop - 15 people
Sept. 20, 2023 – Bone ID Workshop with Las Vegas Metro Police Department – 30 people
Sept. 26, 2023 – Zoom call with Landry Lichty's 2nd grade class from Arkansas – 20 people
Sept. 27, 2023 – Bone ID Workshop with Las Vegas Metro Police Department – 35 people (morning)
Sept. 27, 2023 – Bone ID Workshop with Las Vegas Metro Police Department – 40 people (evening)

Lost City Museum is open from Wednesday to Sunday from 8:30 am to 4:30 pm.

NEVADA MUSEUMS & HISTORY
Joe Lombardo | Governor
Daniel P. Thielen| 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, DECEMBER 7-8, 2023

I. Private Funds Budget Summary B/A 5036

State Fiscal Year 2024 as of 09/30/2023	GL /Cat#	SFY 2024 Budget	Actuals YTD	Percentage YTD
Cash From Prev Fiscal Year	2511	583,759	583,759	100.00%
Cash Bal Fwrd New Fiscal Year	2512	38,427	38,427	100.00%
Comparison of Revenues Budgeted/ Received:				
Facilities Charg	3801	4,650	885	19.03%
Anthropology Fees	3871	60,000	415	0.69%
Coin Press Sales	3872	200,000	16,482	8.24%
Memberships*	4008	24,365	8,515	34.95%
Photograph Sales	4010	1,208	1,040	86.09%
Merchandise Sales*	4025	205,000	60,493	29.51%
Gifts & Donations	4251	4,228	510	12.07%
Private Grants	4265	25,000	1,195	4.78%
Treasurer's Interest	4326	3,958	0	0.00%
Outside Bank Acct (MS)	4454	10,000	10,868	108.68%
Total Revenues:		$538,409	$100,403	18.65%
Comparison of Expenditures Budgeted/Expended:				
Anthropology	37	15,000	220	1.47%
Natural History	39	10,000	0	0.00%
Administration	41	121,905	2,790	2.29%
Education	42	6,916	1,350	19.52%
Exhibits	43	93,132	3,283	3.53%
History	45	20,003	4,031	20.15%
Board Appr Special Projects	48	376,664	0	0.00%
Museum Store*	49	180,491	42,955	23.80%
Coin Press	50	104,089	1,433	1.38%
Special Projects (Restricted)	55	174,534	5,097	2.92%
Restr Collection Storage Maint	56	57,861	3,058	5.28%
Total Expenditures:		$1,160,595	$64,216	5.53%

Nevada State Museum
Report to the Board
December 7-8, 2023

The Museum has had a solid Q1 for FY2024. Admissions and Museum Store revenue are running solidly ahead of projections. A big project in the History Department led to a big photo sale. Membership sales are ahead of pace again for the quarter, and facilities revenue is starting to climb. Revenue far exceeds expendetures for Q1, a good start to the fiscal year.

Report is through September 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 2024	$22,869	$19,308	$18,316										$60,493
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
YTD	$22,869	$42,177	$60,493	$60,493	$60,493	$60,493	$60,493	$60,493	$60,493	$60,493	$60,493	$60,493	$60,493

YTD COMPARISON												
	175.20%	139.56%	125.68%	99.24%	77.54%	68.25%	61.31%	56.65%	49.00%	34.84%	30.71%	25.48%
MONTHLY COMPARISON												
	175.20%	112.47%	102.26%	0.00%	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.

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.

Museum Store Profit and Loss Chart

FY2024	Revenues	Expenditures			Total	Net	% Net
		Merchandise	Personnel	Oper/Other	Expenditure	Profit (Loss)	Profit (Loss)
July	22,869	-	4,989	-	4,989	17,879	78.2%
August	19,308	13,547	4,826	2,645	21,018	(1,709)	(8.9%)
September	18,316	8,894	7,091	963	16,948	1,368	7.5%
October	-				-	-	0.0%
November	-				-	-	0.0%
December	-				-	-	0.0%
January	-				-	-	0.0%
February	-				-	-	0.0%
March	-				-	-	0.0%
April	-				-	-	0.0%
May	-				-	-	0.0%
June	-				-	-	0.0%
FY24 Total	60,493	22,440	16,907	3,608	42,955	17,538	29.0%
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%

Museum Store Sales Narrative:

The Museum Store for Q1 is outperforming projections and as of the end of the quarter is 29% profitable. One key is that medallion sales are back in full force. Store Manager Cayce Weislow is continues to foster relationships with local vendors and the store is getting a reputation in the community for a place where one can shop local. Although expenditures are up in the store, it is due to demand, which is leading to more revenue. The store is doing fantastic, Ms. Weislow and her volunteers should be commended for their success.

New product sourced from Mound House, NV

IV. Membership Program

Membership Figures

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

Membership Categories	Qtr 1 July - Sep		Qtr 2 Oct - Dec		Qtr 3 Jan - Mar		Qtr 4 April - June		TOTAL		TOTAL
	New	Renew	New	Renew	New	Renew	New	Renew	New	Renew	Combined
Individual	9	25							9	25	34
Family	16	55							16	55	71
Sustaining	5	24							5	24	29
Contributing	0	3							0	3	3
Patron	0	0							0	0	0
Benefactor	0	1							0	1	1
Senior	26	77							26	77	103
Student	0	0							0	0	0
FY 24	56	185	0	0	0	0	0	0	56	185	241
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
YTD	56	185	56	185	56	185	56	185	56	185	241

YTD COMPARISON

143.59% 110.12% 78.87% 71.15% 49.56% 37.22% 30.60% 26.81%

QUARTERLY COMPARISON

143.59% 110.12% 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 Sales

Membership sales comparison against three previous fiscal years.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 24	$0	$6,390	$2,125										$8,515
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
YTD	$0	$6,390	$8,515	$0	$0	$0	$0	$0	$0	$0	$0	$0	$8,515

YTD COMPARISON

#DIV/0!	104.59%	121.22%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

MONTHLY COMPARISON

0.00%	108.04%	232.24%	0.00%	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.
Monthly Comparison compares the current month of the current year against the same month in the previous year.

Membership Program Narrative

Mr. Kelly Brant continues his successful curation and recruitment of members. The Membership Program continues to grow at a healthy rate, and currently is outperforming the annual projections for the program. The Museum is planning on doing more Members exclusive events to help recruit. We will be hosting a Gallery Opening for the "Mint Landing" Exhibit, and a cocktail party to celebrate Mrs. Lombardo donating her inaugural ball gown to the Textile Center.

V. Museum Attendance

Attendance chart comparison against three previous fiscal years.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 24	3,775	3,101	2,959										9,835
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
YTD	3,775	6,876	9,835	0	0	0	0	0	0	0	0	0	9,835

YTD COMPARISON

129.68%	125.20%	125.25%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

MONTHLY COMPARISON

129.68%	120.15%	125.38%	0.00%	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.
Monthly Comparison compares the current month of the current year against the same month in the previous year.

Attendance Receipts

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 24	$17,659	$26,731	$20,350										$64,740
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
YTD	17,659	44,390	64,740	0	0	0	0	0	0	0	0	0	64,740

YTD COMPARISON

104.39%	113.98%	116.95%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

MONTHLY COMPARISON

104.39%	121.35%	124.01%	0.00%	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.
Monthly Comparison compares the current month of the current year against the same month in the previous year.

Nevada State Museum
Report to the Board
December 7-8, 2023

Museum Attendance Narrative:

Attendance is continuing to trend upward since the COVID-19 pandemic. We are seeing consistent increase in visitorship and attendance at programs, such as our Frances Humphrey Lectures. Attendance is providing positive feedback on admissions, store, and membership revenue. The Education Office has nearly filled our entire school field trip schedule for the year already, which also increases our numbers. Bearing in mind these numbers do not reflect visitorship to the Nevada State Capitol Building which hosts Museum exhibits and utilizes Museum docents as well.

VII General Museum Activities

Education and Outreach

July 2023

History Mint Mine 0 scheduled tours 0 participants
Under One Sky 0 scheduled tours 0 participants
Capitol Building 10 scheduled tours 38 participants
Unguided Museum Tours 3 scheduled 110 participants
Scheduled Education Programs 1 31 participants
Family Fun Saturday, 0
0 children 0 adults 0 participants
CAP Saturday Drop-in 327 participants

August 2023

History Mint Mine 0 scheduled tours 0 participants
Under One Sky 3 scheduled tours 90 participants
Capitol Building 7 scheduled tours 81 participants
Unguided Museum Tours 5 scheduled 125 participants
Scheduled Education Programs 0 0 participants
Family Fun Saturday, Nevada 0
0 children 1 adults 0 participants
CAP Saturday Drop-ins 422 participants

September 2023

History Mint Mine 0 scheduled tours 0 participants
Under One Sky 5 scheduled tours 175 participants
Capitol Building 14 scheduled tours 88 participants
0 Unguided Museum Tours 0 scheduled 0 participants
Scheduled Education Programs 0 0 participants
Family Fun Saturday in June 1 50 participants
23 children 27 adults
CAP Saturday Drop-ins 483 participants

Quarter totals
0 History Mint Mine tours to 0 participants
8 Under One Sky tours to 265 participants
8 Unguided tours to 235 participants
31 Capitol Building tours to 207 participants
1 Education Program Presentations to 31 participants
1 Family Fun Saturday Presentations to 50 participants
Off site presentation "Back to School" at Reno Museum of Art, 3 volunteers gave away 88 teacher bags 8/30/2023

Exhibits and Natural History Staff at Great Basin National Park

<u>Exhibits Department</u>
Mint History Exhibit:

- Continue work on main 2D layout and timeline installation.

Natural History:

- Bird case display case mock-up
-Facilitate contract for Natural History case construction.
-Plan electrical/lighting layout in cave exhibit.
-Coordinate and oversee fire sprinkler installation in cave and strobe light/alarm installation throughout future natural history exhibit in upper south gallery.
-Great Basin research trip with Natural History and Exhibits crew to gather reference, photos, information and inspiration from Lehman Caverns, Glacier/Bristlecones Grove, mountain stream and pinyon Juniper habitat for recreation and incorporation into future natural history exhibit.
-Assemble and present Power point at Volunteer Training: "Future Natural History Exhibit Reveal".
-Run ventilation duct through mountain lion cave.

Basket Gallery:

-Construct and install furniture to house 3 basket weave touch specimens
-Mock up text panels for display cases and touch exhibit.
-Install Glasbau Hahn glass display shelves in all 3 cases.
-Extend/build out ½ wall in basket gallery stairwell (behind bench).
-Construct wall/door to cover closet in basket gallery and provide more space for interpretation.
-Meet with Sue Ann Malone to facilitate 3 custom baskets for mold-making and casting touch exhibits.
-Research, purchase and install and test projector in basket gallery.
-Begin botanical illustrations for basket gallery materials section.
-Conduct tests and experiments for molds cold cast bronze.

Miscellaneous Projects:

- Assist Railroad Museum with troubleshooting and fixing track laying video display/exhibit.
-Create design Nevadadromeus glow in the dark shirts for children's museum and NSM store.
-Facilitate coin press turnbuckle replacement/repair with Chris Dewitt from NSRRM.
-Facilitate reactivation of coin counter apparatus with /Chris Dewitt from NSRRM.
-Meet with Ripple group to obtain proposal and plan for potential outdoor garden exhibit (Washoe medicinal garden and natural history).

History Department

Tri-Monthly Registrars Report
Jul-Aug-Sept 2023

ACCESSIONS - Accessions = 2, Objects = 15

LOANS - Loans Current = 59

PHOTO REQUESTS EXTERNAL = 4
PHOTO REQUESTS STAFF = 8
RESEARCH REQUESTS EXTERNAL = 11
RESEARCH REQUESTS STAFF = 10
DONATION INQUIRIES = 10

PAST PERFECT - PastPerfect Records updated = 1711

MANPOWER & VOLUNTEERS
Manpower workers: Gabi Fernandez, Cathleen Allison
Volunteer hours: Peggy Sweetland = 3, Bob Nylen = 8, Lin Nary = 2.5

July Highlights
The History Vault is the current inventory priority.
Assisted Myron Freedman and Dan Thielen with NSRM-Ely records searches.
Reviewed storage needs with Jan and helped with PO's for Steel Fixtures.
Submitted Non Capitalization report to Josh, Daphne and Myron

Worked on the survey with April for the State Archives and Records
Completed return of the Halsey Saddle to the US Naval Academy Museum
Participated in the Cloud storage discussion.

August Highlights
Worked on Loans, accessions and inventory.
Pulled artifacts for Tour Guide Training and gave general staff welcoming remarks.
Continue work on developing loan to Germany of Fey slot machines.

September Highlights
Inventory, photography of artifacts, and responding to research, photo, and donation inquiries.
Researched and submitted potential items for exhibit in concourse spaces to Josh.

Marjorie Russell Clothing and Textile Center Quarterly Report

PUBLIC PROGRAMS
Featured speaker, Costume Society of America Costume Camp,
Breckenridge, Colorado – 25 people

BEHIND THE SCENES, TOURS AND PROGRAMS

CONSULTATIONS/REQUEST REQUESTS/DONATIONS
Kate Duval et al – research men's work attire for Sutro Tunnel
Bill Tompkins – silk scarves
Ann Oakes – crochet samples
Donna Howell – vintage clothing
Pete Schuler – chaps

GRANTS
Requested quotes from Steel Fixture Mfg for 4 costume cabinets; prepare grant and submit to Nauman Foundation
Prepare PO and order Steel Fixture cabinets
In person site tour of Steel Fixture Mfg. Co, Topeka, KS (while on vacation)

LOANS ANDS EXHIBITION ASSISTANCE

Nevada State Museum
Report to the Board
December 7-8, 2023

NEVADA HISTORICAL SOCIETY

Mustang Ranch tour
Work w Debra Brastoff on NHS collections; object ID, photograph, Past Perfect

PROJECTS

Prepare Costume Camp PP lecture
Work w Anna and volunteers w mylar for flag collection
Work w Mary, Gabby, Cat Allison on re-housing flag collections/PP locations
Met with Clay Hall, travel writer – interview and tour

Research, (including interview participants), write and submit abstract for Costume Society of America symposium

Work w Pete Schuler on leather artifacts
Write and submit newsletter article
Assign PP locations to WC-1850-1 cabinet

Newly acquired beaded basket in honor of Wovoka

PROGRAM AND COLLECTIONS COMMITTEES

Attend all meetings
Participate in Curator of Education zoom interviews

Was on vacation for 3 weeks in August
NSM Chili Cookoff WINNER !

Anthropology Program Quarterly Report

ANNA:
Organized meeting and donation of Alisa Brownell's basketry from Grandmother, Larena Burns, Washoe weaver (7/14)
Working with Darla Gare-Sage to edit and write text for Basketry Gallery.
Posted social media (7/19, 8/25)
Coordinating correspondence and then meeting (7/24) between Daphne DeLeon (DMH ASO), and Madeline Van de Voort (BLM State Archaeologist) and Tammy Freeman (BLM Granting Officer) for three-year BLM Assistance Agreements (No. L20AC00500) and five-year Agreement (No. L22AS00248)
Created a new budget and completed documents for BLM Assistance Agreement (No. L22AS00248)
Assisted Linsie Lafayette with State Law inquiry and the treatment of land around Steamboat Hot springs (7/18)
Research request for identification of basketry through UNR for the Osage County Historical Society Museum (7/28)
Gene and Anna – behind the scenes tour of Basketry vault for Steve Miller, (Vasco Electric) 7/28
Gene and Anna assist Marzen House staff, volunteers, and Lovelock Tribal members in moving Lovelock collection (8/11)
Anna and Gene – Behind the Scenes tour for Great Basin Basket Weavers (8/16)
Assisted UNR Professor, Geoff Smith with accessing Dear Creek Cave collection for analysis.

Anna - Behind the Scenes Tour, Sheldon Lasda (9/14)
Anna and Gene – Behind the Scenes tour with Great Basin Basket weavers
Lecture for the Friends for their volunteer training (9/26)
Member of hiring committee for Curator of Education position with Josh, Jan, and Laurel.
Gene and Anna – Behind the Scenes tour for UNR Great Basin Archaeology class (9/28).

