



**GOVERNING BOARD MEETING
FRIDAY, OCTOBER 16, 2020
VIA ZOOM VIDEO TELECONFERENCE**

MINUTES

Board Members Present:

McCauley Adams, Anthony Apro, Becky Bowling, Jennifer Brown, Tressa Brown (ex officio representing the Kentucky Museums and Heritage Alliance), Colmon Elridge, Mary Hammond, David Lee, Terry Manuel (Representing the State Libraries, Archives and Records Commission), Sheila Mason, Mark Neikirk, Wayne Onkst, Geneva Parris, Henry "Tip" Richmond, Kevin Smith, Lora Suttles, Cynthia Torp, Tommy Turner, Jr., and John Wolford (representing the Kentucky Oral History Commission).

KHS Staff Members Present:

Scott Alvey, Doug High, Jodi Lewis, Linda Redmon, Stuart Sanders, Jessica Stavros, Teresa Stivers, and Dana Zinger.

Guests:

Michael Berry, Secretary of the Tourism, Arts and Heritage Cabinet, Commonwealth of Kentucky, and J. David Smith, Jr., President of the Kentucky Historical Society Foundation, Inc.

I. CALL TO ORDER:

President Tommy Turner, Jr. called the Kentucky Historical Society Governing Board quarterly meeting to order at 1:06 p.m. EDT, on Friday, October 16, 2020. The meeting was held via Zoom video teleconference.

President Turner called the roll and declared a quorum present. President Turner also recognized the members of the Governing Board whose terms were ending in 2020. These included Colmon Elridge, Henry "Tip" Richmond, and Julie Scoskie.

II. APPROVAL OF JULY 17, 2020 MINUTES:

The minutes of the July 17, 2020, Governing Board meeting had been previously electronically provided to the Governing Board. President Turner called for additions or corrections to these minutes. There were none.

Motion by Cynthia Torp, second by Mary Hammond, that the minutes of July 17, 2020 meeting of the Kentucky Historical Society Governing Board be approved. Motion unanimous carried.

III. NOMINATING COMMITTEE REPORT:

Jennifer Brown, Chair of the 2020 KHS Nominating Committee presented the following report to the Governing Board:

The 2020 KHS Nominating Committee consisted of the following members: Jennifer Brown, Chair, Anthony Apro, Geneva Parris, and Henry "Tip" Richmond. KHS staff assistance was provided by Scott Alvey and Teresa Stivers.

The following is the proposed slate of candidates that will be presented to the KHS membership for a vote at the KHS Annual Meeting on Friday, November 6, 2020:

Officers:

President – Tommy Turner

1st Vice President – Jennifer Brown

2nd Vice President – Cynthia Torp

3rd Vice President – Wayne Onkst

Board Class 2022-2025:

Anthony Apro, Nicholasville
Dr. William Alan Denny, Lexington
Alissa Keller, Hopkinsville
Dr. Alicestyne Turley, Clay City

Board Class 2022-2023 (to fill the unexpired term of Dr. Kathleen Swan):

Ryan Craig, Lexington

IV. KHS REPORTS:

A. Executive Director's Report – KHS Executive Director Scott Alvey presented the Executive Director's Report for this quarter (July – September 2020):

1. *Financial Report for First Quarter FY2021* – Revenues are down due to the restrictions required by the regulations during the COVID19 pandemic of 2020, but the staff has also been able to keep expenses down too.

i. Revenues for the first quarter FY2021 consisted of General Funds of \$1,803,600 and earned revenues of \$34,062. With the cash carryforward from FY2020 of \$159,500, total revenue and support for the first quarter of FY2021 were \$1,997,162.

ii. Expenses for the first quarter FY2021 consisted of personnel expenses (wages and benefits) of \$1,104,599 (seven payrolls), operating expenses (rent, utilities, postage, telecommunications, etc.) of \$438,793. This totals \$1,543,392 for first-quarter FY2021 in expenses with a net balance of \$453,770.

