



Notice & Agenda of Public Meeting Board of Museums and History

September 6, 2019, 9:00am PDT

Meeting Location

**Nevada State Museum
600 N. Carson Street
Carson City, NV 89701**

To Join the Meeting via Teleconference

**1-888-363-4735
Access code: 7603239**

Site is open and accessible to the public **

- **Agenda items may be taken out of order** at the discretion of the Chair in order to accommodate persons appearing before the Committee and/or to aid in the time efficiency of the meeting.
- **Items may be removed from the agenda at any time.** Also, **items may be combined for consideration** by the Committee.
- **Public comment is welcomed by the Committee but may be limited to three minutes per person at the discretion of the Chair.**
- **Public comment is for discussion only**, and action may not be taken on any matter brought up under this agenda item until scheduled on an agenda for action at a later meeting, per NRS 241.020.

- **Action items are noted by the phrase “for possible action”** and typically include review, approval, denial and/or postponement of specific items. Certain items may be referred to a subcommittee for additional review and action.
- **Meetings are audio-recorded** and transcribed as part of the public record. Speakers **must** identify themselves before speaking.

1. CALL TO ORDER AND CONFIRMATION THAT THE MEETING WAS PROPERLY POSTED

2. ROLL CALL AND DETERMINATION OF QUORUM

3. BOARD ANNOUNCEMENTS & MEETING LOGISTICS (Information only)

- a) Members Cowie & Ostrovsky reappointed to three-year terms which expire June 30, 2022

4. PUBLIC COMMENT

Public comment is welcomed by the Board. A period of public comment will be allowed after discussion of each action item on the agenda, but before voting on the item. Because of time considerations, the period for public comment by each speaker may be limited to 3 minutes at the discretion of the Chair, and speakers are urged to avoid repetition of comments made by previous speakers.

5. ACCEPTANCE OF MINUTES (For Possible Action)

- a) June 17, 2019
- b) June 18, 2019

6. CALENDAR FOR NEXT MEETING (For Possible Action)

- a) December 5-6, 2019, Nevada State Museum, Las Vegas
- b) March 2020, determination of date and venue

7. NOMINATIONS TO THE NATIONAL AND STATE REGISTERS OF HISTORIC PLACES (For Possible Action)

- a) State Register of Historic Places
None
- b) National Register of Historic Places
None

8. STAFF REPORTS (Information and discussion only unless otherwise noted)

- a) Department of Tourism and Cultural Affairs – Brenda Nebesky, Interim Director
- b) State Historic Preservation Office -- Rebecca Palmer, SHPO
 1. 2020-2028 *Draft* Nevada Preservation plan (sent to members via email, copies available for public at meeting)
 2. NR/SR status report since 2000
- c) Division of Museums and History – Peter Barton, Administrator
 1. 2020-2022 Approved Capital Improvement Program
 2. *Draft* Regulations, NAC 381 as required under NRS 381.196(3)
 3. Discussion of an emerging collaboration with the National Federation for the Blind to address the needs of blind and sight impaired visitors to State museums
 4. Proposed feasibility study for Nevada State Center for Tolerance: Holocaust and Genocide Museum or Educational Resource Center
 5. Personnel report
 6. Discussion and possible Board action to approve a three-year contract for transcription services with Teleperformance, Burbank, CA. Not to exceed \$7,000 over the life of the contract. **(For Possible Action)**
 7. Review and possible Board action to extend “free” admission to members of the Nevada Museum Association (NMA) pursuant to authority under NRS 381.0045. If approved, this would go into effect on October 1, 2019 and be reflected in revisions to the Board policy governing admission and train ride fees. **(For Possible Action)**
- d) Public Information Officer – Guy Clifton, PIO

