

MEETING MINUTES

Oregon Historical Society Levy Oversight Committee (LOC) April 20, 2012

LOC members present:	LOC members absent:	Other participants:
<ul style="list-style-type: none">▪ Avel Gordly▪ Nichole Maher▪ Armando Manalo▪ Elizabeth Carroll▪ June Arima Schumann▪ Mary Margaret Wheeler-Weber▪ Sandy Polishuk	<ul style="list-style-type: none">▪ Carl Abbott▪ Rob Brading▪ Liz Fuller▪ Ivette Rivera-Guisti▪ Laura Bridges-Shepard▪ Bob Speltz▪ Matthew Wand	<ul style="list-style-type: none">▪ Emerald Bogue, Chair Cogen's office▪ Kerry Tymchuk, OHS▪ Sheri Neal, OHS▪ Marsha Matthews, OHS▪ Eliza Canty-Jones, OHS

Materials provided before and during meeting:

- Meeting notice and previous meeting minutes (posted online)
- Meeting agenda (below)
- Chart of yearly obligations of the LOC (below in minutes)
- Information provided by OHS for LOC:
 - Materials about exhibits: newspaper clippings, etc.
 - FYI 2011 Audit
 - Memo regarding OHS outreach efforts from Eliza Canty-Jones, OHQ Editor and Public Outreach Manager

Agenda as planned:

- Welcome and updates
- Recap of last meeting and agenda review
- Discussion of OHS outreach efforts
- Wrap up and next steps (agenda and date of next meeting, decision on reporting plan)
- Public comment
- Adjourn

(Meeting began at 1:05 PM)

Welcome and updates

- Co-chairs opened the meeting expressing both concern about low turnout and satisfaction with the progress the committee has made thus far

Recap of last meeting and agenda review

- Summary of last meeting – review of minutes
- Discussion led to skipping jumping in the agenda to discussion around reporting obligations – see attached document and notes below

Reporting obligations:

Emerald reviewed the chart of reporting obligations. See below:

Per the financial agreement between OHS and Multnomah County, you have the following annual obligations:		
Obligation	Status	Note
Meet at least semi-annually.	Done!	Good job.
Provide an annual briefing to the Board of County Commissioners regarding OHS compliance with promises made in the voter approved measure.	This needs to be arranged.	The LOC has options for how this is reported: <ul style="list-style-type: none"> ▪ Option A: Formal, public briefing to the Board of County Commissioners (Tuesday mornings). ▪ Option B: A written report submitted to the Board of County Commissioners and posted publically online.
Receive a report from the East Multnomah County Historical Societies accounting for the expenditure of funds.	This needs to be arranged.	Per the agreement, OHS is to cause this report to happen. This can also be accomplished in a number of ways: <ul style="list-style-type: none"> ▪ Option A: Have the Historical Societies attend a LOC meeting to make reports orally. ▪ Option B: Have the Historical Societies create a written report for the LOC to review. ▪ Option C: All of the above.

The LOC made the following decisions:

Provide an annual briefing to the Board of County Commissioners regarding OHS compliance with promises made in the voter approved measure.

- Written report from the LOC on their 1st year's progress
 - Emerald will prepare outline for this report including technical details
 - LOC will work on "filling in the blanks" in May's meeting
- Board Briefing in June
- This will be a public briefing to the Board of County Commissioners (held on a Tuesday morning)
- LOC will participate along with OHS
- Emerald will sketch outline
- LOC will work on "filling in the blanks" in May's meeting

Receive a report from the East Multnomah County Historical Societies accounting for the expenditure of funds.

- OHS will cause the East Multnomah County Historical Societies to provide a written report of their expenditures for review of the LOC prior to May's meeting
- Emerald and Kerry will invite the Historical Societies to May's meeting to answer questions and become acquainted with the LOC

Discussion of OHS outreach efforts:

- OHS Attendance is up 30% in 1st quarter
- OHS is preparing for the much anticipated "Oregon Voices" exhibit
 - Encourages visitors to think about issues within a historical context

- Interactive exhibits for kids
- Suggestion from Avel Gordly: Eliza should connect with Carolyn Leonard, Curriculum Expert
- Bittersweet Harvest: The Bracero Program (exhibit)
 - Really positive community response
 - Outreach through El Hispanic News
 - Free admission on opening day (2/18) – 800 people came in on that day alone
- Publicizing free admission for Multnomah County residents:
 - Billboard to go up around Multnomah County advertising free admission
 - Suggestion: Comcast Newsmakers and bus signs (through PDC?)
- Other outreach to underserved communities:
 - OHS sends docents to low SES schools
 - OHS is hiring a new Schools Services Manager
 - Suggestion: have the LOC help with the job description for this, and look for local candidates with connections to underserved communities
 - Post cards to schools re: visiting OHS
 - Suggestion: do more outreach to community centers within Home Forward facilities
- Other information:
 - OHS will be hosting a Say Hey event (coordinating with Daryl Dixon from Multnomah County Office of Diversity & Equity)
 - Elizabeth Carroll went to OHS with members of PRSIM (Multnomah County

Wrap up and next steps:

- Staff will coordinate the following next steps
 - Kerry and Emerald will ensure E. Multnomah County Historical Societies prepare a report prior to next LOC meeting
 - Emerald will schedule the next LOC meeting to take place in May
 - Emerald will secure time on the Board Calendar for the Multnomah County Board of Commissioners for June
 - Emerald will begin to draft a report and a presentation outline for presentation to BCC
 - Requests from LOC for next meeting:
 - Hold it from 4:00-6:00 – and have it be more of an opportunity to get to know one another