



MEETING MINUTES
NEVADA BOARD OF MUSEUMS AND HISTORY
March 1, 2024
Moapa Valley
Community Center
320 N. Moapa Blvd.
Overton, NV 89040

BOARD MEMBERS PRESENT

Anthony Timmons, Chair
Mercedes de la Garza*
Bert Bedeau*
Nathan Harper
Daniel Markoff*
Courtney Mooney*
Janet Petersen
Michelle Schmitter*
Seth Schorr*
Mark Slaughter
Rochanne Downs
Dora Martinez*

BOARD MEMBERS ABSENT

STAFF PRESENT

Brenda Scolari, Director, Department of Tourism & Cultural Affairs*
Harry Ward, Deputy Attorney General, Nevada Office of the Attorney General*
Daniel Thielen, Administrator, Nevada Division of Museums & History
Rebecca Palmer, State Historic Preservation Officer*
Daphne DeLeon, Administrative Services Officer, Nevada Division of Museums & History
Hollis Gillespie, Director, Nevada State Museum Las Vegas
Tracey Sprague, Director, Lost City Museum
Josh Bonde, Director, Nevada State Museum Carson City*
Catherine Magee, Director, Nevada Historical Society*
Adam Michalski, Curator, Nevada State Railroad Museum Carson City*
Mike Malone, Administrative Assistant, Nevada Division of Museums & History

* 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 the meeting was properly posted. Board Chair and Staff.

Administrator Daniel Thielen 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, AAll, confirmed a quorum of members.

5. Nominations and election of Chair and Vice-Chair for the Board of Museums and History.

Chair Timmons opened the floor for Vice-Chair nominations. Member Jan Petersen nominated Member Mercedes de la Garza . No other nominations were made.

Member Petersen moved that Member de la Garza be elected as Vice-Chair.

Seconded by Member Nathan Harper

Motion Passed with all members voting in favor including Chair Timmons.

Chair Timmons opened the floor for Chair nominations. Member Petersen nominated Member Timmons. No other nominations were made.

Member Petersen moved that Member Timmons be elected as Chair.

Seconded by Member Mark Slaughter

Motion Passed with all members voting in favor with Member Timmons abstaining.

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

Chair Timmons noted the locations of the restrooms, availability of refreshments and the planned Lost City Museum visit after the conclusion of the meeting.

7. Public comment announcement. Board Chair.

No public comment was given.

8. 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.

9. Acceptance of minutes. Board Chair and Staff.

a. December 7-8. 2023 Board Meeting summary (for possible action.) +

Member Slaughter moved to approve the Board Meeting summary as presented.

Seconded by Member Petersen

Motion Passed with all members voting in favor including Chair Timmons.

b. February 6, 2024, Finance Committee Meeting transcript. Transcript available on the DMH website: <https://nvmuseums.org/meetings-agendas-minutes/>

Member Slaughter moved to approve the meeting transcript as posted.

Seconded by Member Petersen

Motion Passed with all members voting in favor including Chair Timmons.

c. February 12, 2024, Special Board Meeting transcript. Transcript available on the DMH website: <https://nvmuseums.org/meetings-agendas-minutes/>

Member Petersen moved to approve the meeting transcript as posted.

Seconded by Member Harper

Motion Passed with all members voting in favor including Chair Timmons.

d. February 20, 2024, Museum Store and Marketing and Technology Committee Joint Meeting transcript. Transcript available on the DMH website: <https://nvmuseums.org/meetings-agendas-minutes/>

Member Petersen moved to approve the meeting transcript as posted.

Seconded by Member Harper

Motion Passed with all members voting in favor including Chair Timmons.

10. Board Announcements and Meeting Dates. Board Chair

After discussion that following 2024 public meeting dates and locations were confirmed.

June 3-4, 2024, Nevada State Museum Las Vegas (Las Vegas)

September 13, 2024, Laxalt Building (Carson City)

December 6, 2024 (Nevada Historical Society (Reno))

Chair Timmons noted it would be a good idea to schedule the March 2025 Board meeting in Carson City in conjunction with possible 2025 Nevada Legislative activities.

