

**MINUTES**  
**MONTANA HISTORICAL SOCIETY**  
**BOARD OF TRUSTEES MEETING**  
**July 18, 2013**  
**9 a.m., MHS Auditorium**  
**Helena, Montana**

**Montana Historical Society Board of Trustees members present:** Steve Lozar, Crystal Wong Shors, Bob Brown, Shirley Groff, John Lepley, Jim Murry, Sharon Lincoln, Jim Court, Kent Kleinkopf, Ed Smith, and Tom Nygard

**MHS Board of Trustee members excused were:** Jim Utterback and Janene Caywood

**Staff present:** MHS Director Bruce Whittenberg; MHS Administrative Assistant, Renee Podell; MHS Development Officer, Susan Near; MHS Public Relations Manager, Tom Cook; MHS Museum Senior Curator of Collections, Jennifer Bottomly-O'looney; MHS State Historic Preservation Program Manager, Mark Baumler; MHS Publications Manager, Molly Holz; MHS Centralized Services Program Administrator, Denise King; MHS Volunteer Coordinator, Katie White; MHS Research Center Manager, Molly Kruckenberg; MHS Photo Archivist, Matthew Peek; MHS Collections Manager, Amanda Streeter Trum; MHS Assistant Collections Registrar, Rowena Harrington; MHS Curator of Collections, Sarah Nucci; and State Historic Preservation Officer, Mark Baumler

**CALL TO ORDER**

President Steve Lozar called the meeting to order at 9:00 a.m.

**REVIEW OF MINUTES**

**Tom Nygard moved approval of the April 18, 2013 meeting minutes. The motion was seconded by Ed Smith and carried unanimously.**

**PRESIDENT'S REPORT - Steve Lozar**

President Lozar noted that it was time to nominate and elect a new president to lead the MHS Board of Trustees. He commented that it was George Horse Capture's spirit and encouragement that helped him over the last two years. He also remembered Mike Cooney and thanked him for his help when he was interim Director at the Historical Society. He stated that the MHS staff is the foundation of the Society and noted that Trustee Jim Murry has been his role model. He further thanked Crystal Wong Shors for her help standing in for him in many instances over the last two years. President Lozar also thanked Bruce Whittenberg for his leadership. As a tribute to his tribal heritage President Lozar sang an honor song.

### **Nomination of Officers – Motion for New Board Officers - Governance Committee**

President Lozar called for the nominating committee to give their report. Jim Murry, Sharon Lincoln and Tom Nygard met to nominate the MHS Board of Trustees for a term of two years.

### **President of the Board of Trustees**

President Lozar called for a vote of all in favor of the nomination of Crystal Wong Shors for President. Jim Murry moved to elect Crystal Wong Shors as President of the MHS Board of Trustees by unanimous ballot. Kent Kleinkopf seconded the motion. Motion carried unanimously.

### **Vice President of the Board of Trustees**

President Lozar called for a vote of all in favor of the nomination of Bob Brown for Vice President. Jim Murry moved to elect Bob Brown as Vice President of the MHS Board of Trustees by unanimous ballot. Crystal Wong Shors seconded the motion. Motion carried unanimously.

### **Secretary of the Board of Trustees**

President Lozar called for a vote of all in favor of the nomination of Tom Nygard for Secretary. Jim Murry moved to elect Tom Nygard as Secretary of the MHS Board of Trustees by unanimous ballot. Bob Brown seconded the motion. Motion carried unanimously.

### **Executive Committee**

Jim Murry moved in favor of Jim Court serving on the Executive Committee. Jack Lepley seconded the motion and it carried unanimously.

Jim Murry moved in favor of Kent Kleinkopf serving on the Executive Committee. Jack Lepley seconded the motion and it carried unanimously.

Jim Murry noted that the BOT By-Laws state that the Past President, Steve Lozar, shall serve on the Executive Committee in an advisory position.

### **Passing of the Gavel – Crystal Wong Shors**

### **DIRECTOR'S REPORT-Bruce Whittenberg**

Bruce thanked Steve Lozar and presented him with a gift from the Board and the staff.

Bruce shared some of the highlights of the last quarter. He stated there was a lot of effort put into advancing and improving the education of the work that goes on at the Historical Society. The fact, in spite of the failure of the building project, the MHS had the best Legislative session in a decade. Focus remains on the critical issues of the MHS which are marketing development,

technology, security, and preservation of the artifacts, archives, Legislative strategies and operational planning.

Bruce highlighted the ribbon cutting two-day event held at the MHS for the Ed Craney Studio.

O & I has been putting on The Richest Hills event this week for teachers throughout the United States and it has been a great success. It's a program about the mining history of Montana.

Bruce announced that the magazine will be inducted into the Montana Hall of Fame.

The history conference is coming up in Sidney, Montana this September.

