

WASHINGTON STATE HISTORICAL SOCIETY
BOARD OF TRUSTEES

MINUTES

ENTITY: WSHS Board of Trustees
DATE: June 22, 2013
LOCATION: Tacoma, Peter Simpson Board Room, Washington State History Museum
TRUSTEES PRESENT: Larry Kopp, Chairman; Michael Allen; Carol Coe (representing Randy Dorn); Senator Jeannie Darneille; Representative Sam Hunt; Jane Jacobsen; Harriet Spanel; Sheryl Stiefel; Victoria Woodards; Secretary of State Kim Wyman
STAFF PRESENT: Jennifer Kilmer, Director; Redmond Barnett, Head of Exhibits; David Kageyama, Major Gifts Manager; and Misty Dawn Reese, Chief Administrative Officer
PREPARED BY: Misty Dawn Reese

- I. Call to Order and Introductions
Meeting called to order at 9:02 am

- II. Consent Items
 - a. Minutes March 7, 2013 Meeting [Exhibit 1]*
No quorum to adopt
 - b. Future Board Meeting Schedule [Exhibit 2]*
No quorum to adopt

- III. Policy, Planning & Governance
 - a. Governance Committee
 - i. Board Nominees 2013-2016
Ms. Jennifer Kilmer explained she is contacting individuals to determine interest for the board. Many of the names provided to Jennifer have come from current board members and those on the list are represent a variety of background and experiences.
 - ii. Committee Participation [Exhibit 3]
Jennifer directed everyone's attention to the Committee Roster. She explained to the board that the list is reviewed on an annual basis to ascertain board members interest in continuing to serve on current committees or to sign-up for different committees. Jennifer described two new committees of the board, the Development Committee focused on fundraising and the Ad-Hoc Exhibit Committee focusing on main/major exhibits. One item of particular attention for the Exhibit Committee is the revamping of the main gallery. As it exists now the main gallery is 17+ years and the expected life cycle of an exhibit is 15 years. Interactive technology for exhibits has changed as well so that will be addressed in the upgrading of the main gallery.

- b. Finance Committee
 - i. Investment Report [Exhibit 4]

Jennifer described the Total Assets managed by Laird Norton Tye to be up 3.9% for quarterly performance. She also reminded the board of their approval of a more aggressive draw from the investment this biennium and with the positive performance of the investment she will be recommending a reduction on that draw in the near future.
 - ii. Financial Report [Exhibit 5]

Jennifer described the financial activity and use of various funds.
 - c. Development Committee

Jennifer explained we have two new staff in our Development office, Ms. Barbara Johanson, Development Assistant and Mr. David Kageyama, Major Gifts Manager. David joined and was introduced to the board. Jennifer explained that David's position is focused on gifts of \$1,000+. Jennifer also reported that contributed income is up 226% this year.
- IV. Operations/Performance/Trend Assessments
- a. Legislative Report

Jennifer explained there is no approval of the 2013-2015 biennium operations or capital budget at this time, therefore we are preparing for temporary furloughs if necessary to go into effect July 1, 2013.
 - b. Agency Activities and Performance Metrics [Exhibit 6]

Jennifer explained that attendance is up 15% from last year. She does not contribute that increase to one particular area or exhibit, but rather to our overall efforts in many different categories.
- V. Spotlight: Exhibits Department
- Mr. Redmond Barnett provided an overview of his department to the board.

Meeting adjourned at 11:23 am

*Denotes Action Item