NAGPRA Related

Consultation with Patty Bassey and Chairwoman Debbie George for the addition of Brinkerhoff remains to NAGPRA Inventory (new NAGPRA requirement) and for transfer of control for Loud 1912 Sites controlled by Nevada Historical Society (NHS).
Rachel and Anna met with Mary Bobbitt (Eagle Lake BLM) who brought additional Native American human remains from Loyalton Rockshelter to Indian Hills for curation (8/8).
Attended NAGPRA Community of Practice Biweekly calls (7/14, 7/28, 8/11, 8/25, 9/22)
Assisted Cedric Streater (BLM Humboldt River Field Office) with repatriation documents and information.
Updated Notice of Inventory Completion for Loud 1912 surface sites (8/15)
NAGPRA interview with Alaina Lykins, Lake Forest College (8/22)
Assisted Toni Burton (Tribal Liaison, Fallon Navel Air Station) with filling out NAGPRA documents (8/31).

Gene, Rachel, and April:
Gene, Rachel, and April: Normal operational duties for our FTE's
Gene: Anthropology Dept. guest lecture
April: Wrote very successful social media post and newsletter article on newly acquired beaded basket in honor of Wovoka
Rachel: Awarded a $6600 grant from USFS for workup of paleontological collection from Smith Creek Cave, White Pine Co.

Natural History Quarterly Activities (April – June 2023)

Participated in a 3-day field trip with a member of the NSM Exhibits team to Smith Creek Valley (near Austin, NV) to study various habitats to be represented in natural history exhibits being developed.

Participated in a meeting with an outside consulting organization (Ripple Group) to develop a plan for a garden on NSM grounds that will interpret Native American and wildlife uses of native plants.

Assisted in preparation of a proposal to the Nevada Mineral Commission requesting funding for new geology related exhibits at the NSM. This effort resulted in the museum being awarded $50,000 grant to fund the project.

Participated in a 3-day field trip with three members of the NSM Exhibits team to Great Basin National Park (GBNP) to study various habitats to be

represented in natural history exhibits being developed.

Prepared an article for the NSM Newsletter discussing the above mentioned field trip to GBNP and why such work allows us to prepare better exhibits.
Prepared a Facebook post featuring Lehman Caves at GBNP.

32 Volunteer Hours were donated for entering Anthropological and Natural History bibliographic information into the NSM library data base

Facilities Department

Quarterly Report: July, August, and September 2023

The Facilities Department has been busy this quarter. HVAC units were serviced at all locations. All rooftop units are operational as well as AC unit at Indian Hills. Exterior grounds are being maintained, grass is green, and the flowers are blooming. The Custodian resigned in August, reopening that position. The museum attendance has picked up with the warm beautiful weather.

The main goal for this quarter is operation summer. Maintaining an inviting exterior grounds and a clean/sanitize facility is a priority. On the interior, we are continuing to go through the facility disinfecting all common areas. With the resignation of the custodian, custodial duties will fall on facilities staff to clean and maintain all three facilities.

Below is a brief breakdown for the quarter:

July:
Facilities:

- Interior Fan-coil HVAC quarterly servicing
- Orkin pest control monthly service
- Koch elevators monthly service
- Landscape maintenance
  - Textiles
  - Indian Hills

Admissions:

- The weekend average is 300-350 visitors.
- Events
  - July 4th Bell Ringing Ceremony
  - Reno Coin Club (concourse)

Blue Star Program Begin (Memorial Day – Labor Day)

August:

Facilities:

- Orkin pest control monthly service
- Koch elevator monthly service
- Quarterly emergency generator service and test
- Custodian Resigned (8/8/23)
- Battery Change (security devices)
- Annual Fire System Testing (all passed)
  - NSM
  - Textiles
  - Indian Hills

Admissions:

- The weekend average is 250 – 300 visitors.
- Events:
  - Reno Coin Club (concourse)
  - Blue Star Program Begin (Memorial Day – Labor Day)
  - NSM Store Vendor Day

September:

Facilities:

- Orkin Pest Control monthly service
- Koch Elevator monthly service
- Quarterly Rooftop Unit Servicing (belts and filters)
- Quarterly Fancoil Unit Servicing (filters)
- New Vinyl Museum Entrance Signage
- Sprinkler Install for New Bat Exhibit
- Boiler One is back online from a year hiatus
- Meeting for new CIP Projects
  - Textiles (rooftop unit/ Environmental control)
  - Indian Hills (rooftop unit/ Environmental control)

Admissions:

The weekend average is 200-250 visitors.

Events

Lifeline Health Screening
NSM Volunteer Training
Reno Coin Club (concourse)

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 responsibility.

The museum extends benefits to the greatest audience, provides leadership in heritage education, and adheres to the highest standards of public-trust stewardship.

Current Operations

The museum is open six days a week, Tuesday through Sunday.

FS Agreement No. 23-CS-11132426-455

Cooperator Agreement No. _____

CHALLENGE COST SHARE AGREEMENT
Between The
NEVADA STATE MUSEUM
And The
USDA, FOREST SERVICE
WASHINGTON OFFICE,
LANDS, MINERALS AND GEOLOGY MANAGEMENT

This CHALLENGE COST SHARE AGREEMENT is hereby made and entered into by and between the Nevada State Museum, hereinafter referred to as "NSM," and the United States Department of Agriculture (USDA), Forest Service, Washington Office, Lands, Minerals and Geology Management hereinafter referred to as the "U.S. Forest Service," under the authority: Department of Interior and Related Agencies Appropriation Act of 1992, Pub. L. 102-154

Title: Nevada State Museum, Long-Term Curation of Paleontological Resources from National Forest System Lands

I. PURPOSE:

The purpose of this agreement is to document the cooperation between the parties to document, prepare, and curate fossil material collected during permitted projects on National Forest System lands in accordance with the following provisions and the hereby incorporated Statement of Work and Financial Plan, attached as Exhibit A.

II. STATEMENT OF MUTUAL BENEFIT AND INTERESTS:

The NSM is a Nevada state museum of natural history. Its mission is to inspire and educate the public about the history and natural history of Nevada. In addition, the museum preserves, shares and promotes the understanding, and celebration of Nevada's natural and cultural heritage for the enrichment of all generations.

The Forest Service is responsible for preserving the paleontological resources of its public lands and interpreting those resources to the public.

It is therefore mutually beneficial for the NSM and the Forest Service to work cooperatively to better interpret these sites and artifacts and make them available to the public for scientific research, education, and display purposes.

In Consideration of the above premises, the parties agree as follows:

III. NSM SHALL:

A. LEGAL AUTHORITY. NSM shall have the legal authority to enter into this agreement, and the institutional, managerial, and financial capability to ensure proper planning, management, and completion of the project, which includes funds sufficient to pay the nonfederal share of project costs, when applicable.

B. BUILDING AND COMPUTER ACCESS BY NON-U.S. FOREST SERVICE PERSONNEL. NSM may be granted access to U.S. Forest Service facilities and/or computer systems to accomplish work described in the Operating Plan or Statement of Work. All non-government employees with unescorted access to U.S. Forest Service facilities and computer systems must have background checks following the procedures established by USDA Directives 3800 series. Those granted computer access must fulfill all U.S. Forest Service requirements for mandatory security awareness and role-base advanced security training, and sign all applicable U.S. Forest Service statements of responsibilities.

C. Provide necessary personnel for project activities.

D. Inspect and catalog field specimens with proper fossil housing supplies.

E. Share data collection and analysis with Forest Service and submit required reporting within established timeframes.

IV. THE U.S. FOREST SERVICE SHALL:

A. PAYMENT/REIMBURSEMENT. The U.S. Forest Service shall reimburse NSM for the U.S. Forest Service's share of actual expenses incurred, not to exceed $6,636, as shown in the Financial Plan. In order to approve a Request for Reimbursement, the U.S. Forest Service shall review such requests to ensure payments for reimbursement are in compliance and otherwise consistent with the terms of the agreement. The U.S. Forest Service shall make payment upon receipt of NSM's quarterly invoice. Each invoice from NSM shall display the total project costs for the billing period, separated by U.S. Forest Service and NSM's share. In-kind contributions must be displayed as a separate line item and must not be included in the total project costs available for reimbursement. The final invoice must display NSM's full match towards the project, as shown in the financial plan, and be submitted no later than 120 days from the expiration date.

Each invoice must include, at a minimum:

1. NSM name, address, and telephone number.
2. U.S. Forest Service agreement number.
3. Invoice date.
4. Performance dates of the work completed (start & end).

5. Total invoice amount for the billing period, separated by U.S. Forest Service and NSM share with in-kind contributions displayed as a separate line item.
6. Display all costs, both cumulative and for the billing period, by separate cost element as shown on the financial plan.
7. Cumulative amount of U.S. Forest Service payments to date.
8. Statement that the invoice is a request for payment by "reimbursement".
9. If using SF-270, a signature is required.
10. Invoice Number, if applicable.

The invoice must be forwarded to:

EMAIL: SM.FS.ASC_GA@USDA.GOV

FAX: 877-687-4894

POSTAL: USDA Forest Service
Budget & Finance
Grants and Agreements
4000 Masthead St, NE
Albuquerque, NM 87109

Send a copy to: Justin Wilkins, email: william.wilkins@usda.gov

B. Monitor progress of projects and collect required performance reports.

C. Provide necessary access to project sites.

D. Provide NSM with USDA regulations for curation of paleontological resources (CFR § 291.21-291.26, Attachment B).

E. Recognize NSM as "approved repository" (see Attachment B), and accept the professional practices and standards for paleontological collections detailed in the NSM Collection Policy (Attachment C) as in accordance with applicable federal property regulations regarding museum collections.

F. Maintain consistent communication with NSM regarding the Collection through agency contacts (named below), and update or renew the agreement as necessary. Periodically, an agency contact may request to physically inspect the Collection including contextual data records.

G. Review and approve or deny requests from NSM for permanent transfer or deaccession of the Collection, or part thereof.

H. Allow NSM to create reproductions (i.e., replicas, molds, and/or casts) of the Collection, either through physical or digital means, for scientific and educational

purposes, in keeping with the adopted policy and practice of NSM regulating such uses. Fossil replicas (molds, casts, digital data) created from federal specimens are not federal property. Fossil specimens from NFS lands may not be replicated expressly for commercial purposes, as prohibited by some aspects of the PRPA and associated regulations. "*All proceeds derived from any use of the collection* [U.S. Forest Service] *will be used for their support* (36 CFR § 291.26 (b) (9)).

I. Recognize that NSM may enter into separate agreements or contracts with individuals and organizations authorized by the USDA Forest Service, through permit, to collect paleontological resources from NFS lands, and deliver such specimens to NSM for curation.

J. Maintain a firm commitment to identify and promote opportunities for shared support and services, for field collection and conservation of paleontological resources from NFS lands, and fossils already housed within the Collection.

K. Recognize NSM policy of Selective Acquisition and allow NSM sole discretion to determine what paleontological resources will be accepted as part of the Collection.

V. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

A. PRINCIPAL CONTACTS. Individuals listed below are authorized to act in their respective areas for matters related to this agreement.

Principal Cooperator Contacts:

Cooperator Program Contact	Cooperator Administrative Contact
Rachel Delovio 600 North Carson Street Carson City, NV 89701 Telephone: 775-687-4810 Ext. 229 Email: rdelovio@nevadaculture.org	Daphne Deleon 412 E. Musser Street, Suite 2 Carson City, NV 87901 Telephone: 775-687-7340 Ext. 302 Email: ddeleon@nevadaculture.org

Principal U.S. Forest Service Contacts:

U.S. Forest Service Program Manager Contact	U.S. Forest Service Administrative Contact
William Justin Wilkins 1400 Independence Ave SW Washington, DC 20250 Telephone: 303-275-5107 Email: william.wilkins@usda.gov	Bruce Schumacher 1420 E. 3rd Street La Junta, CO 81050 Telephone: (719) 384-2181 Email: bruce.schumacher@usda.gov

B. NOTICES. Any communications affecting the operations covered by this agreement given by the U.S. Forest Service or NSM are sufficient only if in writing and delivered in person, mailed, or transmitted electronically by e-mail or fax, as follows:

To the U.S. Forest Service Program Manager, at the address specified in the agreement.

To NSM, at the address shown in the agreement or such other address designated within the agreement.

Notices are effective when delivered in accordance with this provision, or on the effective date of the notice, whichever is later.

C. PARTICIPATION IN SIMILAR ACTIVITIES. This agreement in no way restricts the U.S. Forest Service or NSM from participating in similar activities with other public or private agencies, organizations, and individuals.

D. ENDORSEMENT. Any of NSM's contributions made under this agreement do not by direct reference or implication convey U.S. Forest Service endorsement of NSM's products or activities.

E. USE OF U.S. FOREST SERVICE INSIGNIA. In order for NSM to use the U.S. Forest Service insignia on any published media, such as a Web page, printed publication, or audiovisual production, permission must be granted from the U.S. Forest Service's Office of Communications (Washington Office). A written request will be submitted by the U.S. Forest Service, Washington Office (WO), Minerals and Geology Management to the Office of Communications Assistant Director, Visual Information and Publishing Services prior to use of the insignia. The U.S. Forest Service, WO, Minerals and Geology Management will notify the NSM when permission is granted.

F. NON-FEDERAL STATUS FOR COOPERATOR PARTICIPANTS. NSM agree(s) that any of NSM's employees, volunteers, and program participants shall not be deemed to be Federal employees for any purposes including Chapter 171 of Title 28, United States Code (Federal Tort Claims Act) and Chapter 81 of Title 5, United States Code (OWCP), as NSM has hereby willingly agreed to assume these responsibilities.

Further, NSM shall provide any necessary training to NSM's employees, volunteers, and program participants to ensure that such personnel are capable of performing tasks to be completed. NSM shall also supervise and direct the work of its employees, volunteers, and participants performing under this agreement.

G. MEMBERS OF U.S. CONGRESS. Pursuant to 41 U.S.C. 22, no member of, or delegate to, Congress shall be admitted to any share or part of this agreement, or benefits that may arise therefrom, either directly or indirectly.

H. NONDISCRIMINATION. The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or a part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, and so forth.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). To file a complaint of discrimination, write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.

I. ELIGIBLE WORKERS. NSM shall ensure that all employees complete the I-9 form to certify that they are eligible for lawful employment under the Immigration and Nationality Act (8 USC 1324a). NSM shall comply with regulations regarding certification and retention of the completed forms. These requirements also apply to any contract awarded under this agreement.

J. SYSTEM FOR AWARD MANAGEMENT REGISTRATION REQUIREMENT (SAM). NSM shall maintain current organizational information and the original Unique Entity Identifier (UEI) provided for this agreement in the System for Award Management (SAM) until receipt of final payment. This requires annual review and updates, when needed, of organizational information after the initial registration. More frequent review and updates may be required for changes in organizational information or agreement term(s). Any change to the original UEI provided in this agreement will result in termination of this agreement and de-obligation of any remaining funds. For purposes of this agreement, System for Award Management (SAM) means the Federal repository into which an entity must provide information required for the conduct of business as a Cooperative. Additional information about registration procedures may be found at the SAM Internet site at www.sam.gov.

K. STANDARDS FOR FINANCIAL MANAGEMENT.

1. Financial Reporting

NSM shall provide complete, accurate, and current financial disclosures of the project or program in accordance with any financial reporting requirements, as set forth in the financial provisions.

2. Accounting Records

NSM shall continuously maintain and update records identifying the source and use of funds. The records shall contain information pertaining to the agreement, authorizations, obligations, unobligated balances, assets, outlays, and income.

3. Internal Control

NSM shall maintain effective control over and accountability for all U.S. Forest Service funds. NSM shall keep effective internal controls to ensure that all United States Federal funds received are separately and properly allocated to the activities described in the award/agreement and used solely for authorized purposes.

4. Source Documentation

NSM shall support all accounting records with source documentation. These documentations include, but are not limited to, cancelled checks, paid bills, payrolls, contract documents. These documents must be made available to the U.S. Forest Service upon request.

