

WASHINGTON STATE HISTORICAL SOCIETY
BOARD OF TRUSTEES

MINUTES

ENTITY: WSHS Board of Trustees
DATE: March 5, 2015
LOCATION: Coach House, Olympia, State Capital Museum
TRUSTEES PRESENT: Larry Kopp, President; Sally Barline; Robert Carriker; Carol Coe, representing Randy Dorn; Jane Jacobsen; Alex McGregor, via telephone; Ryan Pennington; Sam Reed; Richard Scheuerman; and Sheryl Stiefel
STAFF PRESENT: Jennifer Kilmer, Director; Tam Dang, Chief Financial Officer; Misty Dawn Reese, Chief Administrative Officer; Patricia Tobiason, Deputy Director

- I. Call to Order and Introductions
- II. Consent Items
 - a. Minutes, September 25, 2014 Meeting [Exhibit 1]*
 - Approved
 - b. Future Board Meeting Schedule [Exhibit 2]*
 - Approved
- III. Policy, Planning & Governance
 - a. Finance Committee
 - i. Investment Report [Exhibit 3]

Jennifer Kilmer described the investment status. It was reported that an RFQQ for investment firms was not conducted due to workload, but will be considered at a later date.
 - ii. Financial Report [Exhibit 4]

Alex McGregor led the financial report, which included a review of the Society's balance sheet and financial statement. It was also reported that budget cuts were made for the final 6 months of the budget year in order to support achieving a balanced budget.
 - b. Development Committee

Fundraising Progress was reported using Exhibit 8. It was reported that the agency has exceeded major gift and grant goals for the biennium, but is behind on annual fund and planned giving goals. Next biennium the annual fund goal will be reduced to reflect the fact that gifts over \$1000 are now tracked in the major gifts category. Additionally, there will not be a dollar amount goal for planned gifts, but rather a goal for the number of identified planned gifts. It was also reported that membership was up 8% over the prior year.

- c. Major Exhibits Committee [Exhibit 6]
Jennifer Kilmer presented design drawings representing the upgrades to the Great Hall planned for this summer, which will take place in the exhibit entrance and in the first room to the right as you enter the gallery (currently Natural Settings).
 - d. Collections Committee [Exhibit 7]
Bob Carriker presented the Collections Committee report. He praised the work of the Collections team and shared recent progress in cataloguing and acquisitions.
- IV. Operations/Performance/Trend Assessments
- a. Agency Activities and Performance Metrics [Exhibit 8]
Jennifer Kilmer provided a narrative description of the handout.
 - b. Director Update [Exhibit 9]
Jennifer Kilmer presented a handout listing her activities and accomplishments over the past year.
- V. Department Spotlight – Public Works
Patricia Tobiason provided a PowerPoint presentation outlining the public work upgrades for the Great Hall of Washington History.
- VI. Good of the Order

Adjourned at 3:47 p.m.

*Denotes Action Item