9. AGENCY REPORTS (For Possible Action as noted)

- a) Museum Reports; 4th Quarter, SFY 2019
 1. Nevada Historical Society, Reno

- a) Discussion and possible Board action to approve a contract for services of an independent contractor with Sheridan Press, Hanover, PA, in the amount of \$8,445.82 for publication of two issues of the Nevada Historical Society *Quarterly*. **(For Possible Action)**
- b) Discussion and possible action to approve a contract for professional services with Howard Walter Herz, Reno, NV, in an amount not to exceed \$15,000 over the term of the contract to expire on June 30, 2021. Services to be provided include cataloging the American Gaming Archive collection at the Nevada Historical Society. **(For Possible Action)**
- 2. Nevada State Museum, Carson City
 - a) Discussion and possible Board action to revise current fiscal year admission fees to increase adult admission when the participant requests a “Behind the Scenes” tour. Fee increase proposed is \$2.00 per adult for the premium services provided. Additional revenue generated would post to General fund. Pursuant to authority under NRS 381.0045. **(For Possible Action)**
 - b) Request to modify revenue distribution into Category 56, Restricted Collection Storage Maintenance collected under RGL # 3871 – Anthropology Fees. Presently, 50% of all funds received in this revenue source are restricted for future needs in Category 56 for collection storage maintenance and, new for this fiscal year, fees received by BLM for curation assistance are now recognized under this revenue source. This request increases the restricted amount to 75% of that revenue received to be placed for expenditure in Category 56 and also requests amendment of the intent of the expenditure category. Currently the category has restricted use for necessary collection resource management supplies, equipment and infrastructure as needed. The amendment requests to also add curation of cultural resource management as was the case in previous fiscal years under the BLM curation agreement. This would allow for the hiring of temporary labor to assist with collection processing and management with the added benefit of support for all collection management, not just that received through BLM collections. **(For Possible Action)**
- 3. Nevada State Railroad Museum, Carson City
 - a) Discussion and possible Board action to revise current fiscal year train ride fees for special events pursuant to authority under NRS 381.0045. Changes to include adult membership rate and revised rates for children to mirror existing age groupings. **(For Possible Action)**
- 4. Nevada State Railroad Museum, Boulder City
- 5. East Ely Railroad Depot Museum
 - a) Review of letter to attorney of record for the Nevada Northern Railway Foundation concerning Foundation payment for occupancy of space within the historic East Ely Depot building. **(sent to members via email, copies available for public at meeting)**
- 6. Lost City Museum, Overton
- 7. Nevada State Museum, Las Vegas
 - a) Letter from Senior Deputy Attorney General Sarah Bradley to Attorney Charles Damus, dated August 12, 2019, concerning status of occupancy of the real property located at 711 South Seventh Street, Las Vegas.

10. COMMITTEE REPORTS (Information and discussion only unless otherwise noted)

- a) Collections, Robert Stoldal, Chair
- b) Strategic Planning, Robert Stoldal, Chair

- c) Facility Use, Dan Markoff
- d) Finance, Robert Ostrovsky, Chair
 - 1. Presentation of Morgan Stanley quarterly investment report and account balances for April-June 2019.
- e) Membership, Bryan Allison, Chair
 - 1. Review and possible Board action to adopt policy changes to museum membership program under Board purview pursuant to NRS 381.0045. **(For Possible Action)**
- f) Museum Store, Bryan Allison, Chair
- g) Major Donor, Robert Ostrovsky, Chair
- h) Marketing & Technology, Seth Schorr, Chair
 - 1. Review report on results of *USA Today* marketing initiative through Travel Nevada on behalf of museum, April-June 2019.
- i) East Ely Railroad Depot Museum, Doris Dwyer, Chair
- j) Nevada Historical Society, *Quarterly*, Alicia Barber, Chair
- k) Nevada State Prison, Alicia Barber, Chair
- l) Nevada Historical Society Relocation, Alicia Barber, Chair
 - 1. Review updated document and budgets related to relocation of the Nevada Historical Society to the former Warren Nelson building, 401 W 2nd Street, Reno. Approved by NSHE in November 2018, BOE in December 2018 and IFC in August 2019. Project advancing to escrow.

11. PRIVATE FUNDS BUDGET ADJUSTMENTS, INCLUDING CATEGORY 48 REQUESTS (CURRENT YEAR)

- a) Category 48 Requests **(All For Possible Action)**
 - 1. Nevada State Museum, Carson City, request for Category 48 funding authority in the amount of \$6,800 for procurement of software services from Offero for volunteer and tour management.
 - 2. Nevada State Railroad Museum, Carson City, request for Category 48 funding authority in the amount of \$2,663.75 for the museum director to attend the Association for Living History, Farm and Agricultural Museums conference in June 2020.
 - 3. Nevada State Railroad Museum, Carson City, request for Category 48 funding authority in the amount of \$8,187 for the purchase of a trailer to haul macro artifacts to events. The *Friends* have provided matching funds of \$7,000 toward the purchase.
- b) Changes approved by the Division Administrator
 - 1. None.
- c) Changes requested from the Board over \$5,000. **(All For Possible Action)**
 - 1. Request to increase authority in BA 5033, Receipts from Outside Bank Account, RGL 4454 by \$5,000 to a new adjusted budget amount of \$26,649. This is offset by the establishment of a new category, category 37, to fund professional development. This action follows direction from the Board at the June 2019 meeting.
 - 2. Request to increase authority in BA 5036, under RGL # 3871 by \$60,000 to a new adjusted budget amount of \$120,000. This represents added Anthropology Fee revenue and is offset in category 48, Board Approved Special Projects, by \$15,000 and category 56, Restricted Collection Storage Maintenance/Management by \$45,000. (This represents the 75%/25% split if approved in item 9(a)2(b).

3. Request to increase authority in BA 5038, RGL 4454, Outside Bank Account by \$59,086 to an adjusted amount of \$59,086. This to fund a compact storage project offset in category 38, "Shelving Unit Project" by \$59,086 based on vendor design and cost quote.