L. OVERPAYMENT. Any funds paid to NSM in excess of the amount entitled under the terms and conditions of this agreement constitute a debt to the Federal Government. The following must also be considered as a debt or debts owed by NSM to the U.S. Forest Service:

- Any interest or other investment income earned on advances of agreement funds; or

- Any royalties or other special classes of program income which, under the provisions of the agreement, are required to be returned;

If this debt is not paid according to the terms of the bill for collection issued for the overpayment, the U.S. Forest Service may reduce the debt by:

1. Making an administrative offset against other requests for reimbursement.
2. Withholding advance payments otherwise due to NSM.
3. Taking other action permitted by statute (31 U.S.C. 3716 and 7 CFR, Part 3, Subpart B).

Except as otherwise provided by law, the U.S. Forest Service may charge interest on an overdue debt.

M. AGREEMENT CLOSEOUT. Within 120 days after expiration or notice of termination the parties shall close out the agreement.

Any unobligated balance of cash advanced to NSM must be immediately refunded to the U.S. Forest Service, including any interest earned in accordance with 2 CFR Part 200, Subpart D, 200.305.

Within a maximum of 120 days following the date of expiration or termination of this agreement, all financial performance and related reports required by the terms of the agreement must be submitted to the U.S. Forest Service by NSM.

If this agreement is closed out without audit, the U.S. Forest Service reserves the right to disallow and recover an appropriate amount after fully considering any recommended disallowances resulting from an audit which may be conducted later.

N. PROGRAM MONITORING AND PROGRAM PERFORMANCE REPORTS. The parties to this agreement shall monitor the performance of the agreement activities to ensure that performance goals are being achieved.

Performance reports must contain information on the following:

- A comparison of actual accomplishments to the goals established for the period. Wherever the output of the project can be readily expressed in numbers, a computation of the cost per unit of output, if applicable.

- Reason(s) for delay if established goals were not met.

- Additional pertinent information

NSM shall submit annual performance reports to the U.S. Forest Service Program Manager. These reports are due 90 days after the reporting period. The final performance report must be submitted either with NSM's final payment request, or separately, but not later than 120 days from the expiration date of the agreement.

O. RETENTION AND ACCESS REQUIREMENTS FOR RECORDS. NSM shall retain all records pertinent to this agreement for a period of no less than 3 years from the expiration or termination date. As used in this provision, records includes books, documents, accounting procedures and practice, and other data, regardless of the type or format. NSM shall provide access and the right to examine all records related to this agreement to the U.S. Forest Service Inspector General, or Comptroller General or their authorized representative. The rights of access in this section must not be limited to the required retention period but must last as long as the records are kept.

If any litigation, claim, negotiation, audit, or other action involving the records has been started before the end of the 3-year period, the records must be kept until all issues are resolved, or until the end of the regular 3-year period, whichever is later.

Records for nonexpendable property acquired in whole or in part, with Federal funds must be retained for 3 years after its final disposition.

P. FREEDOM OF INFORMATION ACT (FOIA). Public access to agreement records must not be limited, except when such records must be kept confidential and would

have been exempted from disclosure pursuant to Freedom of Information regulations (5 U.S.C. 552).). Requests for research data are subject to 2 CFR 215.36.

Public access to culturally sensitive data and information of Federally-recognized Tribes may also be explicitly limited by P.L. 110-234, Title VIII Subtitle B §8106 (2009 Farm Bill).

Q. TEXT MESSAGING WHILE DRIVING. In accordance with Executive Order (EO) 13513, "Federal Leadership on Reducing Text Messaging While Driving," any and all text messaging by Federal employees is banned: a) while driving a Government owned vehicle (GOV) or driving a privately owned vehicle (POV) while on official Government business; or b) using any electronic equipment supplied by the Government when driving any vehicle at any time. All Cooperators, their Employees, Volunteers, and Contractors are encouraged to adopt and enforce policies that ban text messaging when driving company owned, leased or rented vehicles, POVs or GOVs when driving while on official Government business or when performing any work for or on behalf of the Government.

R. PUBLIC NOTICES. It is the U.S. Forest Service's policy to inform the public as fully as possible of its programs and activities. NSM is/are encouraged to give public notice of the receipt of this agreement and, from time to time, to announce progress and accomplishments. Press releases or other public notices should include a statement substantially as follows:

"Minerals and Geology Management of the U. S. Forest Service, Department of Agriculture"

NSM may call on the U.S. Forest Service's Office of Communication for advice regarding public notices. NSM is/are requested to provide copies of notices or announcements to the U.S. Forest Service Program Manager and to U.S. Forest Service's Office of Communications as far in advance of release as possible.

S. FUNDING EQUIPMENT. Federal funding under this agreement is not available for reimbursement of NSM's purchase of equipment. Equipment is defined as having a fair market value of $5,000 or more per unit and a useful life of over one year.

T. OFFSETS, CLAIMS AND RIGHTS. Any and all activities entered into or approved by this agreement will create and support afforestation/ reforestation efforts within the National Forest System without generating carbon credits. The U.S. Forest Service does not make claims of permanence or any guarantees of carbon sequestration on lands reforested or afforested through partner assistance. The U.S. Forest Service will provide for long-term management of reforested and afforested lands, according to applicable Federal statute regulations and forest plans.

U. NONDISCRIMINATION STATEMENT – PRINTED, ELECTRONIC, OR AUDIOVISUAL MATERIAL. NSM shall include the following statement, in full, in any printed, audiovisual material, or electronic media for public distribution developed or printed with any Federal funding.

"In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. (Not all prohibited bases apply to all programs.)

To file a complaint alleging discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington DC 20250-9410 or call toll free voice (866) 632-9992, TDD (800)877-8339, or voice relay (866) 377-8642. USDA is an equal opportunity provider and employer."

If the material is too small to permit the full statement to be included, the material must, at minimum, include the following statement, in print size no smaller than the text:

"This institution is an equal opportunity provider."

V. REMEDIES FOR COMPLIANCE RELATED ISSUES. If NSM materially fail(s) to comply with any term of the agreement, whether stated in a Federal statute or regulation, an assurance, or the agreement, the U.S. Forest Service may take one or more of the following actions:

1. Temporarily withhold cash payments pending correction of the deficiency by NSM or more severe enforcement action by the U.S. Forest Service.

2. Disallow (that is, deny both use of funds and matching credit for) all or part of the cost of the activity or action not in compliance;

3. Wholly or partly suspend or terminate the current agreement for NSM's program.

4. Withhold further awards for the program, or

5. Take other remedies that may be legally available, including debarment procedures under 2 CFR Part 417.

W. TERMINATION BY MUTUAL AGREEMENT. This agreement may be terminated, in whole or part, as follows:

1. When the U.S. Forest Service and NSM agree upon the termination conditions, including the effective date and, in the case of partial termination, the portion to be terminated.

2. By 30 days written notification by NSM to the U.S. Forest Service setting forth the reasons for termination, effective date, and in the case of partial termination,

the portion to be terminated. If the U.S. Forest Service decides that the remaining portion of the agreement does not accomplish the purpose for which the award/agreement was made, the U.S. Forest Service may terminate the award upon 30 days written notice in its entirety.

Upon termination of an agreement, NSM shall not incur any new obligations for the terminated portion of the agreement after the effective date, and shall cancel as many outstanding obligations as possible. The U.S. Forest Service shall allow full credit to NSM for the United States Federal share of the non-cancelable obligations properly incurred by NSM up to the effective date of the termination. Excess funds must be refunded within 60 days after the effective date of termination.

X. ALTERNATE DISPUTE RESOLUTION – PARTNERSHIP AGREEMENT. In the event of any issue of controversy under this agreement, the parties may pursue Alternate Dispute Resolution procedures to voluntarily resolve those issues. These procedures may include, but are not limited to conciliation, facilitation, mediation, and fact finding.

Y. DEBARMENT AND SUSPENSION. NSM shall immediately inform the U.S. Forest Service if they or any of their principals are presently excluded, debarred, or suspended from entering into covered transactions with the Federal Government according to the terms of 2 CFR Part 180. Additionally, should NSM or any of their principals receive a transmittal letter or other official Federal notice of debarment or suspension, then they shall notify the U.S. Forest Service without undue delay. This applies whether the exclusion, debarment, or suspension is voluntary or involuntary.

Z. PROHIBITION AGAINST INTERNAL CONFIDENTIAL AGREEMENTS. All non federal government entities working on this agreement will adhere to the below provisions found in the Consolidated Appropriations Act, 2016, Pub. L. 114-113, relating to reporting fraud, waste and abuse to authorities:

(a) The recipient may not require its employees, contractors, or subrecipients seeking to report fraud, waste, or abuse to sign or comply with internal confidentiality agreements or statements prohibiting or otherwise restricting them from lawfully reporting that waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information.

(b) The recipient must notify its employees, contractors, or subrecipients that the prohibitions and restrictions of any internal confidentiality agreements inconsistent with paragraph (a) of this award provision are no longer in effect.

(c) The prohibition in paragraph (a) of this award provision does not contravene requirements applicable to any other form issued by a Federal department or agency governing the nondisclosure of classified information.

(d) If the Government determines that the recipient is not in compliance with this award provision, it:

(1) Will prohibit the recipient's use of funds under this award, in accordance with sections 743, 744 of Division E of the Consolidated Appropriations Act, 2016, (Pub. L. 114-113) or any successor provision of law; and
(2) May pursue other remedies available for the recipient's material failure to comply with award terms and conditions.

AA. MODIFICATIONS. Modifications within the scope of this agreement must be made by mutual consent of the parties, by the issuance of a written modification signed and dated by all properly authorized, signatory officials, prior to any changes being performed. Requests for modification should be made, in writing, at least 60 days prior to implementation of the requested change. The U.S. Forest Service is not obligated to fund any changes not properly approved in advance.

BB. COMMENCEMENT/EXPIRATION DATE. This agreement is executed as of the date of the last signature and is effective through August 31st, 2025 at which time it will expire. The expiration date is the final date for completion of all work activities under this agreement.

CC. AUTHORIZED REPRESENTATIVES. By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this agreement. In witness whereof, the parties hereto have executed this agreement as of the last date written below.

MYRON FREEDMAN, Administrator, Division of Museums-Nevada State Museum — Date

JEFFREY VAIL, Director
U.S. Forest Service, WO, Recreation and Heritage Resources — Date

The authority and format of this agreement have been reviewed and approved for signature.

MISTY WHITEHURST Date
U.S. Forest Service Grants Management Specialist

U.S. Forest Service

OMB 0596-0217
FS-1500-17B

Attachment: A

USFS Agreement No.: 23-PA-1109132426-455
Cooperator Agreement No.:
Mod. No.:

Agreements Financial Plan (Short Form)

Financial Plan Matrix: Note: All columns may not be used. Use depends on source and type of contribution(s).

	FOREST SERVICE CONTRIBUTIONS		COOPERATOR CONTRIBUTIONS		
	(a)	(b)	(c)	(d)	
COST ELEMENTS	Noncash	Cash to Cooperator	Noncash	In-Kind	(e) Total
Direct Costs					
Salaries/Labor	$12,000.00	$4,500.00	$5,525.52	$0.00	$22,025.52
Travel	$0.00	$0.00	$0.00	$0.00	$0.00
Equipment	$0.00	$0.00	$0.00	$0.00	$0.00
Supplies/Materials	$0.00	$2,136.00	$583.30	$0.00	$2,719.30
Printing	$0.00	$0.00	$0.00	$0.00	$0.00
Other	$0.00	$0.00	$0.00	$0.00	$0.00
Other					$0.00
Subtotal	$12,000.00	$6,636.00	$6,108.82	$0.00	$24,744.82
Coop Indirect Costs		$0.00	$0.00		$0.00
FS Overhead Costs	$1,800.00				$1,800.00
Total	$13,800.00	$6,636.00	$6,108.82	$0.00	
Total Project Value:					$26,544.82

Matching Costs Determination	
Total Forest Service Share = (a+b) ÷ (e) = (f)	(f) 76.99%
Total Cooperator Share (c+d) ÷ (e) = (g)	(g) 23.01%
Total (f+g) = (h)	(h) 100.00%

WORKSHEET FOR

FS Non-Cash Contribution Cost Analysis, Column (a)

Salaries/Labor					
Standard Calculation					
Job Description		Cost/Day	# of Days		Total
Paleontologist		$400.00	30.00		$12,000.00
Total Salaries/Labor					**$12,000.00**

Travel					
Standard Calculation					
Travel Expense	Employees	Cost/Trip	# of Trips		Total
					$0.00
Total Travel					**$0.00**

Equipment					
Standard Calculation					
Piece of Equipment	# of Units	Cost/Day	# of Days		Total
					$0.00
Total Equipment					**$0.00**

Supplies/Materials				
Standard Calculation				
Supplies/Materials		# of Items	Cost/Item	Total
				$0.00
Total Supplies/Materials				**$0.00**

Other Expenses					
Standard Calculation					
Item		# of Units	Cost/Unit		Total
					$0.00
Total Other					**$0.00**

Subtotal Direct Costs	$12,000.00

Forest Service Overhead Costs				
Current Overhead Rate	Subtotal Direct Costs			Total
15.00%	$12,000.00			$1,800.00
Total FS Overhead Costs				**$1,800.00**

TOTAL COST	**$13,800.00**

WORKSHEET FOR

FS Cash to the Cooperator Cost Analysis, Column (b)

Salaries/Labor

Standard Calculation

Job Description		Cost/Day	# of Days		Total
Zooarcheologist/Curator		$450.00	10.00		$4,500.00
Total Salaries/Labor					**$4,500.00**

Travel

Standard Calculation

Travel Expense	Employees	Cost/Trip	# of Trips		Total
					$0.00
Total Travel					**$0.00**

Equipment

Standard Calculation

Piece of Equipment	# of Units	Cost/Day	# of Days		Total
					$0.00
Total Equipment					**$0.00**

Supplies/Materials

Standard Calculation

Supplies/Materials		# of Items	Cost/Item	Total
Laptop		1.00	$1,650.00	$1,650.00
vials		1.00	$486.00	$486.00
Total Supplies/Materials				**$2,136.00**

Other Expenses

Standard Calculation

Item		# of Units	Cost/Unit		Total
					$0.00
Total Other					**$0.00**

Subtotal Direct Costs	$6,636.00

Cooperator Indirect Costs

Current Overhead Rate	Subtotal Direct Costs			Total
	$6,636.00			$0.00
Total Coop. Indirect Costs				**$0.00**

TOTAL COST	**$6,636.00**

WORKSHEET FOR

Cooperator Non-Cash Contribution Cost Analysis, Column (c)

Salaries/Labor

Standard Calculation

Job Description		Cost/Day	# of Days		Total
Collections manager		$263.12	21.00		$5,525.52

Total Salaries/Labor					**$5,525.52**

Travel

Standard Calculation

Travel Expense	Employees	Cost/Trip	# of Trips		Total
					$0.00

Total Travel					**$0.00**

Equipment

Standard Calculation

Piece of Equipment	# of Units	Cost/Day	# of Days		Total
					$0.00

Total Equipment					**$0.00**

Supplies/Materials

Standard Calculation

Supplies/Materials		# of Items	Cost/Item		Total
ethafoam		10.00	$25.00		$250.00
boxes		110.00	$3.03		$333.30

Total Supplies/Materials					**$583.30**

Other Expenses

Standard Calculation

Item		# of Units	Cost/Unit		Total
					$0.00

Total Other					**$0.00**

Subtotal Direct Costs	$6,108.82

Cooperator Indirect Costs

Current Overhead Rate	Subtotal Direct Costs			Total
	$6,108.82			$0.00

Total Coop. Indirect Costs					**$0.00**

TOTAL COST	**$6,108.82**

WORKSHEET FOR

Cooperator In-Kind Contribution Cost Analysis, Column (d)

Salaries/Labor					
Standard Calculation					
Job Description		Cost/Day	# of Days		Total
					$0.00
Total Salaries/Labor					**$0.00**

Travel					
Standard Calculation					
Travel Expense	Employees	Cost/Trip	# of Trips		Total
					$0.00
Total Travel					**$0.00**

Equipment					
Standard Calculation					
Piece of Equipment	# of Units	Cost/Day	# of Days		Total
					$0.00
Total Equipment					**$0.00**

Supplies/Materials				
Standard Calculation				
Supplies/Materials		# of Items	Cost/Item	Total
				$0.00
Total Supplies/Materials				**$0.00**

Other Expenses					
Standard Calculation					
Item		# of Units	Cost/Unit		Total
					$0.00
Total Other					**$0.00**

Subtotal Direct Costs	$0.00

TOTAL COST	**$0.00**

Statement of Work: Supplemental Project Agreement between USDA Forest Service and Nevada State Museum 2023

Date: April 28, 2023

Contact: Wm. Justin Wilkins, WO-MGM Paleontologist
Phone: 303-842-0028
Email: william.wilkins@usda.gov

Summary: The Challenge Cost Share Agreement with Nevada State Museum (NSM) supports proper documentation, preparation, and curation of fossil material collected during permitted projects on National Forest Systems lands. The work encompassed by this Agreement will enhance Forest Service mandate of the Paleontological Resources Preservation Act (2009) to make fossils from the Smith Creek Canyon area available to the public for scientific research, education, and display purposes.

