

## MEETING MINUTES

### Oregon Historical Society Levy Oversight Committee (LOC) July 8, 2011 – 11:00AM – 1:00PM

<p><b>LOC members present:</b></p> <ul style="list-style-type: none"> <li>▪ Avel Gordly</li> <li>▪ Bob Speltz</li> <li>▪ Carl Abbott</li> <li>▪ Elizabeth Carroll</li> <li>▪ Ivette Rivera-Guisti</li> <li>▪ June Arima Schumann</li> <li>▪ Laura Bridges-Shepard</li> <li>▪ Liz Fuller</li> <li>▪ Mary Margaret Wheeler-Weber</li> <li>▪ Matthew Wand</li> <li>▪ Nichole Maher</li> <li>▪ Richard Johnson</li> <li>▪ Rob Brading</li> <li>▪ Sandy Polishuk</li> </ul>	<p><b>LOC members absent:</b></p> <ul style="list-style-type: none"> <li>▪ Armando Manalo</li> </ul>	<p><b>Other participants:</b></p> <ul style="list-style-type: none"> <li>▪ Emerald Bogue, Chair Cogen's office</li> <li>▪ Kerry Tymchuk, OHS</li> <li>▪ Sheri Neal, OHS</li> <li>▪ Jerry Hudson, OHS Board Chair</li> <li>▪ Giovanni McKenzie, Chair's Office Intern</li> </ul>
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**Materials provided before and during meeting:**

- Meeting notice (posted online)
- Minutes from previous meeting (posted online)
- Meeting agenda (below)
- Notes from previous meeting on performance measure (in previous meeting minutes)

**Agenda as planned:**

11:00 (15 minutes)	<b>Welcome, updates and agenda review</b>	LOC Co-Chairs Nichole Maher and Senator Avel Gordly
11:15 (30 minutes)	<b>Complete work from 1<sup>st</sup> meeting</b> (discussion of ballot language and performance measure)	Emerald Bogue, Chair Cogen's Office Emerald Bogue, Chair Cogen's Office
11:45 (1 hour)	<b>OHS 101</b> Status report Strategic plan Diversity discussion	Kerry Tymchuk, Oregon Historical Society
12:45 (15 minutes)	<b>Wrap up and next steps</b> Agenda items for next meeting Date for next meeting Upcoming events	Emerald Bogue, Chair Cogen's Office

(Meeting began at 11:00AM)

## Welcome, updates and agenda review:

- Avel Gordly welcomed the committee and asked that we do another round of introductions.
- Each person introduced themselves.
- Updates:
  - Free admission for Multnomah County residents began on July 1, 2011.
  - Tour of OHS Vault to take place on August 14<sup>th</sup> – some people will do vault, some will do vault and E. Co. organizations. Mary Margaret Wheeler Webber will help organize.

## Complete work from 1<sup>st</sup> meeting:

- There were three categories of ballot language that were not covered in the 1<sup>st</sup> meeting – the discussion covered the following topics:

Ballot language	Discussion
This levy will fund nearly one-half of operations at OHS facilities.	Discussion focused on OHS' need to not rely solely on levy support. Kerry Tymchuk reported that they received 1-time support from the state to pay off balloon payment for storage facility in Gresham (as a step). OHS is continuing all efforts to raise money.
Other funds come from admissions, grants and private donations.	
To consistently provide the services promised to the voters, the Multnomah County Board of Commissioners will consider termination or reduction of the levy if the State of Oregon restores funding to OHS.	Discussion focused on what this process would actually look like – board cannot remove levy, they can only refer it to voters if need be. It was decided by the LOC that recent state support doesn't qualify as "restored funding". Would like to see all past budget reports.

## OHS 101

This part of the meeting was an open discussion between LOC members, Kerry Tymchuk, Jerry Hudson and Sheri Neal (of OHS). The following are notes from that discussion.

