

Fort Concho Museum Board Minutes June 21, 2022

I. OPEN SESSION

A. Call to Order - President Roger Banks called the meeting to order at 3:31 p.m. at Fort Concho Officers' Quarters 8, 215 East Avenue D. New Board Member Sarah Clemens was introduced.

B. Determination of a Quorum –Site Manager, Bob Bluthardt confirmed that a quorum was present: Roger Banks, Sarah Clemens, Brandon Allen, Kathy Keane, Dave Schaller, Sherley Spears, Yukio Kuniyuki, Monty Stanley, Dr. Jason Pierce, Curtis Milbourn and Lisa Marley. Absent: Don Barnhart, LTC Joe Garwacki, George Balli, and Colleen Haddad. Bob noted that LTC Joe Garwacki processed out this morning with the change of command ceremony held at the Fort. Lt. Col. John McAllister would be replacing LTC Garwacki following City Council approval.

C. Approval of Excused Absences – Sherley Spears moved to approve the absences of Don Barnhart, LTC Joe Garwacki, George Balli, and Colleen Haddad. Brandon Allen seconded the motion which carried by unanimous vote.

D. Introduction of Guests – No guests were present.

E. Presentations – None.

F. Public Comment - None.

II. CONSENT AGENDA

1. Approval of the May 17, 2022 Minutes – Lisa Marley moved to approve the Minutes of May 17, 2022. Curtis Milbourn seconded the motion, which carried unanimously.

2. Treasurer's Report – Lisa Marley presented the financials for May 2022, noting that income was overall strong, near 2021 levels and slightly above the last 10-year average. She further noted that due to staffing issues and the Memorial Day holiday, a large deposit received at the end of May would be reflected in the June report. Excessive heat reduced both attendance and shop sales. Year-to-Date, we are nearly \$104K ahead of last year, primarily due to the Christmas event; 9% above YTD average of last ten years with Christmas and Rentals being the largest income lines. Expenses overall are 61% of budget at the 67%-year mark and all line items are below the 67%-year mark except for the Christmas event which come in during one 60–90-day period. Overall total income is \$783,760, expenses are \$719,498, leaving us with a \$64,262 positive balance. Bob noted that we have two staff openings, one in maintenance and the other in administration.

Dr. Jason Pierce moved to accept the Treasurer's Report. Dave Schaller seconded the motion, which carried unanimously

3. Site Manager's Report – Bob referred members to his written report in the agenda packet.

Brandon Allen moved to accept the Site Manager's report. Curtis Milbourn seconded the motion, which carried unanimously.

III. REGULAR AGENDA: PUBLIC HEARING AND COMMENTS

4. Fort Board Nominations Report – Bob reminded that our new Board members were Sarah Clemens and Lt. Col. John McAllister. We will have two slots to fill in January due to expired terms.

5. Approval of Collections Acquisitions – Cory displayed one of the two wagon jacks recently received from a local donor and distributed photos of a small, turn of the century/WWI era wagon donated by the Grafa family from the Fort McKavett area. Cory noted that the living history program had been looking for a wagon for the mules to pull and the donor agreed with its intended use. The donation would therefore be considered a consumable donation. Kathy Keane moved to accept the acquisitions. Lisa Marley seconded the motion, which carried unanimously.

6. 2022 Membership Drive Report – Bob informed that we had received 2/3 of our budgeted membership income with approximately \$10-14K still out. He noted that follow up letters would be mailed out over the next several months. Roger encouraged Board Members who had not yet renewed to do so.

7. Update on Future Events – Bob noted the following events:

- June 24th – American Plains Artists 37th Juried Exhibit and Sale running through August 7th. Roger encouraged Board Members to attend the grand opening reception on July 23rd. Bob informed that volunteer sign-up sheet would be distributed for those interested.
- June 25th – Downtown San Angelo Big Family Day in conjunction with the art show, sponsored by the Mexican Consulate in Del Rio
- July 3rd – Downtown San Angelo and San Angelo Live's Concert and Fireworks at the River Stage – Fort Concho gun crew will participate and coordinate other crews from West Texas
- July 4th – Independence Day Celebration at the Fort with the Fort's Gun Crew
- July 23rd – National Cowboy Day at the Fort
- July 28th-30th – Buffalo Soldier Memorial Celebration with NAACP
- Sept 30th-Oct 1st – Cowboy Jubilee in Barracks 6 and the Courtyard