Proposed Work: The NSM curates Pleistocene and Holocene specimens collected from the Smith Creek Canyon Project, located in White Pine County, Nevada. This project involved multiple localities: Smith Creek Cave (26WP46), Kachina Cave (26WP69), Council Hall Cave (26WP229), and Amy's Shelter (26WP230). These sites, from USFS managed lands, are stored at the Museum's off-site Indian Hills Curatorial Center. Most paleontological resources from the Smith Creek Canyon Project are not yet cataloged and are stored in their original field bags from the late 1960s/early 1970s. NSM proposes an initial inspection and cataloguing of this material through engaging an external specimen identification specialist and purchasing appropriate fossil housing supplies and a computer for conducting this work. Proper housing ensures USFS paleontological resources are maintained in perpetuity for the public and quality research for the dissemination of their data. Further, the data produced by will be important stewardship records of USFS specimens and useful for educating the public.

Funding Source	BA 5036 CAT. 56

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:	**SPACESAVER INTERMOUNTAIN**
Address:	249 South 400 East
City, State, Zip Code:	Salt Lake City, UT 84111
Contact:	Trent Sanders
Phone:	801-994-6395
Fax:	801-359-4326
Email:	TSANDERS@SPACESAVERIM.COM

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:

1. **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**

2. **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.

Funding Source	BA 5036 CAT. 56

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

DESCRIPTION OF SCOPE OF WORK:
Fabricate and install compact shelving for the secure and sensitive storage of Native American ancestral remains at the Nevada State Museum.

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

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:	$14,225 due upon receipt of invoice

Total Contract Not to Exceed:	$28,450.00

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

Funding Source	BA 5036 CAT. 56

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.

Funding Source	BA 5036 CAT. 56

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.

Funding Source	BA 5036 CAT. 56

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

Trent Sanders	11-3-23	Account Manager
Trent Sanders	Date	Spacesaver Intermountain
	11/3/23	Nevada State Museum Director
Josh Bonde, Ph.D	Date	Title
	11/6/23	Nevada Division of Museum s and History Administrator
Daniel P. Thielen	Date	Title
		Nevada Board of Museums and History Chair
Anthony Timmons	Date	Title

Approved as to form by:

	On:	
Deputy Attorney General for Attorney General		Date

ATTACHMENT AA

SPACESAVER INTERMOUNTAIN LLC

Proposal

Spacesaver Intermountain, LLC
249 South 400 East
Salt Lake City, UT 84111

Quote/Order No	110813
Date	06/01/2023
Customer PO No	
Customer Account	NEVADA STATE MUSEUM
Sales Associate	TRENT SANDERS
Project Number	
Page	1 of 2

TO
NEVADA STATE MUSEUM
600 N CARSON ST
CARSON CITY, NV 89407

ATTN: ANNA CAMP

SHIP TO
NEVADA STATE MUSEUM
600 N CARSON ST
CARSON CITY, NV 89407

ATTN: ANNA CAMP

Prepared for : TRENT SANDERS

Quantity	Catalog Number/Description	Unit Price	Extended Amount
1.00 Each	SPACESAVER MOBILE STORAGE SYSTEM Pricing includes all necessary material to complete the attached drawing including: Qty 2 mobile rows 36" deep x 11'6" long x 87" high Qty 1 static row 18" deep x 11' long x 87" high All shelving sections will have 6 adjustable openings Mobile rows will be operated by 3 spoke handles Laminate end panels Raised plywood subfloor and entry ramp* In rail anti-tip brackets for seismic events Freight and inside delivery Installation by manufacturer certified installers Pricing based on Sourcewell Contract #010920-SPC *Floor covering for plywood floor and ramp not included	28,450.00	28,450.00

SUB TOTAL: $28,450.00

Required Deposit 50.0%: $14,225.00

Buyer agrees to purchase the goods and services described on this and all preceding pages, in accordance with the TERMS AND CONDITIONS on the following page, including but not limited to the "Payment" and "Default, Interest and Fees" provisions. This proposal is only an offer to purchase and is not binding upon the SELLER until accepted by the SELLER in writing. This proposal is valid for 30 days unless noted otherwise. SELLER SHALL NOT BE LIABLE FOR ANY CONSEQUENTIAL DAMAGES.

SIGNATURE:_____ DATE:_____

PRINT NAME:_____ TITLE:_____

SPACESAVER INTERMOUNTAIN LLC

Proposal

Spacesaver Intermountain, LLC
249 South 400 East
Salt Lake City, UT 84111

Quote/Order No	110813
Date	06/01/2023
Customer PO No	
Customer Account	NEVADA STATE MUSEUM
Sales Associate	TRENT SANDERS
Project Number	
Page	2 of 2

SPACESAVER INTERMOUNTAIN, LLC TERMS AND CONDITIONS

PAYMENT
Merchandise will be invoiced upon delivery. If there is to be more than one delivery of merchandise, an invoice will be issued upon the first delivery. Buyer agrees to pay each invoice within ten days of the invoice date. No payment shall be withheld on any invoice because partial delivery of the entire order. In the event of a project delay, merchandise will be invoiced upon delivery of product into storage. Any security deposit is non-refundable. If payments are in default, Spacesaver Intermountain, LLC (SI) shall have the option of declaring the remaining unpaid purchase price due and payable and may elect to recover merchandise and take judgment for deficiency after public or private sale including interest, collection costs and attorney fees.

SECURITY INTEREST
Buyer hereby grants Spacesaver Intermountain, LLC a security interest in all merchandise sold under this order to secure full payment of the purchase price and all other obligations of Buyer under this agreement. A copy of this agreement may be filed as a financing statement. Buyer's signature hereon authorizes SI to execute such financing statements on Buyer's behalf as may be required by the State.

INSTALLATION DATE
(a) The installation date is agreed upon for the purpose of specifying delivery dates of merchandise ordered from manufacturers. Although SI will use its best efforts to expedite timely delivery, it cannot guarantee that merchandise will arrive from manufacturers as specified, and SI shall not be liable for ordered merchandise not arriving timely.
(b) Buyer shall provide or pay for all storage of ordered merchandise necessary after the Installation Date, and for all costs of moving such merchandise to and from storage after the Installation Date.

INSTALLATION TERMS
Delivery and Installation shall be made by SI personnel, or its subcontractor, during normal working hours or at other hours by special arrangement. Buyer shall pay additional labor costs resulting from off-hour or overtime work performed at Buyer's request or from required use of labor other than SI personnel or its authorized subcontractor. Buyer shall provide, at Buyer's cost, electricity, heat, hoisting and elevator service and adequate facilities for off-loading, staging, moving and handling of merchandise. The job site shall be clean and free of obstruction for installation. Finished floor coverings (ie. carpet, tile, etc.) must be removed and subfloor clear and free for grouted mobile rail installation. Buyer shall pay any special packaging or handling costs not contained in the specifications.

INSURANCE AND RISK OF LOSS
All risk of loss shall pass from SI to Buyer upon delivery of merchandise to Buyer or upon delivery of merchandise into storage for the account of Buyer after the installation date, whichever comes first. For the purposes of this paragraph five only, the term "merchandise" shall include any property owned by or under control of SI delivered to or for the benefit of Buyer, whether purchased by Buyer or delivered to Buyer on approval. Buyer shall carry fire and casualty insurance in an amount sufficient to insure the value of the merchandise at the delivery site or at the storage site.

TAXES AND FREIGHT
Prices do not include any applicable sales, use, excise, or other taxes which, if applicable, Buyer shall pay and which shall be added to the sales price at time of invoicing. Buyers exempt from taxes shall furnish certificates of exemption upon execution of this agreement. Freight charges are F.O.B. job site unless otherwise indicated.

CANCELLATION AND CHANGES
This agreement, once executed by SI and Buyer, cannot be cancelled or modified except by a writing signed by both parties. Changes made in the agreement which result in increased charges shall be for the account of the Buyer. Specialty storage products are built to order and in many cases are either non-cancellable or require significant cancellation charges after an order is placed. The minimum cancellation fee will be equal to 30% of product cost plus any additional costs associated with each manufacturer. No storage products or other specially ordered items can be cancelled or returned after the manufacturer begins production. Prices and quantities of storage products and other items measured from blueprints or otherwise estimated are subject to change upon field measurement at the expense of the Buyer.

FLOORS
BUYER is responsible for the load bearing capacity of the floor upon which the proposed installation shall be constructed. Finished floor coverings are not included unless otherwise noted.

SURVEYS, PERMITS, AND REGULATIONS
BUYER shall procure and pay for all permits, inspections, and/or structural calculations required by any governmental authority for any part of the work performed by Spacesaver intermountain, LLC, except if stated otherwise.

WARRANTIES AND CLAIMS
(a) SI warrants for a period of one year from delivery that the manufacturer is free from defects in workmanship and materials, and that it will repair or replace defective merchandise, at its cost, within a reasonable time, subject to availability of replacement merchandise. No other warranties, expressed or implied, are granted hereunder. No warranty in addition to the foregoing expressed warranties, whether expressed or implied, made by any employee or agent of SI shall be valid unless reduced to writing and signed by an officer of SI. TO THE EXTENT ALLOWED BY LAW, ANY IMPLIED WARRANTY, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR USE, IS LIMITED TO THE PERIOD OF ONE YEAR FROM THE DATE OF DELIVERY.
(b) Buyer shall inspect the merchandise upon delivery. Acceptance of delivery constitutes acceptance of the merchandise as delivered. Any warranty claims for latent defects not discoverable upon reasonable inspection must be made in writing within the warranty period.

DEFAULT, INTEREST AND FEES
Buyer shall pay interest at the rate of 18% per annum on all payments in default, and shall pay all reasonable costs, expenses and attorneys' fees incurred by SI in enforcing the terms of this agreement.

ENTIRE AGREEMENT; CONTROLLING LAW
This agreement constitutes the entire agreement between the parties. Buyer is relying solely upon the terms of this agreement, and not upon any oral or written statements, whether of SI, its officers, employees or agents, of any manufacturer, or any other person whatsoever on entering into this agreement. This agreement shall be interpreted and enforced under the laws of the State of Utah.

I have read and understand these terms and conditions:_____

NEVADA MUSEUMS & HISTORY
Joe Lombardo| Governor
Daniel P. Thielen | 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 DECEMBER 7-8, 2023

I. Private Funds Budget Summary B/A 5039

State Fiscal Year 2024 as of 09/30/2023	GL /Cat#	SFY 2024 Budget	Actuals YTD	Percentage YTD	Column5
Cash From Prev Fiscal Year	2511	115,081	115,081	100.00%	
Cash Bal Fwrd New Fiscal Year	2512	56,729	56,729	100.00%	
Comparison of Revenues Budgeted/ Received:					
Photo Sales	4010	0	0	0.00%	
Memberships*	4008	2,385	115	4.82%	
Merchandise Sales*	4025	65,000	9,876	15.19%	
Gifts & Donations	4251	13,919	307	2.20%	
Private Grants	4265	15,000	750	5.00%	
Treasurer's Interest	4326	1,500	2,681	178.71%	
Total Revenues:		$97,804	$13,729	14.04%	
Comparison of Expenditures Budgeted/Expended:					
Administration	35	116,913	2,260	1.93%	
Collections	39	1,000	191	19.09%	
Natural History	47	1,500	0	0.00%	
Board Appr Special Projects	48	72,651	0	0.00%	
Museum Store*	49	36,444	9,615	26.38%	
Special Projects (Restricted)	55	41,106	0	0.00%	
Total Expenditures:		$269,614	$12,066	4.48%	

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 September 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 24	$3,251	$3,855	$2,770										$9,876
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
YTD	$3,251	$7,106	$9,876	$0	$0	$0	$0	$0	$0	$0	$0	$0	$9,876

YTD COMPARISON												
92.58%	102.36%	83.54%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
MONTHLY COMPARISON												
92.58%	112.37%	56.76%	0.00%	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.

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
December 7-8, 2023

Museum Store Profit and Loss Chart

FY2024	Revenues	Expenditures			Total	Net	% Net
		Merchandise	Personnel	Oper/Other	Expenditure	Profit (Loss)	Profit (Loss)
July	3,251		-		-	3,251	100.0%
August	3,855	2,082	-	1,897	3,979	(123)	(3.2%)
September	2,770	5,205	-	431	5,636	(2,866)	(103.5%)
October	-				-	-	0.0%
November	-				-	-	0.0%
December	-				-	-	0.0%
January	-				-	-	0.0%
February	-				-	-	0.0%
March	-				-	-	0.0%
April	-				-	-	0.0%
May	-				-	-	0.0%
June	-				-	-	0.0%
FY23 Total	9,876	7,287	-	2,328	9,615	262	2.6%
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%

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 Categories	Qtr 1 July - Sep New	Qtr 1 July - Sep Renew	Qtr 2 Oct - Dec New	Qtr 2 Oct - Dec Renew	Qtr 3 Jan - Mar New	Qtr 3 Jan - Mar Renew	Qtr 4 April - June New	Qtr 4 April - June Renew	TOTAL New	TOTAL Renew	TOTAL Combined
Individual	6										0
Family	7	6									0
Sustaining	0	2									0
Contributing	0	0									0
Patron	0	0									0
Benefactor	0	0									0
Senior	7	2									0
Student	0	0									0
FY 24	20	10	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	25	9	5	14	5	12	31	32	54	86
YTD	20	10	20	10	20	10	20	10	0	0	0

YTD COMPARISON

	142.86%	200.00%	76.92%	90.91%	54.05%	83.33%	29.85%	83.33%

QUARTERLY COMPARISON

	142.86%	200.00%	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 Sales

Membership sales comparison against three previous fiscal years.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 24	$0	$60	$55										$115
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
YTD	$0	$60	$115	$0	$0	$0	$0	$0	$0	$0	$0	$0	$115

YTD COMPARISON

0.00%	#DIV/0!	17.56%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

MONTHLY COMPARISON

#DIV/0!	#DIV/0!	8.40%	0.00%	0.00%	#DIV/0!	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

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

Membership Program Narrative

The museum memberhip 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 Adminitrative Assistant 3, guided by the Administrative Assistant IV. Moreover, visitor choice of Springs Preserve Membership and a Museum Membership with reciprocal entry cannabalizes our ability to differentiate our unique mission and comparative benefits.

V. Museum Attendance

Attendance chart comparison against three previous fiscal years.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 24	5001	5766	3845	5008									19620
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
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													
	287.40%	114.20%	73.54%	71.40%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
MONTHLY COMPARISON													
	102.10%	83.33%	90.85%	68.47%	#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.

Attendance Receipts

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 24	$66,605	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$66,605
FY 23		$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
YTD	0	53,740	0	0	0	0	0	0	0	0	0	0	53,740
YTD COMPARISON													
	#DIV/0!	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
MONTHLY COMPARISON													
	#DIV/0!	0.00%	#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.

Nevada State Museum Las Vegas
Report to the Board
December 7-8, 2023

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.

