

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

ENTITY: WSHS Board of Trustees
DATE: Saturday, September 24, 2016
LOCATION: Washington State History Museum
TRUSTEES PRESENT: Larry Kopp, President; Alex McGregor, Treasurer; Randi Becker; Carol Coe; Jeannie Darneille; Leonard Forsman; John Hughes; Ryan Pennington; Sheryl Steifel; J.T. Wilcox; Beth Willis
STAFF PRESENT: Jennifer Kilmer, Director; Patricia Tobiason, Deputy Director; Dr. Leah Melber, Director of Audience Engagement; Dave Beals, Education Programs Specialist; Susan Hesselgrave, Executive Assistant to the Director
FACILITATOR PRESENT: Susan Howlett

- I. Call to Order and Introductions
Called to order at 9:10 am

- II. Consent Items
 - a. Minutes June 16, 2016 Meeting [Exhibit 1]
 - b. Future Board Meeting Schedule [Exhibit 2]
 - c. Committee Updates [Exhibit 3]
 - d. Director's Report [Exhibit 4]

Beth Willis moved to approve Exhibits 1-4 as presented.
John Hughes seconded the motion.
The motion was approved.

III. Policy, Planning & Governance

- a. Finance Committee (Alex McGregor, Chair)
 - i. 2017-19 Budget Approval [Exhibit 5]

Recap: This time, WSHS was not given a mandate to begin with cuts. This is essentially a carry forward budget. In addition to the budget, a Decision Packet (request) has been submitted to the legislature to fund a special program to commemorate the 50-year anniversary of the Vietnam War. The request includes plans for public programming, collection of oral histories, and museum exhibit. The Capital Budget submission was also discussed.

John Hughes moved to approve Exhibit 5 as presented.
Beth Willis seconded the motion.
The motion was approved.

b. Audit Report [Exhibit 6]

- i. WSHS, for the first time, received a clean audit. We had very good scores, and an overall very positive report. This was the result of a constant effort on the part of WSHS staff/management to conform to the State's accounting and financial standards. The Board of Trustees applauded this achievement.

c. Financial Statement (2016)[Exhibit 7]

- i. The balance sheet reflects a recent payment for the last remnant of Lewis and Clark era projects (Dismal Nitch rest area interpretation). Jennifer is consulting with OFM to see how we can use leftover funds from that era, which are currently reflected under "unearned income."
- ii. History Day was originally scheduled to be eliminated in this biennium. Budget deficits for 2016 are in part driven by keeping that program for 2016 at the board's request. Efforts to fundraise for History Day to continue the program in 2017 and beyond resulted in the following:
 1. 46K gift from the Colonial Dames. We will be using this across 3 years, and Jennifer will be in continuing dialogue with the Colonial Dames to increase their funding on an ongoing basis.
 2. 10K partner funding from Humanities Washington. They will be providing programs across the state to get more teachers involved in the program. WSHS goal is not to get more kids going to Nationals, but rather to have more teachers in more classrooms presenting this learning approach (project-based learning).
 3. Decision to institute a sliding scale of fees per district to increase earned revenue.
- iii. Discussion: Rentals are down due to plaza construction. Agency administration is a challenge, because 1/3 of staff costs are funded through private funds, so when the State makes changes (COLA, etc.), that 1/3 staff cost increase is essentially an unfunded mandate. Our net revenue is in the red, but better than budgeted by 200K (we were budgeted to run at a deficit).

IV. Facilitated Discussion by Susan Howlett regarding Mission and Vision

- Round of self-introductions of attendees
- Purpose of mission and vision statements delineated.
"Mission" lasts for a long time, guides the Board's decisions. Defines what we do/whom we serve/to what end. "Vision" is a shorter-term realization of that mission: In 3-5 years, *what* will we have accomplished/changed in the service of our mission?
- Structured group discussions on mission of WSHS
- **Outcome: WSHS partners with our communities to explore how history connects us all.**

- This mission gives us our marching orders. It is actionable, and a basis for developing a vision: What could WSHS look like down the road, based on this mission.
- Jennifer requests that ***before the next board meeting in March 2017:*** Each committee develop TWO strategic goals for the committee. Each goal should have a component that requires board action (not just a staff directive).
- Jennifer will be working over the next several months with the staff to develop goals, objectives and strategies for the next five-year plan. A draft will be presented at the March Board meeting.

V. Good of the Order

- a. Leonard Forsman recapped his experience of the protests at Standing Rock. He noted that early on, representatives from this area went there to join the protests. First, the veterans. Next, they were joined by the Northwest Council. When he was able to go there recently, he was impressed by the number of people, 5,000-6,000 people camped out from all over the nation. The recent statement from the Obama administration mentioning the Treaty made a big impression on the local tribes in that area. "I'm finding it [Standing Rock] to be a really interesting discussion on climate change. It's inspiring," he concluded.
- b. Meeting adjourned at 12:10 pm.