12. CONSENT AGENDA (All For Possible Action under a single motion)

Restricted Funds/Donations Received:

- a) Discussion and action to accept restricted funds in the amount of \$1,000.00 from Coralee Johnson to be used to support the Nevada State Museum's Education Fund. Funds to be deposited in the State Treasurer's Office and expended out of B/A 5036, Category 55, RGL 3611. Requires Board approval pursuant to NRS 381.0075.
- b) Discussion and action to accept restricted funds in the amount of \$7,000 from the John and Grace Nauman Foundation for the Nevada State Museum's Nauman Fund. Funds to be deposited in the State Treasurer's Office and expended out of B/A 5036, Category 55. Requires Board approval pursuant to NRS 381.0075.
- c) Discussion and action to accept restricted funds in the amount of \$600 from the Carson City Cultural Commission for the Nevada State Museum's Special Events Fund, Lei Day event. Funds to be deposited in the State Treasurer's Office and expended out of B/A 5036, Category 55, RGL 3629. Requires Board approval pursuant to NRS 381.0075.
- d) Discussion and action to accept restricted funds in the amount of \$5,000 from Patch Energy, LLC for mineral rights as part of the Splatt Memorial bequest for the Nevada State Museum's Splatt Research Fund. Funds to be deposited in the State Treasurer's Office and expended out of B/A 5036, Category 55, RGL 3608. Requires Board approval pursuant to NRS 381.0075.
- e) Discussion and action to accept restricted funds in the amount of \$5,000 from Rane Barsanti and Jessica Ledbetter for the Nevada Historical Society's Collections Fund. Funds to be deposited in the State Treasurer's Office and expended out of B/A 5035, RGL 3022. Requires Board approval pursuant to NRS 381.0075.
- f) Discussion and action to accept restricted funds in the amount of \$500 from Rane Barsanti and Jessica Ledbetter for the Nevada Historical Society's Conservation Fund. Funds to be deposited in the State Treasurer's Office and expended out of B/A 5035, RGL 3523. Requires Board approval pursuant to NRS 381.0075.
- g) Discussion and action to accept restricted funds in the amount of \$5,000 from Patch Energy, LLC for mineral rights as part of the Splatt Memorial for the Nevada Historical Society's Collections Fund. Funds to be deposited in the State Treasurer's Office and expended out of B/A 5035, RGL 3522. Requires Board approval pursuant to NRS 381.0075.
- h) Discussion and action to accept restricted funds in the amount of \$7,000 from the Friends of the Nevada State Railroad Museum, Carson City as a match to purchase a trailer to haul macro artifacts. Funds to be deposited in the State Treasurer's Office and expended out of B/A 5037a, Category 55. Requires Board approval pursuant to NRS 381.0075.

13. BOARD MEMBER COMMENT ON NON-AGENDIZED ITEMS (Discussion only)

14. FUTURE MUSEUM BOARD AGENDA ITEMS

Recommendations by Board members regarding topics for future agenda items for the Board can be made under this agenda item. Discussion on proposals for future Board items shall be limited to whether such proposed items are within the purview of the Board. No discussion regarding the substance of any proposed agenda item shall occur.

15. PUBLIC COMMENT AND DISCUSSION

Public comment is welcomed by the Board. Because of time considerations, the period for public comment by each speaker may be limited to 3 minutes at the discretion of the Chair, and speakers are urged to avoid repetition of comments made by previous speakers.

16. ADJOURNMENT

NOTICE POSTING LOCATIONS

<https://notice.nv.gov>

<http://museums.nevadaculture.org>

NEVADA DIVISION OF MUSEUMS & HISTORY, 412 E. Musser St., Suite 2. Carson Street, Carson City
NEVADA DEPARTMENT OF TOURISM AND CULTURAL AFFAIRS, 401 N. Carson St., Carson City, Nevada
STATE HISTORIC PRESERVATION OFFICE, 901 South Stewart St., Carson City, Nevada
EAST ELY RAILROAD DEPOT MUSEUM, 1100 Avenue A, Ely, Nevada
NEVADA HISTORICAL SOCIETY, 1650 North Virginia St., Reno, Nevada
NEVADA STATE MUSEUM LAS VEGAS, 309 S. Valley View Blvd., Las Vegas, Nevada
LOST CITY MUSEUM, 721 South Highway 169, Overton, Nevada
NEVADA STATE MUSEUM, 600 North Carson St., Carson City, Nevada
NEVADA STATE RAILROAD MUSEUM, 2180 S. Carson St., Carson City, Nevada
NEVADA STATE RAILROAD MUSEUM, 600 Yucca St., Boulder City, Nevada

The public may acquire this notice and agenda and supporting materials, pursuant to NRS 241.020(2) by contacting Deborah Rabe, Administrative Assistant III, Division of Museums and History, (775) 687-7340 or via email to drabe@nevadaculture.org. Supporting documents are available from the Nevada Division of Museums and History at 412 E. Musser Street, Suite # 2 Street, Carson City, Nevada 89701.

** We are pleased to make reasonable accommodations for members of the public who are disabled and wish to attend the meeting. If special arrangements are necessary, please contact the Nevada Division of Museums and History by calling (775) 687- 7340 at least two days in advance of the meeting.

Our Vision

Recognized as the most trusted stewards and engaging storytellers of Nevada's heritage.