Member Petersen moved to approve meeting dates as amended.

Seconded by Member de la Garza.

Motion Passed with all members voting in favor including Chair Timmons.

11. Nevada State Historic Preservation Office. Rebecca Palmer, Administrator

Administrator Rebecca Palmer presented the staff report for the National Register of Historic Places. Per Board request, the staff report includes a list of properties listed. Administrator Palmer notes that the two nominations included in the staff report will be on the Board's June meeting agenda for review. Additionally, Administrator Palmer noted that a new national state register coordinator has been hired.

Chair Timmons noted his appreciation for the Cactus Theatre press. Member Petersen expressed her appreciation for the work done by Administrator Palmer and her staff.

12. Nevada Department of Tourism and Cultural Affairs. Brenda Scolari, Director

Brenda Scolari, Director of the Department of Tourism and Cultural Affairs presented a department update. Planning for the 2025 legislature has begun. FY26-27 kick-off will be held on March 6, 2024. Director Scolari and Administrator Thielen are committed to doing through needs assessments with each museum and developing FY26-27 budget requests reflective of their operational and

programmatic needs. Director Scolari will also be looking at statutory revisions, needs and working with Administrator Thielen to develop bill draft requests (BDR).

Director Scolari shared staffing changes at the department level and noted that while recruitment of marketing staff is in process, her and Administrator Thielen will serve as liaisons between museums and the department's marketing vendor – Estipona Group.

Director Scolari described the strategic planning process that will be facilitated by the Weiss Group in April 2024 in Reno.

13. Administrator's Report. Daniel P. Thielen, DMH Administrator

a. Board Member Updates

Administrator Thielen reported that all Board positions are filled. He welcomed the newest Board Members: Rochanne Downs and Dora Martinez.

b. General Report

Administrator Thielen noted he is in the process of visiting each museum to meet staff and to get a better understanding of facility needs and programming goals. Despite the significant amount of facility needs at the museums he has visited, he was inspired by the dedication and commitment of staff to the Division's goal: to identify, collect and preserve in perpetuity the history of Nevada.

Administrator Thielen believes that the Division will achieve some of its big goals and will need to be nimble to implement projects. He looks forward to the Board's support for the Division at the next legislative session and its involvement in the Department's strategic planning process in April 2024.

1. Proposed FY25 NSRM Fee Schedule

Administrator Thielen presented the proposed FY25 NSRM Fee Schedule changes that if approved by the Board would be effective July 1, 2024.

Member Downs asked if the proposed fee increases are sufficient to meet the museum's collection preservation needs. Administrator Thielen described the multiple funding sources that support the museum and the role that fee revenues play.

Member Schmitter voiced her support of the proposed FY25 Fee Schedule.

Christopher MacMahon, Museum Director provided information regarding the proposed fee changes for the Boulder City Railroad Museum.

Member Downs stated her concern that the proposed fees are not sufficient to cover the rising fuel costs. She recommended that language be shared with visitors stating the fees cover specific operating costs.

Member Petersen moved to approve the proposed FY25 NSRM Fee Scheduled as presented.

Seconded by Member Downs

Motion Passed with all members voting in favor including Chair Timmons

2. Proposed FY25 NSRMCC Facility Rental Rates

Administrator Thielen presented the proposed FY25 NSRMCC Facility Rental Rate. He noted the provision of the Jacobsen Interpretive Center (JIC) with air conditioning has made it a viable rental space for events.

Member Downs moved to approve the proposed FY25 NSRMCC Facility Rental Rates as presented. Seconded by Member Slaughter

Motion Passed with all members voting in favor including Chair Timmons

c. Capital Projects Update

Administrator Thielen noted the Boulder City project has gone out to bid, the HVAC project at the Las Vegas Museum had been completed and the bathroom renovation has been completed at the Lost City Museum.

d. Fiscal Report

1. Request Funding Increase for MDTF Funded Salaries BA 5039

Daphne DeLeon, ASO presented the funding request memo to authorize an additional \$6,908.00 for a privately funded state position. She explained that positions are wholly dedicated to private fund programs that are funded by private funds.