### Kerry Tymchuk began with a summary of OHS:

- Explanation of current exhibits, both permanent and rotating
- Research library – up now to 32 hours/week
- Multnomah County residents are going for free – simply need to show ID, or fill out (attached) form
- OHS owns the entire city block (Higgins, Sovereign Apartment building)
- Good news re: legislative success – can now pay off balloon payment on Gresham facility
- The organization is in the process of finishing a 5-year strategic plan
- June attendance – 2,485 – big increase from last year
- AASLH – national award for participation in encyclopedia project ([oregonencyclopedia.org](http://oregonencyclopedia.org))
- OHS is governed by a 30 person board of governors - meets 4 or 5 times a year – and have sub committees
- Shared print out from website re: hours of operation and holiday closures
- Shared the (attached) summary of strategic plan

## Discussions, questions, answers and feedback:

- Question re: staff added at library
  - Answer: two new hires are full time
  - Feedback: need to report back on the side benefits of new hires and increased access – show that they're good investment
- Questions and discussion re: diversity on board and staff
  - Kerry – we need to do better - people are hired based on applications and qualifications, and go through an interview process
  - There's currently no African Americans on staff – other minorities are represented
- 29-30 full time staff
- Feedback: need to make sure the pool is diverse
- LOC would like to see actual numbers for staff and board
- Question re: the criteria for selecting board members?
  - Kerry – ability to give or help find money, also representing areas and ages, historians, scholars (some boxes we need to check)
  - Received some requests for board consideration – Preston Pulliam
- LOC wants to connect overall diversity discussion to goal one – educating Oregon's public on the history of Oregon
- OHS needs to work actively to do better on staff and board – connected to how people feel about this organization
- Some of this is addressed in the Strategic Plan (goal #5 (5.3))
- LOC would like to see the entire Strategic Plan
  - Sheri – the bigger idea is trying to decide from the strategic plan where we're going – not totally to repeat or replace what we've had all along
- Feedback on board process: People from outside the board can sit on a committee – suggest they think about having people from the community attend board meetings – need to have more people enthusiastic about actually serving on the board
  - Kerry – it depends on openings on the board (each board member can serve 3, 3 year terms)
- Suggestion: Clarence Reshawn – historian in the Troutdale area – history of Asian American families in the area
- Comment re: diversity in the library collections program – OHS is central place for those materials – can staff be more proactive in seeking out and collecting that information
- Follow up from last meeting – talk about the audit process
  - Do not do a bid for the audit because it is a specialized entity
  - Went out to bid 3 years ago
  - Feedback: seems like the audit can become influenced
  - Question: are they the only outfit that does this kind of audit?
  - Question: when was the last time you had a company other than McGee answer that?
- Question about marketing of OHS:
  - Kerry – it was cut back
  - Currently no strategic communications plan – involves working with media sponsors, etc.
  - KGW – working with them on the McCall centennial
- LOC would like to know more about marketing plan
- Same message doesn't work for every community
- Feedback: Avel – piece of legislation – wants him to connect with Senator Jackie Winters
- Discussion re: CAC – advocates for heritage and history at state level – dovetails nicely with this strategic plan

- Discussion of access to school children:
- Duty first and foremost is to invite everyone
- Feedback: it isn't fair to put the responsibility on the schools
- Question: how are you actually contacting those schools and teachers?
- Question: how do you decide whether or when to have a travelling exhibit that goes out to rural Oregon?
  - Mainly – funding. Will be at the state fair for the first time in a long time
- That's an opportunity to reach out to underserved communities
- reminder from LOC– need to see an org chart
- Discussion re: diversity in collections
- Kerry – we need a curator- need to hire by Jan, 2012
- Ability to process documents and materials – adding new staff will mean a lot
- There hasn't been the curatorial staff to do this – conducting a national search

### **Debrief of discussion, scope of group and next steps:**

- Emerald will transfer notes into a document – identify which questions have been answered and what's remaining
- OHS will provide written answers to unanswered questions
- LOC needs to narrow down what its performance measures will really be – today's discussion was a start
- Next meeting will be only LOC members – to finalize scope and work plan
- Group will meet again in mid-September