

Grand canyon historical society

Sept 28, 2019

Meeting called to order 12:31

Board members present were: Dick Brown, Jill Hough, Margaret Hangan, Doug Rickard, Donelle Huffer, Arnie Richards, Dave Mortenson, Brian Blue, Slim Woodruff, and society member Tom Martin. Slim Woodruff acting secretary.

Corrections to minutes:

Society has allocated sum of up to but no more than \$300 for airplane crash group but they have not requested same.

If they need the money they can come back and ask us. They are working on websites but did not get back to us regarding the money.

Motion on improving bylaws, but most cannot find the bylaws on Google docs so cannot access motion to review it.

Ask Jack to look into and inventory who can use and how to fix problem

It was moved that future documents be attached to email and filed in Google docs as well.

Motion to approve: Slim Woodruff

Second: Doug Rickard

Passed nine ayes.

Treasurer report

We are in a Deficit position: membership comes in Dec. This is on track with previous years.

We awarded two grants rather than one

Society has \$32210.35 in cash, and \$3814.19 savings.

This is In compliance with reserve policy

This includes \$370 restricted funds reserved for the Albertson award

\$1600 has been reserved for the mid air collision group. Will need permission from board to allocate these funds to the group.

The last symposium had \$17000 in income and \$6000 expenses

Shoshone point reservation for July 13 2019 confirmed and paid

Discussed audit methods. These should executed be a minimum of once a year by Doug Rickard and Brian Blue

Will have the audit results by January meeting for review.

Discussion of the record retention policy:

Should the Society do as the IRS requires, which is financials for 10 years OR keep everything OR curate process

Some items might be valuable in future, for example if we had a check from Powell

The Archival committee is headed by Kristen: perhaps they could curate items.

Retaining records Electronically is OK. Nothing we have predates 1980's so probably historical value is questionable

Moved to have the archival committee curate items. Moved by Arnie Richards, seconded by Doug Rickard

Passed with 9 ayes

Discussion of board election process: Jack Pennington is the, chair: Margaret Hangan, Amy Horn, Jill Hough, and Slim Woodruff are on the committee.

Board members serve for Three years.

By the Oct 15th applicants must have 250-word application turned in. By October 30, the secretary sends the nominee bios to the Chair of the nominating committee. By November 10,

the committee reviews the candidates. November 15 the ballot is drawn up, and members vote by November 30.

The society should make a list of talents and time that current board members have, and review talents and time that proposed members would contribute.

One suggested talent would be becoming aggressive in creating content for the bulletin, programs, scholarships, or oral history.

Everyone who submits an application will be on the ballot

By December we will know who has been elected

The society should Formalize a matrix: what talents we have and what we feel we need and produce a formal document to guide the committee

Ask about Desires: things they like to do and do not like to do

Does the society have a Vision of where board going?

There is a Strategic plan on website and this should be used

List of talents can be used in future even if members are not on board

Scholarship program:

Committee will be starting the process

It was suggested that this is more of a grant than a scholarship: Scholarship implies academics, tuition, etc.

A grant is rather a funding of projects so should the name be changed?

Also start the process earlier such as mid November.

It was suggested we use social media to reach prospective applicants for broader reach, and a grant is more understandable as to purpose.

Most applicants are not academics so calling it a scholarship is confusing

The committee reaches out to Archeology, Arizona history, geology FB pages and universities

This year there were three applicants, so if the name is changed to a grant and the process started earlier perhaps more would apply.

A motion was made by Margaret Hangan to change the name to a grand program

Second by Arnie Richards.

Passed all in favor.

Outings report:

There have been outings to the Lookout Trees in the Kaibab National Forest, Green Lake on the North Rim, Hull Cabin in the Kaibab, and in October there will be a tour of the North Rim Lodge. The November outing was cancelled because it was erroneously scheduled for a Class III site.

There was a discussion of the classification system. It was clarified that a Class III is not stabilized and so cannot support large group visitation.