Member Petersen moved to approve the request as presented.

Seconded by Vice Chair de la Garza.

Motion Passed with all members voting in favor including Chair Timmons

2. IFC Report (July 1,2023 – December 31, 023)

ASO DeLeon requested this item be postponed until the June 2024 Board meeting.

3. Board Request: Audit

ASO DeLeon requested this item be postponed until the June 2024 Board meeting. Audit recommendations will be discussed with Member Schmitter, Chair of the Finance Committee.

e. NAGPRA Report

1. Board Request: Bar Chart: Ancestor Repatriations vs. Held

Administrator Thielen presented this agenda item. He intends to reset this report to provide a division wide discussion of this subject.

Member Downs noted she currently serves as the University of Nevada, Reno NAGPRA officer. Based on her experience she does not believe that a bar chart is an accurate depiction of the process. She further noted the new regulations have a significant impact on museum work.

Chair Timmons noted that the bar chart was requested by a member of the public at the December 2023 Board meeting. This agenda item would be postponed until the June 2024 Board meeting.

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

a. Board Visibility and Professional Development Budget Enhancement

Chair Timmons thanked DMH for the Board member name badges. He urged members to wear their name tag whenever they are representing the Board and noted this is a good way to raise the Board's visibility.

Daphne DeLeon, Administrative Services Officer reviewed the \$15,800 FY25 Budget Enhancement Request and recommended that the Board approve the concept and that the Finance Committee include it in their FY25 budget building process.

2 out-of-state professional development trips x \$2500/each = \$5,000

12 n-state state museum visits x \$900/visit = \$10,800

Member Harper moved to approve the proposed Board Visibility and Professional Development Budget Enhancement as presented.

Seconded by Member Slaughter.

Motion Passed with all members voting in favor including Chair Timmons

a. Buildings and Grounds Committee

Chair Timmons invited Member Bert Bedeau to share his vision of the committee. Member Bedeau stated discussions at the Special Board meeting about the construction project at the Nevada State Railroad Museum in Carson City highlighted the value of having a committee to consult with Administrator Thielen, Museum Directors and staff to develop design solutions. Member Bedeau noted that the following Board Members have the requisite backgrounds to serve on this committee: Vice Chair de la Garza, Member Courtney Mooney, and Member Michelle Schmitter.

Vice Chair de la Garza noted that in addition to providing consultation to Administrator Thielen, there is an opportunity to be involved in the selection of project architects.

Chair Timmons created the Buildings and Grounds Committee, appointing Member Bedeau as Chair and Member Mooney, Vice Chair de la Garza, Member Schmitter and Member Slaughter as committee members.

Administrator Thielen expressed his hope that the Committee will provide advocacy for the Division's Capital Improvement Projects requests (CIP) and looked forward to working with the Committee.

b. CCCHP (Commission for Cultural Centers and Historic Preservation) Meeting Review

Chair Timmons stated that the minutes for the most recent CCCHP meeting are not available yet. There is a public FTP site, where the public can view and access meeting recordings and documents. The next meeting is potentially scheduled for March 28, 2024. The CCCHP is operated by the SHPO and provides grant funding for historic buildings throughout the state.

The next meeting will discuss the allocation of \$3.0 million for this year. Administrator Palmer noted that SHPO received 13 letters of intent.

c. Annual Committee Meeting Schedule

Chair Timmons requested that Committee Chairs create an annual meeting schedule for presentation at the June 2024 Board meeting. Board members who are not formally members of a committee but would like to attend committee meetings should contact the Division office.

15. Board Committee Updates

a. Finance (Chair: Member Michelle Schmitter)

Member Schmitter reviewed the discussion at the February 6, 2024 committee meeting. She would like to create an endowment committee comprised of museum staff and board members.