Motion by Colmon Elridge, second by Jennifer Brown, that the first quarter FY2021 financial report be accepted. Motion unanimously carried.

2. *Potential Eight Percent (8%) FY2021 Budget Reduction* – KHS was instructed to present a proposal of what an eight percent (8%) budget reduction plan would encompass. This budget reduction has not yet been instituted. There were talks up to as much as a thirty-plus percent (30+%) budget reduction. KHS proposes that it will keep staff positions vacant as its largest cost-saving measure along with focusing on operating expense reductions by realigning programmatic and service costs.

3. *Strategic Plan* – Executive Director Alvey provided to the Governing Board a KHS activity report which addressed the current strategies and goals that KHS is currently undertaking.

4. *Staffing, Personnel, and Volunteers* – Executive Director Alvey reported that KHS was currently doing four (4) active position searches, two (2) full-time and two (2) part-time. KHS did not receive a new National Endowment for the Humanities grant; therefore, two (2) full-time federally funded positions were cut at the end of September when the grant funds expired.

Four (4) volunteers contributed 39 hours of total service this quarter. With the pandemic, most of the KHS volunteers are considered to be in the “high risk” group and, therefore, cannot take as active a role as they have in the past. Hopefully, when restrictions are lifted and more control over the COVID19 virus occurs, these numbers will return to past performance.

Executive Director Alvey also provided to the Governing Board the chart showing the staffing contingent for the Society since 2009 when there were 100 state and federally-funded staff to 2020 when the totals are 45 state and federally funded staff. A more than 50 percent decrease in staffing.

B. KHS Foundation Director's Report – KHS Foundation Director Doug High presented the following report to the Governing Board:

1. *KHS Virtual Programming* - KHS was able to pivot to virtual programs during the pandemic. This includes virtual museum tours, collections segments, various speakers, trivia nights, and various television program contracts in the Lexington and Louisville markets that focus on KHS programs, museums, and events.
2. *KHS Halloween Special* - The KHS Foundation has also been able to secure a one-half hour television special on October 29 "Haunted Kentucky with the Kentucky Historical Society." This will air at 7:30 p.m. EDT on Channel 36 as a lead-in to the network's ABC primetime programming. WHAS-11 in Louisville wants to run this special too. It will be run at 9 a.m. EDT on their Great Day Live program with the inclusion of a new first half-hour of interviews with Executive Director Alvey and KHSF Director High about KHS programs and why museums are important. Then, the "Haunted Kentucky with the Kentucky Historical Society" will be streamed in full. The foundation was able to secure two underwriters for these television spots.
3. *Future Exhibits/Programs* - Foundation Director High asked the Governing Board to reach out to either Executive Director Alvey or him about their Ideas for exhibits for 2021 which are affordable for KHS, COVID19-proof, and can bring more emphasis on KHS and its programs and collections. A new program that KHS has been requested to be a part of in 2021 will be the Veterans' Honor Flight program. More details about this program will be coming in early 2021.
4. *Fundraising* – The foundation is looking for ideas for fundraising for school programs with virtual field trips. Governing Board members are requested to contact Foundation Director High with their ideas and/or potential contacts for this.

C. Operations & Marketing Communications – KHS Deputy Director Jessica Stavros reported on behalf of the Operations and Marketing Communications teams to the Governing Board as follows:

1. *Reopening/KHS Pandemic Task Force* – Deputy Director Stavros reported that KHS was in its final phase of reopening under current executive orders and restrictions by its the reopening of both the Old State Capitol and the Kentucky Military History Museum. Both of these museums are having great attendance. The KHS history campus is a proven safe place to visit during the pandemic with all the safety protocols that are in place.
2. *Facility Rentals* – Deputy Director Stavros reported that KHS is now focused on managed facility rentals including the Brown-Forman rooms, Keeneland Gallery, the Cralle Day Gardens, and the Old State Capitol lawn. Facility rentals are a key revenue booster for KHS.
3. *Marketing and Partnerships* – The Tourism, Arts and Heritage Cabinet has been very helpful to KHS with its marketing communications on the various online, virtual, and other programs at KHS. Kentucky Interactive has also been helping KHS get online admissions and programming ticketing and 1792 Store purchases. The marketing communications team has also been working with the foundation on the KHS membership renewal process and best practices for retaining members.