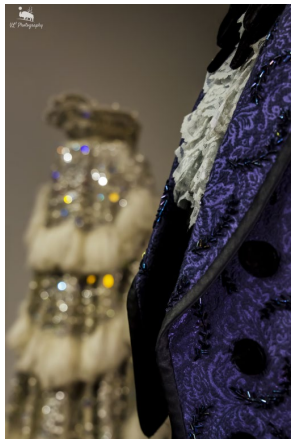
VI. Fundraising Activities:

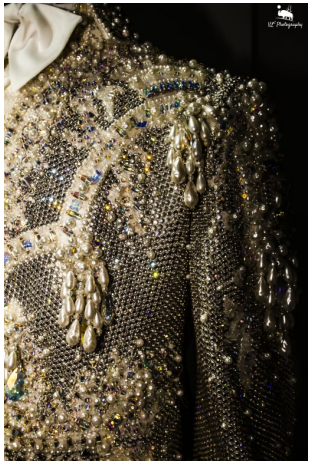
With the Curator of History and Material Culture, the museum individually has profited from a number of monetary and in-kind donations, especially as it related to the new Liberace exhibit. We decided to pitch new donations to support our exhibits program since the state budget reduced our annual exhibits 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
Activities summary:

• Liberace: Real and Beyond continues its run at the Nevada State Museum. A very popular exhibit that has drawn good attendance with several private tours.





• 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 May 24 , 2024 and running through November 24, 2024 There will be a robust schedule of public programs to accompany each exhibit.

• Jonelle Wilson Preparator/Exhibit designer and Josef Diaz/Curator will travel to Santa Fe, NM to work on The Old Spanish Trail: Connecting a Network of Paths. They will meet with a private collector and work with lending museums to the exhibit. Additionally, Jonelle Wilson will meet with another exhibit designer and graphic designer for some networking and professional development.

• The exhibits committee has revised the exhibition schedule that goes up to the Summer of 2027. There will be two rotating exhibits each year.

• A recent acquisitions exhibit has been installed at the museum and opened on October 27th.

Natural History
Richard Gawne, Curator
Activities summary:

Library, Manuscripts, and Photographs
Maggie Gaspar, Curator

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

Activities summary:

• I gave a presentation to the Osher Lifelong Learning Institute (OLLI) at UNLV in which I discussed what types of records are contained in the Cahlan Research Library collections, what an archivist does, and the Nevada State Musuem in general. This outreach effort led to two guided tours of the Cahlan Research Library for OLLI students.

• I am a member of the State Historic Records Advisory Board and sit on the directory committee. I have been working on creating a directory that lists all the entities in the state of Nevada that hold historic records. This will eventually be available online to aid researchers and repositories within the state.

• I have been working with Melanie Coffee, NSMLV Registrar, to identify collections/items that were mistakenly placed in the 3D history collection and transfer them to the manuscript collection and update the items records.

• My 2 volunteers continue to work on processing collections including working on a large postcard collection that is in the process of being preserved and catalogued and a slide collection that is being preserved and digitized.

• 23 research requests were answered totaling around 17 hours of work. I provided scans of Pete Menefee's Hello Hollywood, Hello! show to the Nevada Historical Society to accompany their current exhibit.

Manuscript	9
Photographs	71
Library	127

Collections and Registration
Melanie Coffee, Curator
Activities summary:
• Re-organizing collections storage, Past Perfect data integrity improvements and processing back-logged accessions have been main priority.
• Acquisitions:
6 new acquisitions documented and accessioned.
• Exhibits:
- Mapping Nevada: Deinstalled previous exhibit (G.I. Glamour). Repacked objects for storage.
- New Acquisitions: Deinstalled previous exhibit: Glitz and Glamour. Assisted Exhibits with installation of new exhibit.
- Permanent Exhibits: Case cleaning with Exhibits team. Approximately 60 percent of the cases have been cleaned and installed objects inspected for issues.

• Loans:
New Outgoing Loans:
Pending – Burlesque Hall of Fame
Pending – Nevada Museum of Art, Reno
New Incoming Loans – 91 objects entered into Past Perfect, pending loan agreements:
Pending – New Mexico History Museum
Pending – Center for Southwest Studies
Pending – Colorado Springs Fine Arts Center
Pending – Museum of International Folk Art
Pending – Clark County Museum
Pending – Museum of Spanish Colonial Art
Pending – San Gabriel Mission
Pending – Mark Winter

• Collections storage re-organization:
Hundreds of pieces of archival supplies inventoried and consolidated in one place to cut down on unnecessary purchasing.
Folies Bergere items moved from Collections 3 to Collections 2 for processing with UNLV Intern.
Unprocessed collections palletized for future Collections move. 1 of 2 pallets complete.
Art storage reorganized – large artworks hung on racks.

• AAM Collections Stewardship MAP Peer Review Assignment:
Site visit and report complete.

• Nevada Museum Association Conference:
Coordinated hosting conference sessions at NSMLV. Developed and presented “Ice, Ice Baby: Freezer Protocol” workshop.

•Reports and Forms Creation:
2023 AAM General Facility Report – completed
2023 Researcher Agreement – completed
2023 Deed of Gift – updated

Learning and Community Engagement
Jordan Canal, Curator
Activities summary:
• Discovery Saturdays:

Month	Adults	Children	TOTAL
July	74	76	184
August	95	115	381
September	100	115	369

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 family program with interactive stations and a craft project surrounding a theme tied to the museum, special recognition days, or events taking place at the Springs Preserve. Recently we have added the hands-on cart to these totals. Our hands-on cart is frequently updated to a new theme, but always offers a hands-on activity or chance for guests to touch one of our hands-on Education Collection items.

Looking forward:
Currently, this program is offered every Saturday from 1pm – 3pm, with additional days or hours for special events or festivals taking place on site.
We would like to develop more weekday programming in the galleries and Education Room.

• Field Trips:

Month	Children	Adults	Schools	Total
July	121	13	2	134
August	73	19	3	92
September	159	45	3	204

This program has been updated to include guided and self-guided options and thematic worksheets in alignment with several grades' Nevada Academic Content Standards for Social Sciences and Science. These worksheets are designed to supplement the guided tour experience and guide students through our permanent gallery focusing on objects pertaining to the Natural Nevada, Nevada Past to Present and Nevada State Symbols thematic tours.

Looking forward:
We are trying to work on updating our Volunteer Manual and Orientation to implement a Museum Guide program to assist with field trips and tours.
We currently have over 5,404 students scheduled for a field trip at the museum in the 2023-2024 school year across 89 field trips.

• Museum in a Box:

The Museum in a Box program has gained great popularity. During the 2022-2023 school year all reservation spots for the boxes were filled for the entire school year within the first two weeks. For the 2023-2024 school year, we limited teachers to one box to ensure that other teachers had an opportunity to use these desired resources. Because of this, we have learned a lot about the current audience and that we need to increase our marketing efforts to reach new schools and teachers.

Looking forward:
Updating the remainder of the boxes so that they can go online for reservations.
Developing new themes and updating some older ones through community partnerships.

•Volunteers:

Area	Adults	Hours
Collections	1	20
Education	4	47
Exhibits	1	6
Facilities	1	12
Galleries	8	132
Library	2	93
Natural History	1	38
TOTAL	**18**	**348**

The goal is to grow our volunteer base and we are seeing more volunteers every month in most departments, especially in our galleries.

Looking forward:
•We are working to update the Volunteer Manual and reestablish a Volunteer Orientation.
•We are looking to create a Museum Guide program to assist with tours and engagement in the gallery spaces for our guests.

Exhibits

Wes Southerland, Exhibits Manager

Activities summary:

• Liberace: Real and Beyond. We have had continued success with visitors and groups coming in specifically to see it.

• In Early November Jonelle and Josef will travel to Santa Fe New Mexico to look at a couple different museums and a private lender where we are going to borrow artifacts for The Old Spanish Trail: Connecting a Network of Paths. Opening in May 2024

• Jonelle and I have made it through more about 60% of the Permanent Exhibits Gallery, changing out artifacts, making repairs, de-bugging, and cleaning the inside of the cases. Thanks to the efforts and help from staff team members Raul Cuellar, Melanie Coffee, Brenda Isaacs, Wesley Russel and volunteer Tom Dyer. Several of the case glass panels are almost 300lbs and difficult to get into to clean.

• We are putting in a new exhibit in the library window Mapping Nevada: Tracing Nevada's Statehood Through Maps.

• We are putting together a new exhibit at the front entrance of the museum. A kind of teaser case with new acquisitions, stating the importance of what a museum does, collects and preserves with a variety of artifacts and specimens.

Facility Maintenance
Raul Cuellar, Facilities Supervisor
Activities summary:

• CIP Projects
2- Equipment roof hoist installed on roof.
3- Fire suppressant tanks installed in collections.

• Maintenance Dept.
Helped Exhibits dept. remove glass and case displays in gallery for cleaning once per week.
Helped Exhibits dept. clean work area.
37 work orders were completed.

• Custodial Dept.
Helped Exhibits dept. clean inside display cases throughout gallery, once per week.
Helped Exhibits dept. clean work area.
2- Special request work orders completed.

• Security Dept.
Inspect fire extinguishers monthly.
Inspect first aid kits monthly.

Store
Lara Brown, Store and Museum Attendant
Activities summary:

A DIVISION OF THE NEVADA STATE DEPARTMENT OF TOURISM AND CULTURAL AFFAIRS

NEVADA MUSEUMS & HISTORY
Joe Lombardo | Governor
Daniel Thielen | Administrator

NEVADA STATE MUSEUM
LAS VEGAS
Hollis J. Gillespie | Director
309 South Valley View Blvd.
Las Vegas, NV 89019

To: State of Nevada Division of Museums & History Board of Directors
From: Hollis J. Gillespie, Director, Nevada State Museum Las Vegas
Date: 15 November 2023
Re: Request for Additional Spending Authority for NSMLV Museum Store Budget 5039, Category 49

I would like to request $10,000 in additional spending authority to be granted to fund operating expenses and merchandise inventory purchases for the Nevada State Museum, Las Vegas Museum Store, Dedicated Trust Fund Budget 5039. This additional authority would be used to operate NSMLV's Museum Store through the remainder of FY 2024.

Justification:

The Museum Store has rebounded nicely after two years of returning visitors to the museum. Yet, we are still trailing with having adequate merchandise and replenishment to meet this year's projected revenue goals. We seem to be trying to catch up still with merchandise needs after two successive years with delayed opening of the private budgets to add inventory during high seasonal attendance. Since this year's budgets opened, we purchased aggressively after having a nearly empty store since April 2023. In return, we have enjoyed a brisk increase in sales but as of now, we don't have enough authority to do even partial replenishment, let alone add more in demand products. We hired Lara Brown in June, an experienced store attendant, eliminating the need for Manpower supplemental staffing. We have also made more comparative analyses to fine tune the product mix and increase museum branded items for sale. Our goal is to increase profitability and per cap indices by July 2024 compared with the last two fiscal years performance.

Two key factors affecting the lack of increased budget authority are:

- Higher than usual inventory purchases were needed early in the FY 2024 budget year after months of stock outs and poor sellers left on the shelves. Offering a wider, more unique product selection has begun to increase sales, which already require restocking and will need to continue as the year proceeds. The amount requested for merchandise replenishment is intended to maintain current inventory levels. A fully stocked store is visually more appealing to shoppers and has proved in retail to track with strong sales volume. With remaining budget funds, an additional $10,000 for replenishment should allow continued sales momentum.
- Without additional funding, the Museum Store would be poorly positioned to meet or exceed our revenue projections. Moreover, having increased authority now would allow us to pivot and take advantage of the high sales period during the Holiday 2023 buying season, as well as keep product momentum with our well attended and promoted Liberace exhibit before it closes. In addition to generating merchandise sales revenue, the Museum Store personnel also handle membership sales and processing of donations.

Sales to date: $21,957

Cost of Merchandise to date: $14,713

Projected Profit Minimum by June 30, 2024, = Cost of Merchandise x 2

- **Current Cost of Merchandise + Increased Authority x 2 = 14,713 + $10,000 x 2 = $49, 426 in gross sales**
- **The projection is conservative since we already reflect a stronger sales trend in just under four months.**

Approved

_____ _____

Anthony Timmons, Chair Board of Museums and History Date

NEVADA MUSEUMS & HISTORY

A DIVISION OF THE NEVADA STATE DEPARTMENT OF TOURISM AND CULTURAL AFFAIRS

NEVADA MUSEUMS & HISTORY
Joe Lombardo | Governor
Daniel Thielen | Administrator

NEVADA STATE MUSEUM
LAS VEGAS
Hollis J. Gillespie | Director
309 South Valley View Blvd.
Las Vegas, NV 89017

15 November 2023

To: Board Members, Division of Museums and History

From: Hollis J. Gillespie, Hollis J. Gillespie

Subject: Request to accept Program fees and Establish Accounts

I respectfully request that the board approve my request to allow the museum to charge and accept fees for certain public programs and educational events.

By way of background, public learning institutions have routinely charged fees for a wide variety of programs for more than fifty years. The fact that we do not is anomalous. Every non-state museum and similar institution in southern Nevada currently charges fees and they are readily accepted and expected by the public. Museums use fees for several business reasons. First, most museums want to increase earned revenue where it makes sense, and to diversify income streams. Second, the competition for visitors' attention and participation is fierce. To keep our audience engaged, especially members, we must offer fresh, compelling programming that complements our exhibits and overall mission. As a result, many programs require expenses that are unbudgeted and not offset by revenue. For instance, if we would like to invite a well-known speaker to appear, it is customary to offer stipends, and if out of the area, travel coverage. Collection of fees would be used to cover these costs.

Other justifications for adding a fee mechanism at the museum, include having some programs that ordinarily require a fee but instead, allow us to seek sponsorships to then offer these programs free to certain populations, or on certain days. Under the current trust fund account categories, we would not have a place to deposit sponsorship funds related to fee-based programming. Sponsorships in turn open us up to more partnerships with community leaders, businesses, and nonprofits helping us to build our audience. Also, visitor studies show that people tend to lean into attending something that has an assigned value, even if it is minimal. Their time is their biggest gift, and they aren't usually as attracted to something they can freely walk in to. We experienced this recently with a free event requiring reservations. Almost half the participants did not show up.

The museum has an ambitious 3–5-year exhibition plan with supporting programming. While we wish to keep barriers to connect with the museum low, we believe we already offer significant

NEVADA MUSEUMS & HISTORY
Joe Lombardo | Governor
Daniel Thielen | Administrator

NEVADA STATE MUSEUM
LAS VEGAS
Hollis J. Gillespie | Director
309 South Valley View Blvd.
Las Vegas, NV 89017

free programming for all ages. Yet, to fulfill the kinds of lifelong programming we know will bring in new and returning visitors, we would be unable to accomplish any of it without judicious use of a fee structure. While I expect to generate initially between $5-10K of revenue in years one and two, the profit margins may be less than two percent as we start up. Over time, this may increase but we work in a saturated market and fees would be set with market forces in mind as we continue to build our brand and singular identity as the best informal learning institution in southern Nevada.

I have attached a table of the kinds of programming we may wish to charge a per head fee. The table is illustrative only. I hope you will accept my request to allow the museum to collect and use fees to enhance our public programming long term initiative. Thank you kindly.