8. Approval to Waive All Fees for Hosting the Buffalo Soldier Memorial Celebration Events with the NAACP Utilizing Officers' Quarters 1, Quartermaster and Fort Stables on July 29-20 –

Sherley covered the event weekend, beginning with a welcome lunch on the 28th for the Arizona Memorial guests and the local core committee members. All Board Members were invited and encouraged to attend the luncheon. The fort's living history program, Buffalo Soldiers, and the Army Battalion at Goodfellow will hold a retreat ceremony on July 28 at 5:30 pm, marking the 156th anniversary of the Act of Congress that created the Buffalo Soldier units. A dinner will be held on Friday, July 29th to introduce the local Memorial Project. An education day will be held on Saturday, July 30th to build awareness of the Buffalo Soldiers' impact. Sherley noted that there would be exhibits items from the Arizona Memorial as well as items from the Fort Collections. Additional details are being finalized for the Saturday event including the possibility of sculptor Eddie Dixon in attendance. Dixon, from Lubbock, sculpted the statue of African American Staff Sgt. Sanders H. Matthews Sr. which was installed at West Point last year.

Brandon Allen moved to waive all fees associated with the Buffalo Soldiers Memorial Celebration on July 28-30 for use of Officers' Quarters 1, Quartermaster and Fort Stables. Lisa Marley seconded the motion, which carried unanimously.

Sherley informed that the soldiers to be depicted on the 10 panels for the local Buffalo Soldiers Memorial had been decided and were all locally focused.

9. Staff Reports – Bob informed that George Perez, a transfer from the City Park's Department, was a new maintenance worker and Hunter Wall had been hired as a new museum guide.

10. Approval of a Request by San Angelo Museum of Fine Arts to Use Quartermaster Building for Operations and Special Events from January -May 2023 – Bob informed of ongoing roof issues which have, due to rainfall, caused damage to some of the Museum's exhibits. Once roof replacement can be arranged, Howard Taylor has requested the use of the Quartermaster Building for operations and special displays for a period not to exceed January-May 2023. Bob reminded of our long-standing relationship with the Museum noting that the Quartermaster Building served at the Museum's first home from 1985-1999 prior to the current location's construction. He further informed that the Museum would pay a fee for utilizing the building as well as pay all utility costs. The building will be staffed by Museum employees and the Fort would have exhibits in the building as well.

Yukio Kuniyuki moved to approve the request by the Museum of Fine Arts and authorize Bob to negotiate a MOU for a term not to exceed Jan-May 2023. Lisa Marley seconded the motion, which carried unanimously.

Bob stated that he would work with Howard Taylor and President Roger Banks on the MOU. He further stated that he would push for a confirmation of the building's use to be received by August 2022 so as to not jeopardize potential rentals.

11. Building Maintenance & Repairs Update – Bob informed that City Council approved a proposal from BASIC IDIQ of San Angelo for \$85,284.66 to replace and repair columns and make other minor repairs on 14 officers' quarters and other buildings at the Fort. Staff was awaiting an agreement from the City's Legal Department. Bob further informed that the existing A/C units were in good working order and that Fort staff continues to address repairs as needed.

12. Fort Concho Foundation Report – No meeting held this month. Bob stated that while financials took a hit recently, the rolling average would reflect only a slight decrease in available funding.

13. Future Agenda Items – Bob noted ongoing construction of Barracks and Mess Halls 3 & 4 and informed that construction completion was slated for October of this year. He further informed that he would be happy to have the project completed by the end of the year noting that staff would not be able to complete the move-in until after the Christmas event.

14. Approval to Cancel the July 19, 2022 Regular Meeting – Kathy Keane moved to cancel the July meeting. Dr. Jason Pierce seconded the motion, which carried unanimously.

15. Announcements – None

Adjournment – Sherley Spears moved to adjourn the meeting. Dave Schaller seconded the motion, which carried unanimously. Roger Banks adjourned the meeting at 4:35 p.m.

Respectfully submitted,

/s/ *Kathy Keane*

Kathy Keane, Board Secretary