

NOTICE OF A PUBLIC MEETING

AN AGENDA OF A REGULAR MEETING OF THE *Fort Concho Museum Board* THE CITY OF SAN ANGELO, TEXAS

January 17, 2023 3:30 pm
Fort Concho Officers' Quarters 8
215 East Avenue D
Masks optional when within the building

FORT CONCHO'S OFFICERS' QUARTERS 8 IS ACCESSIBLE TO PERSONS WITH DISABILITIES. IF ADDITIONAL ASSISTANCE IS NEEDED TO OBSERVE OR COMMENT, PLEASE NOTIFY THE FORT CONCHO BOARD LIAISON, BOB BLUTHARDT, 630 South Oakes, 481-2626 AT LEAST 24 HOURS PRIOR TO THE MEETING.

*As a courtesy to those in attendance, please place your cell phone on "Silent" or "Vibrate"
Thank You!*

I. OPEN SESSION

- A. Call to Order
- B. Determination of a quorum
- C. Approval of excused absences
- D. Introduction of Guests
- E. Presentations
- F. Public Comment

The Board takes public comment on all items in the Regular Agenda. Public input on a Regular Agenda item will be taken at its appropriate discussion. Public input on an item not on the Agenda or Consent Agenda may be identified and requested for consideration by the Board at this time. The Board may request an item to be placed on a future agenda, or for a Consent Agenda item, to be moved to the Regular Agenda for public comment.

- G Thanks to outgoing board members; recognition of new board members and executive board

II. CONSENT AGENDA

- 1. Consideration of approving the November 15, 2022 Minutes
- 2. Treasurer's Report
- 3. Site Manager's Report

IV. REGULAR AGENDA: PUBLIC HEARING AND COMMENTS

- 4. Fort Board Nominations Update
- 5. Collections Report
- 6. Review of 2022 Christmas at Old Fort Concho
- 7. Update on 2023 Events

8. Staff Reports
9. Update on San Angelo Museum of Fine Arts and Use of Quartermaster from January-May, 2023 and Request for Special Storage Space for 2023
10. Building Maintenance & Repairs Updates
11. Fort Concho Foundation Report
12. Update on Barracks/Mess Halls 3-4 Reconstruction
13. Future Agenda Items
14. Consideration of Changing Rental Policy on Barracks 5-6 Courtyard as Stand Along Facility and Attaching to Barracks 6 Rental
15. Discussion of Site Fees For Programs, Rentals & Services and Any Actions for FY 2024
16. Announcements

Given by order of the Fort Concho Museum Board and posted in accordance with Title 5, Texas Government Code, Chapter 551, Friday, January 13, 2023

Robert F. Bluthardt
Site Manager
Fort Concho

Fort Concho Museum Board Minutes September 20, 2022

I. OPEN SESSION

A. Call to Order - President Roger Banks called the meeting to order at 3:34 p.m. at Fort Concho Officers' Quarters 8, 215 East Avenue D.

B. Determination of a Quorum –Site Manager, Bob Bluthardt confirmed that a quorum was present: Roger Banks, Kathy Keane, Sherley Spears, Monty Stanley, Dr. Jason Pierce, Lisa Marley, Don Barnhart, George Balli, Sarah Cole, with Maj. Donald Barger representing LTC McAllister. Absent: Brandon Allen, Dave Schaller, Yukio Kuniyuki, Curtis Milbourn, Lt. Col. John McAllister, and Colleen Haddad.

C. Approval of Excused Absences – Lisa Marley moved to approve the absence of Brandon Allen, Dave Schaller, Yukio Kuniyuki, Curtis Milbourn, Lt. Col. John McAllister, and Colleen Haddad. Sherley Spears seconded the motion which carried by unanimous vote.

D. Introduction of Guests – Bob introduced Tracy Simpson, a potential Board replacement for Brandon Allen whose term ends in 2022.

E. Presentations – None.

F. Public Comment - None.

II. CONSENT AGENDA

1. Approval of the August 16, 2022, Minutes – Sarah Cole moved to approve the Minutes of August 16, 2022. George Balli seconded the motion, which carried unanimously.

2. Treasurer's Report – Lisa Marley presented the financials for August 2022, noting that YTD income was up almost \$98,000 over 2021 due to Christmas at Old Fort Concho (CAOFC) event coming back and strong rentals. Overall, income is the best of the past twelve years. Shop Sales have been a bit slow; however, income will exceed inventory expenses. Overall expenses stand at 82.6% of budget at the 91.7% benchmark. Salary expense is up due to recent hirings and CAOFC expenses. Current total income stands at \$1,072,447 with expenses at \$968,503 giving the Fort a net income of \$103,944. Any income over expenses at the end of the fiscal year will be added to the Fund Balance.

