

**WASHINGTON STATE HISTORICAL SOCIETY  
BOARD OF TRUSTEES  
MINUTES**

ENTITY: WSHS Board of Trustees  
 DATE: Thursday, June 14, 2018  
 LOCATION: Washington State History Museum  
 TRUSTEES PRESENT: Larry Kopp, President, Alex McGregor, Treasurer, Ryan Pennington, VP West, Sally Barline, Natalie Bowman, Carol Coe (representing Superintendent of Public Instruction Chris Reykdal), Senator Jeannie Darneille, RaShelle Davis (representing Governor Jay Inslee), David Devine, Suzie Dicks, John B. Dimmer, Jim Garrison, John Hughes, Senator Sam Hunt, Beth Willis, Senator Hans Zeiger  
 STAFF PRESENT: Jennifer Kilmer, Director; Susan Hesselgrave, Executive Assistant to the Director  
 GUESTS PRESENT: John Larson, Director, Polson Museum, *board candidate*

- I. Call to Order, Board Introductions, New Staff Member Introductions  
 Called to order at 9:10 AM, President Larry Kopp presiding. New staff members Lianna Shepherd, Development Director and David Schingeck, Capital Projects Coordinator
  
- II. Consent Items\*
  - a. Minutes March 8, 2017 Meeting [Exhibit 1]
  - b. Future Board Meeting Schedule [Exhibit 2]  
 The comment was made that for our legislative trustees, Fridays work better as a meeting day during the legislative session.
  - c. Financial Statement [Exhibit 3]  
 John Hughes stated that he loved the new format of the financial report.

John Hughes moved to approve Exhibits 1-3 as presented. Beth Willis seconded, and the motion was unanimously approved.

- III. Treasurer’s Report  
 The Toytopia exhibit was a great boon from both a financial aspect and for audience outreach. We now have \$420,000 in the unreserved cash accounts. To maximize benefit from increased interest rates, excess cash balances are placed in the reserve account as available. While our earned revenues are up for the year, we are down in contributed income for the year. Overall, the budget is balanced, and we are not running a deficit. The decision packages passed by the legislature have given us breathing room in the facilities and maintenance cost categories.

Senator Jeannie Darneille commented that the legislature was surprised that so many positions statewide were funded though the capital budget, and the Senate Ways & Means committee felt that capital project staff should not be paid for out of capital funds. Jennifer

Kilmer noted that WSHS currently pays for capital project staff out of capital funds because there are insufficient funds in the operating accounts to pay for these necessary positions. She stated that WSHS will be requesting general operating funds to pay for these positions in the upcoming budget process.

IV. Director's Report

a. Performance Metrics [Exhibit 4] Jennifer Kilmer reviewed a new format for reporting on performance metrics.

b. Historic Lord Mansion update

With the help of our legislators, the transfer of the Lord Mansion to Evergreen State College has gone very well. We advocated for the transfer of funds that had been designated for the repair of the portico from our budget to Evergreen. The transfer will be complete by June 30, 2018.

c. Rulemaking process for RCW 27.34.070

As required by the RCW, we are working on the rules governing our fundraising. Next steps will be a read-through of the proposed rules by Development and Finance committees, and then inviting public review and comment before they are enshrined in the Washington Administrative Code.

d. History Day update\*

Jennifer Kilmer reported that in navigating the negotiations regarding History Day, she received extraordinary support from legislators who advocated for the program. Although we wished to continue sponsoring the History Day program and considered it a part of our mission, we felt it was in the best interest of the Society overall, given competing legislative priorities and the needs of Washington students, to support the bill sponsored by Rep. Kagi. In conversations with OSPI, we have indicated our desire to be a partner to their agency in support of History Day, and have received assurances that OSPI will work closely with us to achieve positive outcomes for the program.

As a result of the transfer of the administration of History Day to OSPI, the original board-directed endowment, currently \$62,000 for History Day is no longer appropriate. Jennifer Kilmer requested that the board directed endowment be released to unrestricted funds. Those funds will be used during this transition period to support our current History Day staff person's position, our new program support for History Day as developed, and on general educational curriculum and program development.

Alex McGregor made a motion to release the endowment to the unrestricted funds. The motion was seconded by John Hughes, and was passed by unanimous vote.

Senator Jeannie Darneille thanked Jennifer Kilmer for her diplomatic skills in navigating

what could have been a very contentious issue during an already contentious legislative session, stating that it showed great leadership on Jennifer's part.

e. Women's Suffrage Centennial

Senator Jeannie Darneille noted that former senator Karen Frasier was key in making sure that legislators understood the historic importance of this anniversary. Jennifer Kilmer stated that we are working on curriculum content now, and are waiting for the Women's Commission to be formed to see how they want to be involved in the commemoration. Jennifer also reported that Elisa Law has been hired to develop and coordinate Centennial programs statewide.

f. The Museum Store will be re-opening with a new tenant, date TBD. We have signed a contract with the owners of the Pacific Avenue gift store, Stocklist.

V. Governance Committee

a. Approval of 2018 slate of trustees [Exhibit 5]\*

New board candidate John Larson was introduced. He stated that he admired WSHS and our shared mission, and that our role in outreach and leadership at a state organization is very important.

Beth Willis moved to elect the slate of trustees and officers as presented. John Hughes seconded. The motion was passed unanimously.

b. The recent devastating fire at the Aberdeen Museum was discussed. Senator Jeannie Darneille made a tribute to artist Linn Jacobs, the designer of the commemorative Washington State Historical Society stamps (the special edition collection each director received in their board packet).

c. Director performance review [Executive Session]\*

At 10:10 am, the board went into executive session.

At 10:30 am, the board ended their executive session, and the public meeting recommenced.

VI. Collections Committee

a. Approval of revised Collections Management Policy [Exhibit 6]\*

b. Review of Institutional Ethics Policy [Exhibit 7]\*

c. Approval of final Strategic Plan [Exhibit 8]\*

Jennifer Kilmer detailed the wording changes in each document.

John Hughes moved to approve the documents (exhibits 6, 7, and 8) as presented. Senator Sam Hunt seconded the motion. The motion passed unanimously.

Discussion ensued about the display of WSHS artifacts in Olympia at the legislative offices. Jennifer Kilmer gave a brief overview of the re-accreditation schedule in July, noting that the reviewers wished to interview trustees during the process. That date would be July 27, from 9-11am.

VII. Upcoming Exhibits, Mary Mikel Stump

Mary Mikel Stump gave an overview of the upcoming exhibits for 2018-19.

VIII. Valedictories

His final term as trustee concluding at the end of June 2018, Senator Sam Hunt was recognized for his steadfast support of WSHS over his many years of service as a trustee.

Jim Garrison is retiring from the board due to family considerations, and was thanked for his contribution to the board during this past year.

President Larry Kopp was applauded for his contributions to the board over his many years of service as a trustee and officer. John Hughes noted that Larry's kindness and wisdom made a great difference both to the organization as a whole and to John individually when he was recovering from cancer.

IX. Good of the Order

The next board meeting is Saturday, September 22, 2018. The meeting was adjourned at 11:30 am.