Chair Timmons encouraged her to bring that request forth as an action item at the June 2024 meeting.

b. Marketing and Technology (Chair: Member Seth Schorr)

Member Schorr noted that the focus has been working with the Store Committee to review a draft of the online store website. Looking forward to developing marketing plans for the ecommerce platform as soon as it goes live.

c. Membership (Chair: Member Mercedes de la Garza)

Vice Chair de la Garza noted that the committee has not met since the December 2023 board meeting. She is interested in having the committee develop a veteran's pass and will put this item on the June 2024 board meeting agenda.

d. Museum Store (Chair: Member Jan Petersen)

Member Petersen introduced ASO DeLeon and Tracey Sprague, Lost City Museum Director to present the online store update.

ASO DeLeon noted that work continues with the contractors. Director Sprague described the online store website walk through that she facilitated for the Marketing and Technology and Museum Store Joint Committee meeting on February 20, 2024.

Member Dora Martinez offered to participate in the review of the online store website for accessibility.

e. East Ely Depot (Chair: Member Courtney Mooney)

Member Mooney noted that Administrator Thielen would present the update.

Administrator Thielen stated the East Ely project is on pause pending the resolution of land and title issues. The State Land Office expects resolution will be reached by September 2024.

16. Consent Agenda

- a. *Restricted Donation \$9,230 to Nevada State Museum Carson City from Annual Appeal*
- b. *Restricted Donation \$25,000 to Nevada State Museum Carson City from Lynn Bremer*
- c. *Restricted Donation \$500 to Nevada State Museum Carson City from Fowler Family Trust*
- d. *Restricted Donation \$1,000 to Nevada State Museum Las Vegas from Robert Stoldal*
- e. *Unrestricted Donation to Nevada State Railroad Museum Boulder City from Ronald Carroll*

Member Petersen moved to approve all items on the consent agenda as presented.

Seconded by Member de la Garza.

Motion Passed with all members voting in favor including Chair Timmons.

17. Museum Reports

a. Lost City Museum

Tracey Sprague, Director presented the Lost City Museum fiscal year 2024 second quarter report. Director Sprague reported that approximately 80 individuals attended their holiday open house, outreach activities were completed, and the pueblos were reinforced.

Chair Timmons thanked Director Sprague for hosting the Board meeting.

b. Nevada State Museum Carson City

Josh Bonde, Director presented the Nevada State Museum Carson City fiscal year 2024 second quarter report. Director Bonde reported that special events were well-attended: Dia De Los Muertos 600 individuals attended, Trunk or Treat event co-sponsored by the Childrens Museum in Northern Nevada 1500 individuals attended in 2 hours. Bilingual and auditory exhibits are in process. Visitation numbers are robust (over 23,000 visitors by end of second quarter).

Chair Timmons noted that 1500 individuals in two hours was amazing. Member Rochanne Downs asked for an exhibits update based on the new NAGPRA regulations. Director Bonde responded that the Under One Sky exhibit is compliant with the new NAGPRA regulations.

1. Deaccession Memo

Director Bonde presented the request for approval to deaccession a group of items that were purchased by the Friends of the Governor's Mansion at a time when they were unable to provide the proper storage facilities. Currently, proper storage facilities are available. The Museum is requesting approval to deaccession these items and transfer them to the Friends of the Governor's Mansion.

Member Downs moved to approve the deaccession memo as presented.

Seconded by Member Slaughter.

Motion Passed with all members voting in favor including Chair Timmons.

2. Equipment Purchase Not to Exceed \$5,000

Director Bonde presented the request to purchase a large format printer for the exhibit unit.

Director Bonde noted that the cost to repair the printer was greater than purchasing a new one.

Member Petersen moved to approve the request memo as presented.

Seconded by Member Mark Slaughter.

Motion Passed with all members voting in favor including Chair Timmons.

c. Nevada State Museum Las Vegas

Hollis Gillespie, Director presented the Nevada State Museum Las Vegas fiscal year 2024 second quarter report. Director Gillespie reported that attendance and store sales numbers are robust. Approximately 40% of all Springs Preserve visitors are Museum visitors. The membership program has a positive trend.

1. Deaccession Memo

Director Gillespie presented the deaccession memo for eight taxidermy items that no longer have scientific or exhibition value to the museum.