Sarah Cole moved to accept the Treasurer's Report. George Balli seconded the motion, which carried unanimously

3. Site Manager's Report – Bob referred members to his written report in the agenda packet. He noted the recent retirement of Dwain Halfmann, Building Maintenance Supervisor for the State Buildings, after twenty-four years of excellent service. Bob also noted the hiring of Juanita Thompson, Administrative Assistant, and Elizabeth Rowe, Frontier School Teacher, which leaves the position of Maintenance Supervisor yet to be filled.

Bob stated that the Archaeological Fair went very well with almost three hundred in attendance and a \$200 donation made to the Fort from the event hosts. He further stated that the Order of the Indian Wars (OIW) group made a recent visit to the site and gave the Fort a donation of \$500.

Bob also informed that the site passed the annual inspection by the National Trust for Historic Preservation. He noted that new marketing materials had been created for the Telephone Museum and the upcoming CAOFC.

In discussions during in-house planning meetings for CAOFC, Bob noted concerns of increased dog traffic on the site during the event and sought the Board's advice and input. The concerns were heightened due to increased human traffic and reactions observed of the dogs responding to artillery. Bob stated that he was leaning toward restricting the event to service dogs only, with adequate signage displayed on the site and in marketing materials. After some discussion, the Board was in general agreement for such action; however, it was suggested that Bob check with the City Attorney's office to determine whether such restrictions were legal and could be implemented.

III. REGULAR AGENDA: PUBLIC HEARING AND COMMENTS

4. Building & Grounds Report – Bob stated that BASIC IDIQ continues to address column replacement/repair. He also noted that due to recent rains, the site required mowing for the first time this year. Avenue D did flood during the rain event; however, the water receded within an hour. Bob also celebrated the fact that the site got through the summer without the need to replace air conditioners.

5. Update on Buffalo Soldier Memorial – Sherley Spears noted major progress on the project informing of a significant \$100K gift. An announcement of the gift would be made at a later date. She also noted that memorial merchandise – including window decals, bumper stickers, lapel pins, patches, and challenge coins – would be received within the next 4-6 weeks and would be for sale (challenge coins would be reserved for special events) to the public through the Memorial's Facebook page. Bob also stated that items could be sold in the Fort's Shop. Sherley said that committee members were in the process of conducting project related interviews as part of a future YouTube channel; with the help of Dr. Jason Pierce, working with local educational organizations to develop curriculum; working to increase volunteer participation in the living history group to help tell the Buffalo Soldier story at educational events; and, would be participating in *San Angelo Gives* in May 2023. She reminded that donations were still being accepted on Facebook and at the San Angelo Area Foundation to assist in the project as well as planting trees and installing benches on the adjacent lot. Sherley reminded that the project was scheduled for a late spring/early summer opening.

6. Briefing on September October Events – Bob advised of the upcoming events and encouraged the Board's attendance and marketing assistance:

- September 24th – Gun Crew participates in ASU game
- October 14th & 22nd – Fort Concho After Dark/Night Tours
- October 15th – Tentative Vintage Baseball Game & Symposium
- November 4th-5th – Murder at Fort Concho
- November 11th – Veterans Day activities including downtown parade and a veterans' commemorative ceremony at Fairmount Cemetery

7. Nominations Report – Bob stated that Mr. Simpson’s application to replace Brandon Allen would soon be considered by the City Council and that Roger Banks’ slot would need to be filled by the end of the year. Roger asked that Board members interested in the 2023 Executive Committee contact him or Bob.

8. Consideration of Collections Acquisitions – None but Curator of History Cory Robinson would come to the October meeting and brief the board on an interesting de-accessioned item.

9. Update of Barracks & Mess Hall 3-4 Reconstruction Project – Bob stated that the project continues to make progress with the stone façade to be going up soon. If determined to be safe, staff may look at providing a walk-through for the public during CAOFC.

10. Fort Concho Foundation Report – None

11. Briefing on Christmas at Old Fort Concho – Bob informed that nearly all of the exhibitor income had been received with sponsorships close behind. Current event income for merchants and sponsorships was near \$37K with expectations of near \$45-50K by the end of September.

Responding to the question of Sherley Spears, Bob stated that room could be found for a special Buffalo Soldier Memorial display and merchandise sales in the site gift shop.

12. Membership Drive Update – Bob stated that the membership drive had exceeded the budgeted goal; however, he expressed his desire to see memberships top \$50K. He informed that a member recently increased their contribution from \$500 to \$1000. Bob reminded Board members who had not already done so to send in their commitments.

13. Staff News – Bob referred to his Site Manager’s Report, Item #3.

14. Future Agenda Items – Bob suggested that with potentially cooler temperatures in October, the Board consider taking a tour of the site to look at future capital needs.

Adjournment – Sarah Cole moved to adjourn the meeting. Lisa Marley seconded the motion, which carried unanimously. Roger Banks adjourned the meeting at 4:28 p.m.

Respectfully submitted,

/s/ *Kathy Keane*

Kathy Keane, Board Secretary