B/A 5039

1. Create $2,000 Programming Revenue
2. Create $2,000 Corresponding Expenditure Revenue

Approved:

_____ _____

Anthony Timmons, Board of Museums and History Chair Date

Projected Programming

Time Period	Event	Description	Audience	Projected Cost to Guest	Projected Project Budget
Year-Round	Workshops and Classes	Dependent on holiday, exhibitions, or cultural heritage/recognition days. Workshops could include hiring an expert for technical museum knowledge, themed programming, or community activites. Could be offered in a series of events or classes. It has been discussed that Discovery Saturdays be free to members or that participants could purchase a Discovery Pass for more engaged experiences in the museum weekly.	Dependent on the workshop, but all ages could fall under this category. Eamples include early educational workshops, those geared towards children and families, professional development for the general working or interested public, and programs at convenient times and of interests to lifelong learners.	$5-$75, dependednt on facilitator cost, grants awarded, and material costs.	$100-$2,000, dependent on facilitator cost, grants awarded, and material costs.
Year-Round	Speakers/Symposiums	These would mostly coincide with our changing exhibition gallery, but with funding we look to visit more speakers and panels to further enlighten the interested public and offer more thourough learning opportunities about the items and history stored within the museum and on display in the galleries.	Very rarely for children, the audience for most speakers would be teens, professionals, adults and lifelong learners.	$20-$40, dependednt on facilitator cost and grants awarded.	$100-$2,000, dependent on speaker honorarium requirements and number of speakers on some panels and grants awarded.
Year-Round	Field/Group Tour Add-ons	There are many field trips taken to the NSMLV every school year, at this time due to staffing limitations, most of our field trips are self-guided, with detailed themed worksheets available for the schools to utilize. We offer guided tours on limited days. In the future, we would like to develop a Museum Guide program, where potentially we charge a minimal fee for a thouroughly guided field trip. We also would like to add-on hands-on activities and projects in our Education Room for groups. Teachers have requested as much in surveys and we would like to be able to offer more, but would need a funding source for possibly additional staffing assistance and to replenish materials.	For groups of all ages looking for hands-on acitivites to further enrich their group visit to the museum.	$2-$10 per person, possible group rate discounts or sponsored for schools in hardship.	$50-$300, dependent on the activity and number of participants. Thought to be taught by museum staff, but if overly successful there is an opportunity to hire teaching artists/museum educators.

NEVADA MUSEUMS & HISTORY
Joe Lombardo | Governor
Daniel P. Thielen | 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 DECEMBER 7-8, 2023

I. Private Funds Budget Summary B/A 5035

State Fiscal Year 2024 as of 09/30/2023	GL /Cat#	SFY 2024 Budget	Actuals YTD	Percentage YTD	Column5
Cash From Prev Fiscal Year	2511	1,987,195	1,987,195	100.00%	
Cash Bal Fwrd New Fiscal Year	2512	44,943	44,943	100.00%	
Comparison of Revenues Budgeted/ Received:					
Memberships*	4008	27,686	4,052	14.64%	
Photograph Sales	4010	4,107	1,213	29.52%	
Printing Sales	4011	375	199	52.93%	
Merchandise Sales*	4025	15,000	1,691	11.27%	
Gifts & Donations	4251	5,135	0	0.00%	
Private Grants	4265	9,511	14,659	154.13%	
Treasurer's Interest	4326	21,871	0	0.00%	
Trans Museum Ded Trust	4665	0	0	0.00%	
Total Revenues:		$83,685	$21,813	26.07%	
Comparison of Expenditures Budgeted/Expended:					
Administration	35	39,732	1,780	4.48%	
Nevada Historical Quarterly	37	26,968	2,000	7.42%	
Museum Store*	41	6,468	0	0.00%	
Docent	43	1,530	0	0.00%	
Board Appr Special Projects	48	323,996	0	0.00%	
Photo	49	2,800	0	0.00%	
Special Projects (Restricted)	55	1,714,329	10,907	0.64%	
Total Expenditures:		$2,115,823	$14,686	0.69%	
Available Unrestricted Cash			335,842		

Revenue/Expenditure Comparison Narrative:

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

Report is through September 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 2024	733	505	452										1,691
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
YTD	733	1,239	1,691	1,691	1,691	1,691	1,691	1,691	1,691	1,691	1,691	1,691	1,691

YTD COMPARISON												
160.47%	81.59%	84.10%	53.23%	49.47%	36.40%	31.84%	26.55%	20.61%	19.12%	17.69%	16.84%	
MONTHLY COMPARISON												
160.47%	47.62%	91.85%	0.00%	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.

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.

Museum Store Profit and Loss Chart

FY2024	**Revenues**	**Expenditures**			Total	Net	% Net
		Merchandise	Personnel	Oper/Other	Expenditure	Profit (Loss)	Profit (Loss)
July	733	-	-	-	-	733	100.0%
August	505	-	-	-	-	505	100.0%
September	452	-	-	-	-	452	100.0%
October	-				-	-	0.0%
November	-				-	-	0.0%
December	-				-	-	0.0%
January	-				-	-	0.0%
February	-				-	-	0.0%
March	-				-	-	0.0%
April	-				-	-	0.0%
May	-				-	-	0.0%
June	-				-	-	0.0%
FY24 Total	1,691	-	-	-	-	1,691	100.0%
FY23 Total	10,040	3,455	12	1,831	5,298	4,742	47.2%
FY22 Total	12,237	1,635	24	3,662	5,321	6,916	56.5%
FY21 Total	3,013	4,120	48	1,080	5,248	(2,235)	(74.2%)

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 September 30, 2023.

IV. Membership Program

Membership Figures

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

Membership Categories	Qtr 1 July - Sep New	Qtr 1 July - Sep Renew	Qtr 2 Oct - Dec New	Qtr 2 Oct - Dec Renew	Qtr 3 Jan - Mar New	Qtr 3 Jan - Mar Renew	Qtr 4 April - June New	Qtr 4 April - June Renew	TOTAL New	TOTAL Renew	TOTAL Combined
Individual	8	22							8	22	30
Family	2	12							2	12	14
Sustaining	0	13							0	13	13
Contributing	0	1							0	1	1
Patron	0	0							0	0	0
Benefactor	0	0							0	0	0
Senior	8	10							8	10	18
Student	1	0							1	0	1
FY 24	19	58	0	0	0	0	0	0	19	58	77
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
YTD	19	58	19	58	19	58	19	58	19	58	77

YTD COMPARISON

	100.00%	71.60%	51.35%	32.77%	26.03%	21.56%	21.35%	16.81%

QUARTERLY COMPARISON

	100.00%	71.60%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

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

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.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 24	$680	$2,327	$1,045										$4,052
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
YTD	$680	$3,007	$4,052	$0	$0	$0	$0	$0	$0	$0	$0	$0	$4,052

YTD COMPARISON

#DIV/0!	126.61%	79.45%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

MONTHLY COMPARISON

#DIV/0!	97.98%	38.35%	0.00%	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.
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 4 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 September 30, 2023.

V. Museum Attendance

Attendance chart comparison against three previous fiscal years.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 24	521	143	266										930
FY 23	254	60	169	239	144	222	87	330	558	483	351	236	3,133
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
YTD	521	664	930	0	0	0	0	0	0	0	0	0	930

YTD COMPARISON

	205.12%	211.46%	192.55%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

MONTHLY COMPARISON

	205.12%	238.33%	157.40%	0.00%	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.
Monthly Comparison compares the current month of the current year against the same month in the previous year.

Attendance Receipts

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 24	$300	$256	$246										$802
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
YTD	300	556	802	0	0	0	0	0	0	0	0	0	802

YTD COMPARISON

	405.41%	386.11%	318.25%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

MONTHLY COMPARISON

	405.41%	365.71%	227.78%	0.00%	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.
Monthly Comparison compares the current month of the current year against the same month in the previous year.

Nevada Historical Society
Report to the Board
December 7-8, 2023

Museum Attendance Narrative:

The NHS Research Library is open by appointment Thursday - Saturday from 12:00 to 4:00. The Museum Gallery is open to the public Wednesday - Saturday 10:00 AM to 4:00 PM. 54 library visitors, 930 gallery visitors. There were no school tours this quarter.

The NHS provides augmented programming and one day free a week during July for Artown.
Our programs are well attended and we had to **turn away 51 visitors due to at capacity seating for our programs.**
We have a 105% increase in Artown visitors this year, due in part to additional marketing and social media posts, as well as the excellent topics.

VI. Fundraising Activities:

Our docent hours this quarter: 1768.5
UNR Museum Studies students began internships: 10 hours
Total volunteer hours donated this quarter: 1778.5 hours
Total value of donated time: $53,266.08*
* based on accepted rate of $29.95/hour

VII General Museum Activities

On Exhibition:
"Landscapes, Skyscapes & Great Escapes" photography by Mark Vollmer

Events:
July 2023 ARTOWN
1st 10am—*Transportation and the Reno Arch*— Carol Coleman
1pm—*Three Divorcees: They Came and Stayed*—Debbie Hinman
8th 10am—*World Vagabond of Diversified Interests*—Sarah Patton
1pm—*How Gaming Made Reno Famous*—Kitty & Russell Umbraco
15th 10-12pm— *Picturing the Outdoors Photo Clinic*—Mark Vollmer
1pm—*Ullaine & the Lost Pick Handle Mine*—Joe Tingley
20th 12-1:30 pm—**High Noon**—Melinda and Dan Gustin, *Our Journey Through Time at the Newlands Mansion*. **Virtual Program.**
22nd 10am— *Three Divorcees: They Came and Stayed*—Debbie Hinman
1pm—*Transportation and the Reno Arc*h—Carol Coleman
29th 10am—*World Vagabond of Diversified Interests*—Sarah Patton
1pm—*How Gaming Made Reno Famous*—Kitty & Russell Umbraco

August 2023
1-31st - Renovating Event Space
17th 12-1:30 pm—**High Noon**—Sandi La Nae, *Eilley Orrum: Riches to Rags at Bowers Mansion*. **Virtual Program.**

September 2023
7th 10:30-12 pm—**Docent Council Lecture**—Bill Isaeff, Life of Jesse Reno
(In-person)
13th 5-6:30 pm—**Writers' Wednesday**—Karen Dustman, New Books: *The Old Genoa Cemetery Walking Tour, vol. 4 and Lewis Chalmers*
15th 10-12 pm— **New Docent Orientation Session**— Educational Docents
21st 12-1:30 pm—**High Noon**—Brooke Santina, Director for Nevada Day Inc., *Celebrating Nevada 1864 to 2023*. **Virtual Program.**
23rd 1-2:30pm—**Nevada History Lecture** —Bob Nylen, Curator Emeritus, *Frontier Baseball in Nevada*.
30th 1-2:30pm—**Lake Tahoe Lecture Series** —Bob Stewart, Nevada Historian and Author, *Clemens & Twain in Nevada*.

Interesting tours, educational programs, and public outreach:
This quarter
Docent projects continue to abound including discoveries of interesting NHS past field trip in 1971 to the 40 Mile Desert in conjunction with

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. Dr. 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.

Sheridan Press is the company who prints and distributes the printed version of the *NHSQ.*

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
November 14, 2023

Funding Source	503537-7060

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:	**Sheridan Press Inc**
Address:	450 Fame Ave
City, State, Zip Code:	Hanover, PA 17331-1585
Contact:	Joyce Coulter
Phone:	717-632-3535
Fax:	717-633-8933
Email:	ACCOUNTRECEIVABLES.TSP@SHERIDAN.COM

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:

1. **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**

2. **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.

Funding Source	503537-7060

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

DESCRIPTION OF SCOPE OF WORK:
Printing and mailing of the Nevada Historical Society Q publication V. 66 FY 24 to be mailed December 2023 **Sheridan printers to provide:** **Fiscal year 2024** ONE print issue of the NHS Q mailed in December 2023 - 200 pages; no color pages -589 total copies made -511 mailed individually (1 overseas) -78 shipped to NHS -NCOA fulfillment (National Confirmation of Address-required by US Postal Service)

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

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:	

Total Contract Not to Exceed:	$5,276.36

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.

Funding Source	503537-7060

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.

Funding Source	503537-7060

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.

Funding Source	503537-7060

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

Marian Lam Digitally signed by Marian Lam DN: cn=Marian Lam, o=The Sheridan Press, ou, email=marian.lam@sheridan.com, c=US Date: 2023.10.26 13:48:07 -04'00'

VP Customer Analysis and Strategy

Independent Contractor's Signature | Date | Independent Contractor's Title

Catherine Magee

10/26/2023

Nevada Historical Society Director

State of Nevada Authorized Signature | Date | Title

10/31/23

Nevada Division of Museums and History Administrator

State of Nevada Authorized Signature | Date | Title

Chair

Nevada Board of Museums & History Authorized Signature | Date | Title

Approved as to form by:

On:

Deputy Attorney General for Attorney General | Date

Sheridan
CJK GROUP

ATTACHMENT AA

No. 23-2809
September 8, 2023

SAMPLE INVOICE

Nevada Historical Society
1650 North Virginia Street
Reno, NV 89503-1799

Attn: Michelle Roberts

NHSQ

Title: **NEVADA HISTORICAL SOCIETY Q**
Based on specifications submitted

Pages: 200 plus cover **Trim Size:** 6-7/8x10
Quantity: 589 copies (561 plus 5% overs)

	Unit		Unit Charge ($)		Total ($)
Preparation					
Preflight of furnished PDF file	1		60.00		60.00
Authors Alterations: Preflight	1		20.00		20.00
Authors Alterations: Replace black page	5		32.50		162.50
				Subtotal:	242.50
Presswork and Folding					
Base pages black - 64		MR	401.00		401.00
		Run	39.60		23.32
32 page signature, black	4	MR	146.00		584.00
		Run	19.80		46.65
8 page signature, black	1	MR	134.00		134.00
		Run	8.75		5.15
Cover printed black both sides		MR	165.00		165.00
		Run	16.90		9.95
Additional to varnish or aqueous coat outside of cover		MR	72.00		72.00
		Run	5.05		2.97
Binding					
Perfect bind 7 to 12 signatures plus cover		MR	122.00		122.00
		Run	59.55		35.07
				Subtotal:	1,601.11
Paper					
Black Text: 50 lb. bright white opaque smooth					
Pages - 64		MR	43.00		43.00
		Run	198.65		117.00
32 page signature	4	MR	22.00		88.00
		Run	99.35		234.07
8 page signature	1	MR	18.00		18.00
		Run	25.10		14.78
Increase or decrease in cost of text stock	22.84%				117.59
Add for 60 lb. Finch offset	55.00%				347.84

Sheridan
CJK GROUP

No. 23-2809
September 8, 2023

SAMPLE INVOICE

Nevada Historical Society
1650 North Virginia Street
Reno, NV 89503-1799

Attn: Michelle Roberts

NHSQ

Title: NEVADA HISTORICAL SOCIETY Q Based on specifications submitted	Unit		Unit Charge ($)		Total ($)
Cover: 10 pt. white C1S		MR	37.00		37.00
		Run	66.55		39.20
Increase or decrease in cost of cover stock	128.23%				97.71
				Subtotal:	1,154.19
Distribution					
Mail in polybags	511		152.85	/M	78.11
Set up	1		43.65		43.65
Generate presorted inkjet or Cheshire labels	511		43.00	/M	21.97
Label generation set up	1		73.00		73.00
Prepare shipments for UPS, FedEx or parcel post	1		5.15		5.15
Prepare shipments for common carrier	1		20.25		20.25
Bulk pack into cartons	3	carton(s)	3.40		10.20
				Subtotal:	252.33
10% Labor & material surcharge effective 9/1/22					209.59
			Subtotal before Postage & Freight:		3,459.72
Estimated Postage and Freight	**Qty. Mailed**				
U.S. Standard	510				770.10
Foreign ROW	1				4.69
Overcopies to Reno, NV 89503 via FedEx Ground	78				162.45
	589			Subtotal:	937.24
				Total: $	**4,396.96**

Quote valid for 30 days. Paper subject to availability at time of order.

Sample invoice does not include sales tax, author's alterations, or NCOA charges when applicable.
Invoiced amount is subject to sales tax without a resale tax exempt certificate/form provided
Sales tax will be calculated and added to actual invoice if applicable.
Paper, postage and freight are invoiced at the prevailing rates

The above prices are taken from Proposal No. 10-086R

Respectfully submitted by:

Joyce Coulter
Sales Representative
JMC:crv

NEVADA MUSEUMS & HISTORY
Joe Lombardo | Governor
Daniel Thielen | Administrator

NEVADA Historical Society
Catherine Magee | Director
1650 N. Virginia St
Reno, NV 89503

MEMO

To:	**State of Nevada Division of Museums & History Board of Directors**
From:	**Tiffany D. Jones, Store Manager/ Administrative Assistant III, Nevada Historical Society**
Date:	**11/14/2023**
Re:	**Request for Additional Spending Authority for NHS Museum Store Budget 5035, Category 41**

I am requesting $3500.00 in additional spending authority be granted to purchase merchandise for the Nevada Historical Society Museum Store, Dedicated Trust Fund Budget 5035, Category 41.