### **PUBLIC RELATIONS – Tom Cook**

Tom spoke on how appreciative he is of the MHS staff. When he gets a call that the T.V. station or newspaper wants to report on a subject, the staff always pulls together backdrops and information so he can do his work in reporting events.

### **PROGRAM MANAGERS REPORTS**

#### **MUSEUM PROGRAM – Motion(s) - Jennifer Bottomly-O'looney**

Jennifer highlighted the conservation projects that the Museum Program staff has been working on. One of the projects is the assessment of a sculpture on the Capital Complex. All of the conservation work is very specialized. Jennifer announced that work is in progress with a new exhibit going into the children's area of the museum. She noted that the subject is shoes and the children can try on different styles of shoes.

#### **Valley County Museum Loan Request**

Jennifer presented a loan request checklist from the Valley County Museum requesting the loan of seven paintings (handout made a permanent part of the record). **Ed Smith moved approval of the Valley County Museum's request for seven William Standing paintings. Shirley Groff seconded the motion and it carried unanimously.**

President Shors asked Jennifer if MHS has communication with the smaller museums in regard to the timeframe for loan requests. Jennifer noted that it doesn't happen real often that there is a rush for a loan request. Museums are aware of the policies of MHS.

Jim Murry stressed the importance of working with the smaller museums. Bruce Whittenberg suggested that Deb could put on a program at the next MAM conference to inform the smaller museums which of the MHS collections are available for loaning and the steps of the loan process.

#### **Holter Museum of Art Loan Request**

Jennifer explained that the Holter Museum has requested to borrow two sculptures by Jay Laber, *Kit Fox and Warning Road Hazard Ahead* (handout made a permanent part of the record).

Jennifer stated that the Museum committee approved of the loan noting however that the larger piece is not to be placed outside. **Jim Murry moved approval of the Holter Museum of Art loan request for two sculptures, *Kit Fox and Warning Road Hazard Ahead*, by Jay Laber. Ed Smith seconded the motion and it carried unanimously.**

#### **Autry National Center of the American West Art Loan Request**

Jennifer presented a loan request from the Autry National Center of the American West for an exhibit titled: *Empire and Liberty* (handout made a permanent part of the record). The request is for a watercolor by C.M. Russell titled *York*. Discussion was held by the Board concerning the watercolor being gone from the MHS collection during the promotion of the Russell book as well as the 150<sup>th</sup> anniversary of the founding of the MHS. *York* is the first piece of Russell art given to MHS, and more significantly it was given to us by Russell himself. The Board members decided to gather more information about this loan.

Tom Nygard questioned if perhaps the Autry National Center of American West would be interested in the loan for a lesser amount of time in order for the MHS to have the watercolor back for its celebrations. Since the painting has been on loan already for a year it seems that the MHS may want to keep it here. Bruce Whittenberg said that plans for the MHS celebrations haven't been developed in detail so it is probable that the timeline will work out for this loan.

**Steve Lozar moved to defer action on this request until more information is received regarding the timeline of events happening at the MHS. He requested that a poll be taken by email in one month. Tom Nygard seconded the motion and it carried unanimously.**

#### **Show & Tell – Sarah Nucci, Rowena Harrington**

Sarah and Rowena presented a large doll with a wooden face from the 1900's and a 1911 hand beaded photo frame. Sarah reported on the new children's shoe exhibit in the Hands On Gallery and encouraged everyone to stop by and see it. Bruce Whittenberg said it's an amazing exhibit.

#### **MARKETING & DEVELOPMENT – Susan Near**

Susan reported on the building relationships emphasis she has engaged in for fiscal year 2013. She highlighted the LIATIS Foundation and their yearly support of the MHS. This year we mailed out two annual appeals instead of just one. The history conference donations are coming in very well. Donations for the Mulvaney Post Card Collection, the Heritage Center and general patronage support numbers are up and she is pleased to see the upswing. Susan asked the Board members to contact her if they have any suggestions of people she should talk with about future donations.

#### **RESEARCH CENTER- Molly Kruckenberg**

Molly Kruckenberg gave a handout outlining the progress made by Matthew Peek who is working on the Lee Metcalf collection of photos (handout made a permanent part of the record). Matthew is working on a two-year grant which is funded by the Library and Information Services.

Molly reported that there have been seven interns working in the Research Program in the MHS this summer and an intern in Libby and one in Anaconda working at museums. The amount of work accomplished by these interns has been incredible.

She discussed the timeline for the new compact vertical archive shelving project noting that 2/3 of the shelving will be replaced. They are in the proposal stage right now. There is a lot of work that needs to be done but everyone is quite anxious to get this project started. Molly said this will be a great improvement to the storage facility. Perhaps a tour can be arranged at the 2014, April Board meeting. There will be closures during the year in order to get this project accomplished. A schedule of closures will be posted.