There was some discussion of changing the name from outings to something else, perhaps field trips.

Archival collections:

Deed of gift and release forms were provided by Peter Runge at Cline and Kristen.

The forms do not have NAU approval yet, nor have they been approved by NPS.

Brian Blue moved to accept these documents subject to approval by NAU and NPS.

All items remain Public domain: they can be housed anywhere but we require that one copy be in the Cline.

It is not required that they be stored in Grand Canyon, but we do provide them to the GC collection.

It was discussed that there should be a copy out of the park as well, and they are also on the Webpage. Thus every item is stored in three places, the Cline, the GC Museum collection, and the website.

Deed of gift is a boilerplate, which covers items as well as oral histories.

Ultimately the Board decides where the physical items will go.

It was discussed if the forms should be accepted regardless of NAU or NPS approval?

Making this conditional is a courtesy to include our partners, and we do not want a third deed of gift if ours would differ from that of NAU or NPS.

It was stressed that these items are ours and NAU only houses them.

Arnie Richards seconded

Passed all in favor.

Discussion on the amendments to the Cline Library contract was tabled until a full presentation can be made.

The agreement with Cline needs to be updated because of the digitizing process.

Oral Histories:

Video recording of the oral histories would have enhancements and new dimensions

For this we would need a camera, mike, tripod, lighting, perhaps more.

A Digital Camcorder and associated equipment would cost about \$1500

Brian Blue moved to instruct Kristen to purchase these items for an amount not to exceed \$1500: Doug Rickard seconded.

We may also need Lapel mikes, special tripods, and lights and there will be a learning curve to use these items.

The Goal to use these at the symposium

Is there a plan to update the archive?

Peter Runge tells us that the Cline will keep the technology viable, but not for free

It was suggested that raw data files and Mp4 are usable even as the technology changes.

In NPS collection they keep files up to date at no cost

If outside groups put money into the Forest Service or NPS, they can prioritize their items as a partnership, however someone has to be steward of the process to drive it within the NPS, and if the steward is replaced due to turnover, the process could be interrupted.

NAU does not have to have a steward.

Motion was passed all in favor

Digitization of collection

There is a need to make the collection accessible. There is currently a modest finding aid for the materials at Cline. The society has 16 linear feet of storage, 3045 photos with only 504 digitized. There has been no active solicitation of materials since 1997.

PDFs such as the OI' Pioneer are not searchable online.

Volunteers are not encouraged: their hours are not consistent and they are not trained.

Currently trained students do the work for \$12 an hour. To digitize the photos would cost \$9500 and 625 hours. The textual materials would cost \$9400. Total cost will be about \$20,000.

Brian Blue recommended allocating \$5000 to begin the process of digitization. Arnie Richards agreed. It was agreed that a committee should be organized to develop a prioritization schedule and to oversee the process.

If we wait for 20 years, NAU will do this for free, but if we want it sooner, we should allocate the funds.

Could this be a grant item? Can we allocate donations to the digitization process if the donors are told what it is for?

Accessibility standards as per the Americans with Disabilities Act must be addressed. NAU probably has the proper software for this.

If we actively solicit new materials, someone must archive it and collect it, so would be best to digitize what we have first.

All things that have come to us have found a home with us, with NAU or with NPS. It was tacitly agreed not to seek out new materials.

Highly skilled volunteers might be used: Tom Martin being a case in point.

A motion was made by Brian Blue and seconded by Dick Brown to allocate \$5000 for the project. Do we want to hear the plan for digitization and the break down of funds first? Motion was withdrawn.

A new motion was made by Donelle Hupper and seconded by Dick Brown to allocate the funds with the provision that the committee comes up with a plan, and the money will be allocated upon approval of the plan. Motion passed all in favor.

Proposed amendments by NAU to our contract with the Cline Library were presented for review by the Board, but not discussed. Concerns should be expressed directly to Kristen.

The issue of Facebook access was raised. Tom Martin and Wayne Ranney both had posts removed from FB without explanation. In January we should identify all people to be approved in committees and subcommittees, including those allowed to post to FB.

