Minutes
Tempe Historical Museum Advisory Board
January 9, 2014

Minutes of the Tempe Historical Museum Advisory Board recorded as of 4:05 p.m. on September 5, 2013, within the Tempe History Museum Board Room, 809 E. Southern Avenue, Tempe, AZ.

(MEMBERS) Present:
Shirley McKean
Mary O'Grady
Jennifer Wagner
Nikki Gusz
Dr. James Schoenwetter

City Staff Present:
Dr. Amy Douglass, Manager, Tempe History Museum

Guest(s) Present:
none

(MEMBERS) Absent:
none

Meeting convened at 4:05 p.m. Shirley McKean, Tempe Historical Museum Advisory Board Chair, called the meeting to order.

Agenda Item 1: Consideration of the December 5, Meeting Minutes

- Shirley McKean, Tempe Historical Museum Advisory Board (Museum Board) Chair, presented the **December 5, 2013 Board meeting minutes** to the Museum Board members for review and consideration.
- **MOTION: Jennifer Wagner moved to approve the December 5, 2013 Board meeting minutes with stated corrections.**
  SECOND: Dr. James Schoenwetter seconded.
  DECISION: December 5, 2013 Museum Board meeting minutes were approved.

- Shirley McKean, Museum Board Chair, presented the **December 5, 2013 special meeting minutes** to the Museum Board members for review and consideration.
- **MOTION: Mary O'Grady moved to approve the December 5, 2013 Special meeting minutes.**
  SECOND: Dr. James Schoenwetter seconded.
  DECISION: December 5, 2013 special meeting minutes were approved.

Agenda Item 2: Communications Report

- Dr. Douglass told the board members that the City Council was considering combining several boards and commissions to reduce the number of these bodies reporting to the Council, thus increasing efficiencies of operation. She stated that one change under consideration was combining the Historical Museum and Library Advisory Boards into one body. Dr. Douglass stated that she had no other details at this time, nor did she know when this would take effect.

Agenda Item 3: National Accreditation

- Dr. Douglass gave an update on one of the documents that are required by the American Alliance for Museums (AAM) for accredited institutions.
    - **Disaster Preparedness and Emergency Response Plan:** Information continues to be gathered to fill in the online template.
- The target date for submitting all five required documents to the AAM for review is June 30, 2014.

Agenda Item 4: Nomination of Board Officers

- **NOMINATION:** Mary O'Grady nominated Jennifer Wagner for Chair
  SECOND: Dr. James Schoenwetter seconded the nomination.
- **NOMINATION:** Nikki Gusz nominated Shirley McKean as Vice Chair.
  SECOND: Mary O'Grady seconded the nomination.
- **MOTION:** Dr. James Schoenwetter moved to elect Jennifer Wagner as Chair and Shirley McKean as Vice Chair.
  SECOND: Nikki Gusz seconded.
  DECISION: The motion to elect Jennifer Wagner as Chair and Shirley McKean as Vice Chair was approved.

Agenda Item 5A: Public Programs Representative

- Shirley McKean, representative of the Public Programs Committee, reported that a family holiday event was held on December 6, 2013 with a large variety of activities at the museum and Vihel Center. Santa Claus was stationed in the courtyard and the library had a table in the museum with crafts and information about their new winter reading program. Mariachi Pasión performed Mexican tunes in the Community Room.
- The museum will be getting a day's head start on Black History Month with a performance by folk singer Charlie King on January 31.
- There was no Third Thursday program in December.
- The next Third Thursday will be on January 16. Bill Staples Jr., a member of the Society of Baseball Research will be speaking about baseball in the World War II Japanese internment camps in Arizona.

Agenda Item 5B: Report - Policy, Procedures and Accessions

- Jennifer Wagner, representative on the Policy, Procedures and Accessions Committee (P, P & A) stated that there are currently 11 provisional deposits awaiting a vote.
- There were no new provisional deposits in December.

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- New acquisitions include a guitar from Tempe musician Steve Larson, 17 beaded purses from the Johnson family, a sign for Dr. Hood's vet clinic, and a wedding dress and framed picture belonging to Amy Poil.
- There are no new loans.
- Jennifer Wagner presented the Board members with the new fee structure for photographic reproductions which brings the museum in line with other institutions in the area.

Agenda Item 5C: Report - Tempe Historic Preservation Commission

- Mary O'Grady stated that the Commission did not meet in December nor has she received a meeting notice for January.

Agenda Item 5D: Report - Tempe Historical Society

- There was no report due to the absence of Anne Chandler.

Agenda Item 5E: Report - Oral History Program

- Dr. Douglass stated that the bulk of the December meeting of the Oral History Committee was focused on identifying goals for the strategic plan.

Agenda Item 8 - Board Member Announcements

- There were no announcements.

Agenda Item 9 - Future Agenda Items

- No new agenda items were identified.

The next meeting of the Tempe Historical Museum Advisory Board is scheduled to take place at 4 p.m. on February 6, 2014 in the Tempe History Museum Board Room, 809 E. Southern Avenue, Tempe, AZ, 85282.

Meeting adjourned at 4:16 p.m.

Prepared by: Dr. Amy Douglass, Tempe History Museum Manager

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Jennifer Wagner, Chair, Tempe Historical Museum Advisory Board

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