Justification:
The NHS is looking to restock and expand its inventory as well as find new vendors to accommodate new and interesting products for its museum store.

- The sales plan for the NHS museum store for FY 2024 is looking to expand the product offering and increase sales revenue. The plan is based on the sales generated in FY2023 of $6143.00. The FY24 merchandise budget of $2000.00 was reduced by more than half from FY23 merchandise budget of $4485.00. Moving forward I plan to offer a unique product selection, increase customer special orders, and provide product promotions that coincide with our public programs. This product expansion encompasses the next Reno Arch ornament, new releases of books for 2024, local artists' creations and books for our Writers' Wednesday program. To generate an increase in sales requires a related increase in purchases throughout the year. The amount needed for merchandise replenishment is intended to maintain current inventory levels. With the NHS' minimal remaining store budget funds, an additional $3500.00 for replenishment will allow continued sales momentum.
- Without additional funding, the store's inventory will become stagnant, and I will lose the ability to meet demand and special orders for customer's purchasing requests. This will in turn cause a loss of sales during the holiday, spring and early summer sale season since no restocking can occur.

-Total merchandise budget FY24: $2000.00
-Remaining merchandise budget FY24: $917.87
-Sales FY 2024 year to date: $3576.04
-Sales FY 2023: $6143.05
-Projected FY24 additional sales with $3500.00 budget increase (with a 40% markup): $4900.00

Approved

_____ _____
Anthony Timmons, Chair Board of Museums and History Date

NEVADA MUSEUMS & HISTORY

Joe Lombardo | Governor

Daniel P. Thielen | 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 DECEMBER 7-8, 2023

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

State Fiscal Year 2023 As of 06/30/2023	GL /Cat#	SFY 2024 Budget	Actuals YTD	Percentage YTD	Column5
Cash From Prev Fiscal Year	2511	335,330	335,330	100.00%	
Cash Bal Fwrd New Fiscal Year	2512	0	0	0.00%	
Comparison of Revenues Budgeted/ Received:					
Facilities Charge	3801	2,000	0	0.00%	
Merchandise Sales*	4025	27,532	4,299	15.62%	
Gifts & Donations	4251	73	506	693.15%	
Private Grants	4265	3,800	0	0.00%	
Friends of the RR	4266	1,809	0	0.00%	
Total Revenues:		$35,214	$4,805	13.65%	
Comparison of Expenditures Budgeted/Expended:					
Docents	43	1830	0	0	
Board Appr Special Projects	48	30,913	0	0.00%	
Boulder City Railroad	52	33,671	1,496	4.44%	
Special Projects (Restricted)	55	304,130	0	0.00%	
Total Expenditures:		$370,544	$1,496	0.40%	

Revenue/Expenditure Comparison Narrative:

Nothing to report.

Report is through September 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 24	$1,900	$579	$1,821										$4,299
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
YTD	$1,900	$2,479	$4,299	$4,299	$4,299	$4,299	$4,299	$4,299	$4,299	$4,299	$4,299	$4,299	$4,299
YTD COMPARISON	693.37%	159.60%	157.08%	63.41%	48.58%	41.03%	36.67%	30.61%	25.84%	22.39%	19.84%	17.96%	
MONTHLY COMPARISON	693.37%	45.25%	153.78%	0.00%	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.

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.

Museum Store Profit and Loss Chart

FY2024	Revenues	Expenditures			Total	Net	% Net
		Merchandise	Personnel	Oper/Other	Expenditure	Profit (Loss)	Profit (Loss)
July	1,900		-				0.0%
August	579		-				0.0%
September	1,821		-				0.0%
October	-						0.0%
November	-						0.0%
December	-						0.0%
January	-						0.0%
February	-						0.0%
March	-						0.0%
April	-						0.0%
May	-						0.0%
June	-						0.0%
FY24 Total	4,299	-	-	-	-	4,299	100.0%
FY23Total	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%

Museum Store Sales Narrative:

August experienced multiple compounding problems. Extreme heat resulted in lower than average attendance. The threat of extreme flooding from Tropical Storm Hillary led the museum to cancel train rides and close the gift shop for one weekend encouraging people to stay home in concert with orders from the Governor's office and Clark County emergency services. Finally, the museum continued to experience outages from poor internet service leaving us unable to process credit card payments for one weekend.

IT personnel visited the museum in September to investigate the on-going internet connectivity issues and begin searching for possible alternate vendors.

IV. Membership Program

Membership Figures

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

Membership Categories	Qtr 1 July - Sep		Qtr 2 Oct - Dec		Qtr 3 Jan - Mar		Qtr 4 April - June		TOTAL		TOTAL
	New	Renew	New	Renew	New	Renew	New	Renew	New	Renew	Combined
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									0	0	0
Students									0	0	0
Lifetime									0	0	0
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	0	0	0	0	0	0	0	0	0	0	0
FY 21	11	53	9	55	20	105	26	69	66	282	348
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 760 individuals
Family: 152
Individual: 17
Volunteer: 146
Honorary: 8

V. Museum Attendance

Attendance chart (Train Ridership Only)

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 24	633	353	1,730										2716
FY 23	172	877	1,002	5,746	1,301	11,473	1156	1469	2263	2732	1437	1207	30,835
FY 22	395	520	1,072	1,652	1,379	8,679	1,246	2,218	1,685	1,503	2,935	870	24,154
FY 21	0	0	0	404	306	0	0	93	473	279	1,266	735	3,556
YTD	633	986	2,716	0	0	0	0	0	0	0	0	0	2,716
YTD COMPARISON													
	368.02%	93.99%	132.42%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
MONTHLY COMPARISON													
	368.02%	40.25%	172.65%	0.00%	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.
Monthly Comparison compares the current month of the current year against the same month in the previous year.

Attendance Traffic (Display Pavilion Only)

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 24	596	819	2,233										3,648
FY 23		1,957	644	1,860	3,198	2,772	1,865	1,785	5,472	3,889	3,856	1,707	29,005
FY 22	379	469	728	935	1,173	885				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
YTD	596	1,415	3,648	0	0	0	0	0	0	0	0	0	3,648
YTD COMPARISON													
	#DIV/0!	72.30%	140.25%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
MONTHLY COMPARISON													
	#DIV/0!	41.85%	346.74%	0.00%	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.
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 attendence is needed.

Nevada State Railroad Museum-Boulder City
Report to the Board
December 7-8 2023

Train Ride Receipts.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 24	$4,075	$2,190	$11,274										$17,539
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
YTD	$4,075	$6,265	$17,539	$0	$0	$0	$0	$0	$0	$0	$0	$0	$17,539

YTD COMPARISON

26.6%	16.7%	33.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

MONTHLY COMPARISON

26.6%	9.9%	71.9%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

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

Train Ride Receipts Narrative:

Summer is the museum's slow period. The museum cuts the 4pm trains June-September and the 2pm trains in Juy and August due to the extreme heat. Ridership numbers reflect these adjustments.

Please note that FY23 and FY22 revenues include fees paid by the railbike vendor through December of 2022 making train ride revenues appear higher. These are now captured in the lease and are not tied to train ride revenues. For YTD comparisons, please see train rider numbers

VII General Museum Activities

Test Site Visit: Railroad museum staff from Boulder City and Carson City met with Department of Energy personnel and contractors at the Nevada National Security Site in early July to identify all possible items sought in donation and to begin identifying the tasks necessary for transport to the museum along with areas of responsibility for each organization. DOE personnel stated they anticipate a 12-18 month timeframe for donation.

Independence Day Special: As a thank you to all the volunteers who helped the museum suceed in FY23, the museum hosted a barbeque potluck and special fireworks viewing train for the volunteers and their families. This was well received by all who attended and the museum will look to continue offering this special annually as small token of our appreciation to all the volunteers who make this museum possible.

Library Partnership: The museum has partnered with the Friends of the Boulder City Library to do free book give aways during our Story Time Trains on the 3rd Saturdays of September, October, and November. The Friends of the Library bring several wagons of books that they set up on tables and allow visitors to dig through and take what they want. As an educational institution we are proud to partner with the Friends of the Boulder City Library to help promote reading. This partnership has been well recieved by both visitors and the library, and we are working on continuing this partnership and schedule dates in calendar year 2024.

Heritage Rail Alliance Conference: Dr. MacMahon attended the Heritage Rail Alliance's annual conference in Montreal, Quebec as an invited speaker presenting on the museum's on-going efforts to acquire and preserve artifacts from the Jackass & Western Railroad that operated in Area 25 of the Nevada Test Site. There was much interest about the little known railroad and the unique problems faced in preserving artifacts whose sole purpose was to support nuclear rocket testing. The conference was hosted by ExpoRail, the national railway museum of Canada, and allowed Dr. MacMahon the opportunity to see different approaches to interpretation and exhibition offered by this instition. Attending the conference alsoprovided opportunities for Dr. MacMahon to network with other professionals from railroad museums and tourist railroads throughout North America.

VI. Fundraising Activities:

The museum received $35,000 in Conserve Nevada bond funding to repaint dining car 4813 back to its historic Union Pacific livery.

The museum reached out to the Emery Trust following an unsuccessful grant application during the previous year's cycle to learn what we might do better or if the Trust had concerns which the museum could address. A representative of the trust stated they did not wish to grant funds to a state agency. The museum will work with the Friends of the Nevada Southern Railway to submit a similar request in the coming grant cycle.

The museum and DMH are exploring applying for a Save America's Treasures federal grant in the FY25 cycle to accelerate the design and construction of an additional display pavillion to house artifacts from the Nevada Test Site.

The museum was contacted by Mr. David Kloke who heard we were working with NSRM Carson City to transfer and restore Nevada Copper Belt motorcar 22, a Hall-Scott motorcar. Mr Kloke expressed interest in donating a Cummins prime mover along with appropriate archbar trucks for the preservation project if the museum was will to pay the cost of shipping from the Chicago area. Mr. Kloke previously donated the prime mover for the McKeen Carr restoration at NSRMCC. Dr. MacMahon has been in contact with Mr. Kloke and working to facilitate this generous donation and transportation to the museum.

NEVADA MUSEUMS & HISTORY
Joe Lombardo | Governor
Dan Thielen | Administrator

NEVADA STATE RAILROAD MUSEUM, BOULDER CITY
Christopher MacMahon Ph.D. | Director

MUSEUM LOCATION
601 Yucca Street
Boulder City, NV 89005

MAILING ADDRESS
600 Yucca Street
Boulder City, NV 89005

MEMO

To: Board of Museums and History

From: Dr. Christopher MacMahon, Director
Nevada State Railroad Museum, Boulder City

Date: November 10, 2023

Re: Eureka & Palisades Equipment Preservation Update

To the Board of Museums and History,

Mr. Markoff and the Board have requested regular updates concerning the on-going preservation efforts pertaining to the three Eureka & Palisade railroad cars held in the collection of the Nevada State Railroad Museum Boulder City.

As you may recall, I briefed the Board previously that supplies had been delivered to the museum to begin building a temporary structure around the cars to protect them from the elements and we were waiting for the intense Southern Nevada summer to abate before beginning. Temperatures finally dropped below 100 degrees in late September allowing work to commence.

At the time of this report, the drainage around the cars has been dug, all measurements taken, and guidelines staked out. The cinder blocks that will comprise the base for the metal covers are presently being stacked. David Judson, our facilities maintenance employee, devotes at least one day each week to working on this project, and more when his schedule permits.

As the Board knows, the museum only has a staff of four which is already stretched beyond the current needs and demands of the museum. The preservation of these cars is one of our highest priorities, and we are working diligently to complete this task; however, we must fit it in with basic operations to keep the museum functioning.

Respectfully Submitted,

Christopher MacMahon, Ph.D.
Museum Director

NEVADA MUSEUMS & HISTORY
Joe Lombardo | Governor
Daniel P. Thielen | 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 DECEMBER 7-8, 2023

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

State Fiscal Year 2024 as of 09/30/2023	GL /Cat#	SFY 2024 Budget	Actuals YTD	Percentage YTD	Column5
			0		
Cash From Prev Fiscal Year	2511	460,879	460,879	100.00%	
Cash Bal Fwrd New Fiscal Year	2512	0	0	0.00%	
Comparison of Revenues Budgeted/ Received:					
Facilities Charge	3801	1,400	750	53.57%	
Merchandise Sales*	4025	190,000	36,368	19.14%	
Gifts & Donations	4251	5,000	274	5.48%	
Private Grants	4265	20,000	4,327	21.63%	
Friends of the RR	4266	36,053	9,900	27.46%	
Treasurer's Interest	4326	20,000	0	0.00%	
Total Revenues:		$272,453	$51,618	18.95%	
Comparison of Expenditures Budgeted/Expended:					
Administration	35	42,877	4,693	10.95%	
Exhibits	37	50,000	572	1.14%	
Docent Expenses	43	2,800	0	0.00%	
Museum Store*	45	158,905	22,090	13.90%	
Board Appr Special Projects	48	170,607	0	0.00%	
Special Projects (Restricted)	55	483,644	1,508	0.31%	
Total Expenditures:		$908,833	$28,863	3.18%	

Revenue/Expenditure Comparison Narrative:

We are pleased with the direction the revenues are tracking. 2023 was a terrific year.

Report is through September 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 24	$11,946	$13,027	$11,395										$36,368
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
YTD	$11,946	$24,972	$36,368	$36,368	$36,368	$36,368	$36,368	$36,368	$36,368	$36,368	$36,368	$36,368	$36,368

YTD COMPARISON												
	30.91%	47.74%	58.71%	51.16%	46.28%	36.27%	34.62%	33.28%	31.30%	29.22%	26.99%	24.31%
MONTHLY COMPARISON												
	30.91%	95.35%	118.25%	0.00%	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.

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.

13776.65

Museum Store Profit and Loss Chart

FY2024	Revenues	Expenditures			Total	Net	% Net
		Merchandise	Personnel	Oper/Other	Expenditure	Profit (Loss)	Profit (Loss)
July	11,946	-	4,787	-	4,787	7,158	59.9%
August	13,027	-	4,536	-	4,536	8,491	65.2%
September	11,395	6,289	6,477	-	12,766	(1,371)	(12.0%)
October	-				-	-	0.0%
November	-				-	-	0.0%
December	-				-	-	0.0%
January	-				-	-	0.0%
February	-				-	-	0.0%
March	-				-	-	0.0%
April	-				-	-	0.0%
May	-				-	-	0.0%
June	-				-	-	0.0%
FY 24 Total	36,368	6,289	15,801	-	22,090	14,278	39.3%
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%)

Museum Store Sales Narrative:

For the the 1st quarter of FY24, the store made $36,368 in revenue. While at first glance the revenue seems drastically less compared to the 1st quarter of FY'23, it is important to account for the Great Western Steam Up (GWSU), in which approximately $26k of of the FY23 July revenue was made. However, when taking the GWSU out of equation we can see trends of upward growth between FY23 and FY24. For example, for the month of August while attendence was down approximately 13%, revenue in the store stayed consistently the same. Additionally, for the month of September both attendence (+111%) and revenue (+118%) increased.

These trends of upward growth can be attributed to an increase in museum events, a broader range of products (appealing to a multititude of demographics), and an overall increase in visitation. However, in order to continue these upward trends it is essential to reevaluate the current store design (as approximately only 1/3 of current museum visitors actually make it into the store) and storage (please see the attached request).

Report is through September 30th, 2023.

IV. Membership Program

Membership Figures

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

Membership Categories	Qtr 1 July - Sep New	Qtr 1 July - Sep Renew	Qtr 2 Oct - Dec New	Qtr 2 Oct - Dec Renew	Qtr 3 Jan - Mar New	Qtr 3 Jan - Mar Renew	Qtr 4 April - June New	Qtr 4 April - June Renew	TOTAL New	TOTAL Renew	TOTAL Combined
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									0	0	0
Students									0	0	0
Lifetime									0	0	0
Comp									0	0	
FY 24	0	0	0	0	0	0	0	0	0	0	0
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
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

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.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 24	2,134	1,519	1850										5,503
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
YTD	2,134	3,653	5,503	0	0	0	0	0	0	0	0	0	5,503

YTD COMPARISON

18.13%	27.03%	36.26%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

MONTHLY COMPARISON

18.13%	87.10%	111.11%	0.00%	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.
Monthly Comparison compares the current month of the current year against the same month in the previous year.