Molly reported on the Customer Count Task Force. The committee looked at how customers are counted, who the MHS customers are and questioned if customers are declining or increasing. There have been some interesting trends over the last five years. Every program was reviewed, statistics gathered. Social media was one area not being counted and it should be counted. Some areas were being double counted. The committee made some really good recommendations and discussions will continue on how to take this information forward. Six core standards of reporting were outlined. It was determined that there are different kinds of customers and different kinds of reference statistics. The committee also looked at the customer relation statistics like t.v. and radio spots. The committee's goal is to confidentially say we service this many customers. Molly stated that good changes will come in the way information is gathered on MHS customers.

#### **STATE HISTORIC PRESERVATION OFFICE – Motion - Mark Baumler**

Mark presented the 2013 State Historic Preservation poster. He noted that the posters were sent to each of the Board members.

Mark asked the Board's approval of a fee increase. Handouts were distributed (copies made a permanent part of the record) for a proposal to increase the SHPO file search request and electronic data copy fees. He also presented a handout of a title search (handout made a permanent part of the record) which are provided to the customer electronically. In 2010, the Board approved SHPO filing fees to do title searches and also increased copy fees. It has been three years and it is time to increase these fees. Mark explained that the information presented now is better than it used to be but also SHPO is a victim of its own success. The more GIS information scanned, the more the State charges SHPO. At the same time, SHPO is experiencing budget problems due to the Federal level budget cuts because 90% of SHPO budget is federal money. SHPO has had a 40% cut due to the sequestration. Fees have to be passed down to local government. SHPO has adjusted increasing costs of the data base and decreased expenses. This is a fair fee increase and costs are still in line with what other states charge. The fee will be effective as of August 1, 2013.

**Ed Smith moved to approve the proposal to increase the SHPO file search request and electronic data copy fees. Shirley Groff seconded the motion and it carried unanimously.**

#### **OUTREACH AND INTERPRETATION – Katie White**

Katie presented the volunteer program statistics highlighting recent volunteer accomplishments. Currently, there are 130 volunteers in all six programs. In 2012, the volunteers accumulatively donated 6,950 hours to the Society which equals a gift of \$130,000.00. A good statistic to keep in mind is that volunteers live longer. Katie mentioned a volunteer who has worked on a project for the last 4 ½ years and another volunteer that has worked every Monday for the last 7 years.

President Shors acknowledged the work that Katie does with the volunteers thanking her for making the program fun and interesting for the volunteers. Bruce Whittenberg also thanked Katie for a job well done.

#### **PUBLICATIONS – Molly Holz**

Molly reported that the induction ceremony for the magazine into the Montana Cowboy Hall of Fame will be in Great Falls, February, 2014.

The fall magazine will be going to the printer in two weeks.

Molly listed the books that are now available on e-books.

The Russell book is on schedule and will go into production in October or November.

#### **CENTRAL SERVICES – Denise King**

Denise shared some of the new items that are for sale in the museum store. She reported that the tent sale went very well this year showing an improvement in sales from last year.

Fiscal Year 2013 will be closing. The financial reports will be ready for the next meeting. Denise reported that in this fiscal year the MHS has added to its collections in the Research and Museum Programs. The purchase of a stacker at the Scriber Center was made in this fiscal year due to the old equipment not being repairable. Another payment has been made to Mr. Mulvaney for the Montana Post Card Collection and it appears that the Society will reach its goal by the end of December in paying for the collection.

Denise reported that \$55,000 has been raised for the Heritage Center as of this date. In 2007, the Board authorized the use of the Bair Trust to pay off the Senate Art obligation. This year, the Bair Trust was replenished. Steve Lozar asked President Shors to notify former Board member Lee Rostad that this repayment has been made to the Bair Trust.

**NEW BUSINESS – Motion - Denise King**

Denise explained that the Governor has proposed salary increases for State employees. Bruce Whittenberg shall receive a 3% salary increase this fiscal year and a 5% salary increase next fiscal year. According to the MCA statute 22-3-4-107-3 the MHS Board's authority is to fix the Director's salary. If the Board would like Director Whittenberg to receive a salary increase the Board members must make a motion and vote on authorizing an increase for 3%. Denise will come back to the Board next fall with a request for a 5% salary increase.

**Jim Murry moved to increase Director Whittenberg's salary by 3%. Ed Smith seconded the motion and it carried unanimously.**

Sharon Lincoln explained that there was funds left over from the 2013 MHS Board of Trustees employee picnic and she proposed that the left over funds be given to the MHS as a donation.

**Shirley Groff moved to donate the left over funds from the 2013 picnic to MHS. Jim Murry seconded the motion and it carried unanimously.**

President Shors asked Bruce Whittenberg to contact the Montana History Foundation in regards to the Board of Trustees scheduling a visit to the Scriver Center.

**PUBLIC COMMENT**

None

**NEXT BOARD MEETING – October 17, 2013, 9:00 a.m. - Executive Committee – 8:00 a.m.**

**ADJOURNMENT**

12:55 p.m.