Discussion of the First Visit to Grand Canyon project. We wish to garner 150 word essays from members about their first memory of the GC.

Symposium

Publication of the presentations is done as a service to us by GCA. Copies are given to presenters. Presenters will be comped the registration fee.

Presentations will be given in the Shrine, and there will be outdoor tours.

We should have a paradigm of symposiums every three years with a goal of having trained persons to keep the process going smoothly.

There will be three keynote speakers: A Roosevelt impersonator introduced by John Hance, Kevin Fedarko, and the presentation of the Albertson award,

Presenters will be comped one free night at the Albright; if they wish further nights they will pay themselves. Albright has set aside 40-60 rooms at \$60 per night. If there are extra funds and extra rooms, we may also comp the tour presenters.

Yavapai has set aside 60 East rooms with 2 queen beds and 15 East rooms with one king bed at a rate of \$109. Slim will find out from Amy what the online code will be, when the rooms will be available for reservations and the cut off date after which they are not available.

The Shrine holds 280 people, but only 130 to 150 if they want to see the screen.

We are planning for 250 max, including people who are comped. We expect 220-230 paying attendees.

Amy Horn will handle online registration for the symposium.

Jack Pennington suggested that Native American speakers be included in the afternoon tours to speak on what the 100-year anniversary means to the tribes. There were no objections. It was pointed out that the tour schedule included Wednesday afternoon tours, whereas the symposium does not begin until the reception Wednesday night, so some tours will have to be cancelled and the schedule re-done.

The schedule must be finalized by December first.

Last time participants could only sign up for one tour. This year they may be allowed to sign for two per afternoon, as there will also be author talks at the same time.

The Superintendent will be the introductory speaker if she is available at the time. Summaries of the tours and talks should be published in the Ol' Pioneer by January first.

The working budget of the symposium:

220 paid attendees would mean \$16,500 in fees with 41 complimentary presenters.

Sale of GCHS items will garner \$250.

Costs for the symposium include printing of the lanyards are \$250 and printing of the programs is \$750. Room comps will be \$2520.

A reception at the Santa Fe room was estimated at \$4055. \$5000 was allocated for this, so we are in the ballpark.

We will be getting income before we have to pay for the rooms and reception, so we can cancel items if there is no interest.

Perhaps we should brand what the registration fee pays for, such as digitization of the collection, grants, etc. The last symposium made a profit of \$6000 and if we have an obligation to digitize the collection, we will need to make a profit of \$4000 to \$5000 this year.

It was discussed if we should charge \$5 per tour. Consensus was no.

Any commemorative items must be sold at time of registration so as not to compete with GCA.

Perhaps we could add a line item on the registration for \$5 to support the digitization process

Margaret Hangan volunteered to put an item in the next bulletin about digitization.

It was discussed if the fee should be raised to \$80. We already raised it from \$50 to \$75, and participants pay dues at the same time, and pay to get into the Park, so consensus was no.

Discussion of how to get the speaker to stop on time. It was agreed that placards with a time count down were effective.

The Roosevelt impersonator is Gilbert Young. His standard contract is for \$450. We will reimburse economy airfare and actual expenses. For an extra \$200 he will present at the school. Slim Woodruff will talk to the principal about this. Up to \$1740 is allocated for this presentation upon receipt of receipts from Young. It was suggested that the contract be revised to reflect this.

Dick Brown made a motion that this information be included in a cover letter rather than in the contact to expedite getting it out so Young may look for cheap fares. Margaret Hangan seconded. Passed all in favor. Contract as presented was also passed all in favor.

Tom Martin suggested that Oral History transcribers be given a complimentary membership to the Society. This would be an award for their hard work, and a way to grow membership.

Brian Blue so moved and Margaret Hangan seconded. Approved unanimously.

This is Donelle and Arnie's last meeting, and the Society expressed its thanks for their service.

Meeting adjourned at 3:23.