Member de la Garza asked how the Museum acquired these items. Director Gillespie responded

that prior Museum leadership was eager to accession anything that was related to Nevada. These items are showing signs of deterioration due to age.

Member Petersen moved to approve the deaccession memo as presented.

Seconded by Member Harper.

Motion Passed with all members voting in favor including Chair Timmons.

2. Board Request: Five-Year Exhibit Plan

Chair Timmons requested this information at the last Board meeting and Director Gillespie shared it with him. This information will be sent out to Board members.

Director Gillespie noted the Museum was transitioning to a 2 new exhibits per year schedule. Next scheduled exhibits are historic Las Vegas postcards, Old Spanish Trail, and sports. Josef Diaz, Curator, was available for questions.

d. Nevada Historical Society

Catherine Magee, Director presented the Nevada Historical Society fiscal year 2024 second quarter report. Director Magee noted a 74% increase in gallery visitation due to the Hello Hollywood exhibit.

e. Nevada State Railroad Museum Boulder City

Christopher MacMahon, Director presented the Nevada State Railroad Museum Boulder City fiscal year 2024 second quarter report. Director MacMahon noted the busiest time of year is October through December and train ride revenue was slightly down in comparison to last year. The agreement with City Henerson was completed.

Chair Timmons congratulated Director MacMahon on the Seventy-fifth Anniversary of the Merci Train Celebration held on February 25, 2024. Noted that collaboration from other state museums was important to the success of the event. A total of five state museums participated in this event.

1. Eureka & Palisades Update

Chair Timmons requested this item be tabled by the June 2024 meeting.

f. Nevada State Railroad Museum Carson City

Adam Michalski, Curator presented the Nevada State Railroad Museum Carson City fiscal year 2024 second quarter report. Curator Michalski noted increases in visitation and store sales. Harvest Train attendance was very strong. Outreach efforts at the Boonanza event in Carson City positively impacted Santa Train and Nevada Day attendance numbers. The Museum ran out of parking. Museum hosted an exhibit featuring images of female veterans in November.

Chair Timmons recalled that during a previous discussion regarding the Adventure Center the issue of parking was discussed. Current plans would reduce parking availability. Administrator Thielen noted that plans were being developed to leverage existing parking lots and future parking structures close by for the limited days of the year when parking is at a premium.

g. Nevada State Railroad Depot Museum East Ely

Daniel Thielen, Administrator presented the Nevada State Railroad Depot Museum East Ely fiscal year 2024 second quarter report. Administrator Thielen noted that the Lieutenant Governor visited the

Museum. The design for the freight Building Remodel is completed. Project is on hold because of civil action.

Chair Timmons encouraged all Board Members to show their support for the Museum by visiting whenever they are in the vicinity. Member Petersen stated that as the rural representative for the Board, she would visit the Museum more often.

18. Private funds budget adjustments-Current year

- a. Changes approved by the Administrator Thielen
\$4650 BA 5039 Cat. 55 NSMLV essential out-of-state travel for exhibit development
- b. Changes requested from the Board over \$5,000.
Administrator Thielen stated there were no changes.

19. Board Member comment on non-agenized items.

Chair Timmons congratulated Member Petersen on her recent retirement. Member Petersen and asked for clarification regarding how museums are currently funded. Administrator Thielen provided a high-level overview of museum budgets, noting that more details would be prepared for the new member orientation planned for the June meeting. Member Harper requested a graphic be created.

20. Future museum board agenda items

Chair Timmons confirmed the following items:

- a. *Ethics Training*
- b. *New Board Member Orientation*
- c. *Interim Finance Committee (IFC) Report*
- d. *NAGPRA Bar Chart*
- e. *Reciprocal Membership*
- f. *Nevada State Legislative Open House*
- g. *Bill Draft Request (BDR)*
- h. *Endowment Committee*
- i. *Admission Fees: What Does It Fund*
- j. *Board Member Terms*
- k. *Museum Budget Overview*

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

No public comment was received.

22. ADJOURNMENT

Chair Timmons adjourned the meeting.