Attendance Receipts

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 24	$16,531	$17,154	$18,646										$52,331
FY 23	$11,000	$10,595	$11,922	$16,736	$9,491	$7,914	$4,376	$3,039	$5,581	$10,572	$12,348	$15,677	$119,251
FY 22	$14,550	$10,367	$6,833	$9,480	$7,329	$8,435	$1,432	$5,346	$7,100	$10,912	$9,628	$15,187	$106,599
FY 21	$8,026	$7,394	$8,929	$7,774	$1,196	$2,248	$2,986	$3,465	$6,193	$8,005	$10,112	$4,062	$70,389
YTD	$16,531	$17,154	$18,646	$0	$0	$0	$0	$0	$0	$0	$0	$0	$52,331

YTD COMPARISON

150.28%	79.44%	55.63%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

MONTHLY COMPARISON

150.28%	161.91%	156.40%	0.00%	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.
Monthly Comparison compares the current month of the current year against the same month in the previous year.

Nevada State Railroad Museum-Carson City
Report to the Board
December 7-8, 2023

Museum Attendance Narrative:

Overall, attendance is higher than previous years, we have accomplished this by adding more family focused activities to the monthly schedule as well as during events.

Youth programming continues with a monthy 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 famiilies to spend more time in the museum. This has also added a few family memberships but also allowed the musuem to give out information about future events to families and allow "word-of-mouth" to do its job.

Since the last report we have had about 10 scheduled tours of the museum. This usually picked up after winter break and we have a lot signed up for the next few months.

Report is through September 30, 2023

Train Ride Receipts.

Nevada State Railroad Museum-Carson City
Report to the Board
December 7-8, 2023

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 24	$8,442	$1,295	$2,591	$12,796									$25,124
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
YTD	$8,442	$9,737	$12,328	$25,124	$0	$0	$0	$0	$0	$0	$0	$0	$25,124

YTD COMPARISON

#DIV/0!	886.1%	339.8%	273.2%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

MONTHLY COMPARISON

#DIV/0!	117.8%	102.4%	229.8%	0.0%	0.0%	0.0%	#DIV/0!	#DIV/0!	0.0%	0.0%	0.0%

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

Train Ride Receipts Narrative:

Harvest Train was mid October and this was a well attended event. Not only did we have family and child focused actitvities but we also were about to out reach within the community and help support non-profits.

Our ridership is up and we attribute it to programming, we are doing more to keep families returning. There is a goal to continue education and allow kids and families to learn something new each time they return!

VII General Museum Activities

The CIP projects are mostly complete. However, the HVAC system has not met its target dates for the Jacobson Interpretive Center. The work being done is very high quality and the museum was able to maximise the budget to address flooding concerns, safety and other issues that were outside of the original scope but added tremendous value.

The museum hosted Action Camera and Canon for a photography workshop at the museum on July 8.

The cab of the *Lyon* was completed in July by volunteer Rick Bienek. The craftsmanship is exceptional and will look great on the locomotive when it is completed. Thanks to Rick for his assistance in completing the cab.

The museum conducted a school supply donation for local students and teachers during the month of August.

Effective August 14, Adam Michalski changed positions from Curator of Education to Curator of History. Adam is excited for the opportunity to focus on collections management issues and research requests at the museum.

In September, museum staff attended the Heritage Rail Alliance Conference in Montreal, Quebec, Canada and the Nevada Museums Association Conference in Las Vegas. The Heritage Rail Alliance Conference was a great opportunity to learn more about what peer institutions were doing in the field of tourist railroads and railroad museums. Meanwhile, attending the Nevada Museums Association Conference allowed staff to meet with other museum staff from various institutions across Nevada to exchange ideas.

On September 14, the museum received a donation from the family of Harold Brooks. The donation included the headlamp used on the Virginia & Truckee locomotive *Dayton* during the filming of *Union Pacific* (still in the paint from the movie), along with some paperwork from Paramount Studios. The museums thanks the family of Harold Brooks for their generous donation.

The museum hosted a Motorcar Rail Camp during the weekend of September 23-24. The Motorcar Rail Camp provided participants with an opportunity to learn how to operate the museum's two motorcars, the Edwards Motorcar and the McKeen Motorcar. The program was successful and will be offered again in 2024.

Daniel Thielen last day as full time museum director was September 29. Mr. Thielen was appointed to the position of Administrator for the Division of Museums and History on October 2.

Report is through September 30, 2023.

VI. Fundraising Activities:

No fundraising activities occured as yet this year.

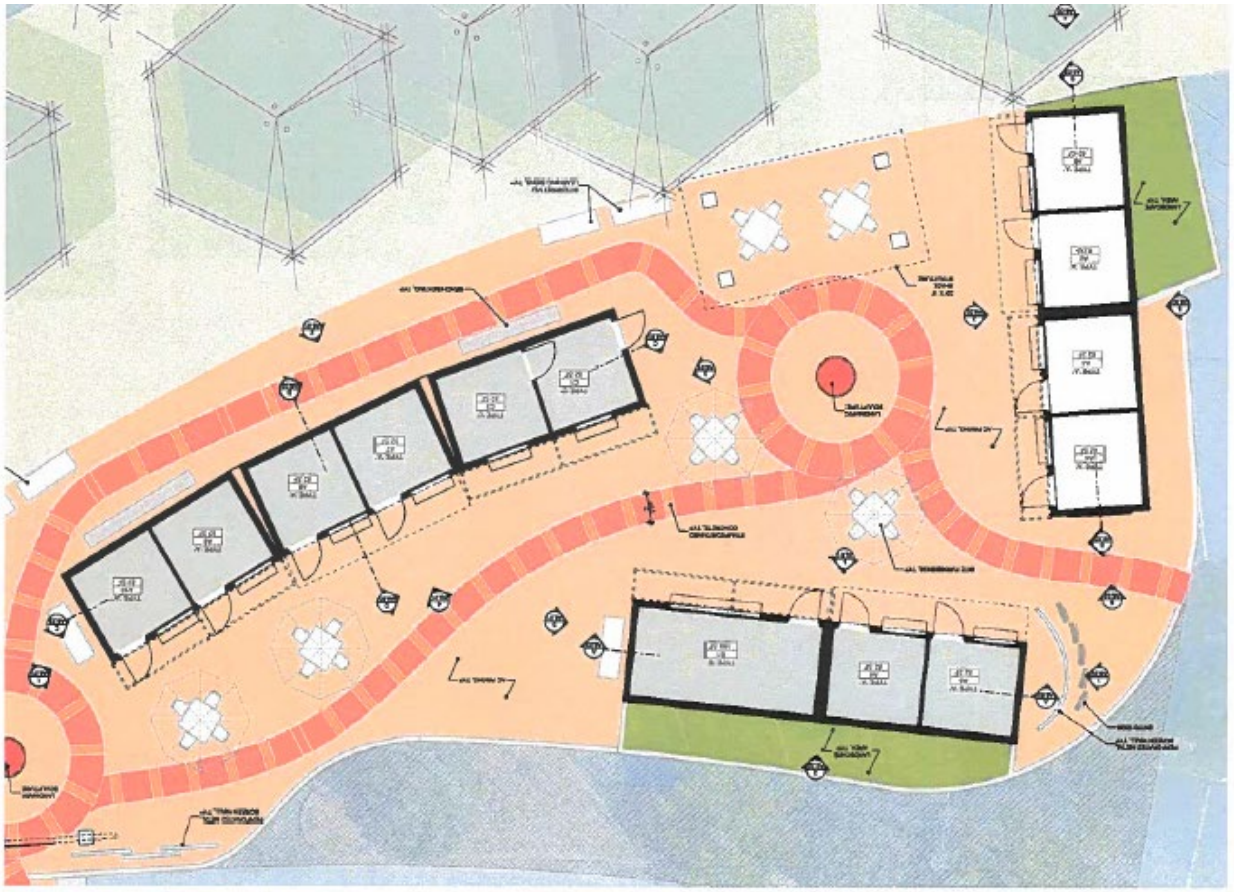
About the Project

Location

- Capitalizes on the view of the museum, the railroad loop, and the from south Carson Street
- Ability to serve both center and the museum
- Close proximity to the bathrooms
- Mature trees for shade
- Works within flow of the parking lot

NEVADA TOURISM & CULTURAL AFFAIRS

About the Project



About the Project

NEVADA
TOURISM & CULTURAL AFFAIRS

NEVADA MUSEUMS & HISTORY

Joe Lombardo | Governor
Daniel P. Thielen | Administrator

412 E. Musser St., Suite 2
Carson City, NV 89701
775-687-7340
775-687-4333 (FAX)

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

Through: Daniel P. Thielen, Division Administrator
Nevada Division of Museums and History

From:
Nevada State Railroad Museum – Carson City

Date: 11/27/23

RE: Shelving for Museum Store

++

Amount Requested: $7,395

Budget: BA 5037, Category 48-01

Justification:
This request is to purchase shelving for the museum store inventory. This shelving is a critical need and will provide protection and security for inventory. The proposed materials will also protect the boxcar currently used for storage and will be completely reversable. The implementation of shelves would allow for 884.5 cubic ft. of storage, while also providing a proper layout for processing merchandise. The processing area will support the projected activity necessary for online sales.

Approved:

_____ _____
Anthony Timmons, Chair, Board of Museums and History Date

NSRMCC Museum Store Inventory Storage

Name of Museum Director: C deWitt, Acting Director

Program: Museum Store

Contact person: Madelyn Pecorino, Store Manager

Completion Date: 11/27/23

Administrator Approval: DP Thielen

SUMMARY INFORMATION:

This project provides a secure, organized space for museum store inventory. Current inventory space has been severely limited and the projected space necessary for the online store makes it completely untenable. The museum store uses compact shelving for some of inventory, however, the sales successes have outstripped the inventory space. Shelving for the boxcar that is currently used as Museum Store storage. The implementation of shelves would allow for 884.5 cubic ft. of storage just in shelving alone, while also providing a proper layout for processing merchandise and store donations. The shelves selected will require no "drilling", etc. meaning that no damage will occur, offering a solution to the current lack of storage while still respecting the artifact. The shelving will not only allow for more storage at no harm to the artifact but will also provide enough stability for the boxcar to be mobile without damaging any merchandise. Use of the boxcar for storage is common in railroad museums as they are secure and interior interpretation is difficult to produce. This shelving unit option is completely reversible and will not damage the artifact.

DETAILED INFORMATION:

Description:

To implement proper shelving in the boxcar that is currently used for Museum Store storage, providing 884.5 cubic ft. in shelving. The shelves will outline the entire length of the boxcar and more, giving enough space to accommodate for store merchandise along with donations received for resale, while also providing storage for online store products.

Background:

Currently, the boxcar is being used to store additional store merchandise and to process/price donations received on behalf of the store. With the busy holiday season coming up the boxcar is currently packed and organized using the resources on hand. However, while this is a temporary fix, it is important to note that the boxcar is mobile so each time the car needs to move everything needs to be readjusted. Please refer to the pictures below to show the current boxcar "set-up".

Final Budget Concept Paper

Justification:
With stable shelving we should be able to minimize any loss due to product damage from having a mobile storage unit, while also maintaining a secure location for all store merchandise to be stored, allowing for higher levels of inventory control. The additional 884.5 cubic ft in storage would allow for the museum store to have a broader expansion of seasonal products, continue accepting donations (which provide profit at no cost to us, and space to separate inventory for the online store.

Fiscal Impact:
The shelves are a one-time cost of $7,395 for the materials themselves as labor will be provided by a team put together by the museum's Restoration Shop and the Buildings and Grounds department.

Performance:
This is a critical need. With proper storage the Museum Store can expand its current product selection and plan ahead for budget closures during our busiest season, allowing for revenue to continue to increase.

NEVADA MUSEUMS & HISTORY
Joe Lombardo | Governor
Daniel P. Thielen | 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 DECEMBER 7-8, 2023

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

State Fiscal Year 2024 as of 09/30/2023	GL /Cat#	SFY 2024 Budget	Actuals YTD	Percentage YTD	Column5
Cash From Prev Fiscal Year	2511	29,157	29,157	100.00%	
Cash Bal Fwrd New Fiscal Year	2512	0	0	0.00%	
Comparison of Revenues Budgeted/ Received:					
Facilities Charge	3801	350	1,600	457.14%	
Gifts & Donations	4251	5,120	0	0.00%	37,627
Private Grants	4265	3,000	0	0.00%	
Outsie Bank Acct	4454	0	0	0.00%	
Total Revenues:		$8,470	$1,600	18.89%	
Comparison of Expenditures Budgeted/Expended:					
Board Appr Special Projects	48	12,052	0	0.00%	
East Ely Railroad	51	17,575	7,212	41.04%	
Special Projects (Restricted)	55	8,000	0	0.00%	
Total Expenditures:		$37,627	$7,212	19.17%	

Revenue/Expenditure Comparison Narrative:

Report is through September 30, 2023.

* Further detail available in the identified sections.

Nevada State Railroad Museum-East Ely
Report to the Board
December 7-8, 2023

V. Museum Attendance

Attendance chart

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
FY 24	1415	674	923	759									3771
FY 22	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
YTD	1,415	2,089	3,012	3,771	0	0	0	0	0	0	0	0	3,771

YTD COMPARISON

123.58%	98.58%	101.18%	106.47%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

MONTHLY COMPARISON

123.58%	69.20%	107.58%	134.34%	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.
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 Railway Foundation in 2017.) This report includes those who attended an event in the Freight Building.

An additional 290 children attended the Museum from July-October.

VI. Fundraising Activities:

No Action in this area.

VII General Museum Activities

NSRM-Ely is the recipient of two Capital Improvement Projects. There has been a flurry of activity on the Freight Building as documents have been prepared and readied for bid. This is a $7.5 million upgrade to turn the builiding into a year round use facility while retaining the original historic appearance. The project will bring the building into year round use. We already have inquiries as to when it will be available. For now, we expect to the building to be closed until construction is compelted in 2025. We will have a grand opening showcasing the building to our community when it is insulated, heated, air conditioned, and fire supressed. The archive and collections storage will allow us to seek AAM accreditation.

The second CIP Project is a seismic retrofit of the Depot Foundation that has been funded at $850,000. We have climbed under, on top of, and through every space in the Depot assisting the architect in his structural analysis. We have discovered some previously unknown areas of concern that will need to be addressed. The addressing of these concerns will ensure the historic structure will survive another century. We look forward to these long sought after improvements.

There has been action taken to return the collection that was removed without our knowledge, consent, or permission. We look forward to a resolution. As of now, we have no access to the collection that was donated to the State of Nevada. The relocation was not systematic, therefore thirty years of organization has been destroyed. We need the AG to get this resolved and understand that resolution is in the works.

As reported previously, the Freight Building Walkway has been completed with the grantor signing off on the project . The grant to replace the walkway provided materials for its maintenance. Museum staff and volunteers were able to put an additional coat of stain on the boards to increase the protection for the oncoming winter. We were able to utilize a community youth group who volunteered to provided the labor. It made a huge difference in the speed in which we could complete this project before the weather window closed.

NSRM-Ely staff were pleased to host Myron's retirement party in conjunction with the Board Meeting in September. It worked out well since the Board and Senior staff were all present. We extend our appreciation to Great Basin College, Ely Center for the Night Sky viewing and Stephen Bishop for the telescopes. Kudos to Michael, Daphne, and Dan for making the arrangements.

Sean was the keynote speaker for White Pine County's Republican Annual Meeting. The topic "Heroes and Scoundrels of White Pine County" was well received. The talk covered the time period from 1867-1900, primarily not to implicate anyone's ancestor.

Sean was the heritage speaker for the State Association of County Elected Officials.

We continue to make progress on many fronts. As always, I welcome your visit, comments, or concerns.