D. Museum Programs – KHS Director of Learning Jodi Lewis presented the following items for the Learning Team for the museum programs report:

1. *Frankfort High School Senior Mentorship Program* – The Frankfort Independent High School senior mentorship program focuses on internships, community service, and civic action by its highly-motivated senior learners. This group will be coming to the Kentucky History Center later in October where they will be onsite students in the Brown-Forman rooms twice a week for about an hour and a half each day. KHS will serve as a professional mentor for these

students. KHS is looking for a partner to help underwrite the costs of having these students on site which includes the loss of rental income for space, utilities, etc.

2. *Virtual Programming* – KHS has been providing virtual field trips, teacher professional development, “Host a Historian,” “Focus on Race Relations” (FORR), etc. KHS is working with the foundation to seek partners to help fund higher-quality segments that we can hopefully place into viewing with the Kentucky Educational Television (KET) programming. The Governing Board asked if KHS was recording attendance and doing any follow up with this programming. Learning Director Lewis stated that we did and would be happy to start providing this data with the reports submitted to the Governing Board on these programs.

E. Research and Collections – Director of Research and Collections Stuart Sanders presented the following report to the Governing Board on behalf of the Research and Collections Team:

1. *KHS Library Services* - During the past quarter, KHS has had 758 paid research requests, more than 55,000 views of our publications, over 200,000 views of our collections, genealogy, and family history programming which KHS will ramp up in the coming months.

2. *CWGK and The Register* – The Civil War Governors of Kentucky Digital Documentary Edition and *The Register of the Kentucky Historical Society* teams are doing public programs with WEKU’s NPR Eastern Standard program and the Kentucky Press Editorial Advisory Board. The next issue of *The Register* is set to be out in November 2020 with an Appalachia focus.

3. *Collections* – KHS collections are being made more accessible online and KHS staff have created a blog series about a family scrapbook. KHS is continuing to loan collections out to other museums and is currently in negotiations for a potential exhibit with Kentucky African American Heritage Center in Louisville. The KHS collections team continues its work on conserving the collections and is researching grants for the restoration of Kentucky’s liberty bell that is located in the KHS Cralle Day Garden.

V. OLD BUSINESS:

A. Bylaws/KHS Committees:

President Turner stated that the KHS Bylaws revisions are still under review. The key focus of the revisions will be how KHS will form committees that would allow board members to work on a committee that focuses on their interests, talents, and experience. President Turner stated that he and the officers would be meeting with Executive Director Alvey over the next few months to further discuss these changes that can hopefully be presented for review and approval to the full board at its regular quarterly meeting in January 2021.

B. Historical Marker Program:

Executive Director Alvey reported that the policies and procedures for the Historical Marker program need clarification on what KHS can do going forward about funding, upkeep, replacement, placement, review/investigation of language already on the markers, community concerns about the marker, marker app development, under-represented communities able to place markers, etc. President Turner and Executive Director Alvey will set up a committee for this. Cynthia Torp, Geneva Parris, Jennifer Brown, and Anthony Apro volunteered to be a part of this committee.

VI. NEW BUSINESS:

A. Executive Director’s Performance Review – The KHS Governing Board should begin preparations for conducting the KHS Executive Director’s annual performance review. Vice President Jennifer Brown and President Turner will discuss how this will be conducted soon.

VII. ADDITIONAL REPORTS:

A. Tourism, Arts and Heritage Cabinet – Secretary Mike Berry presented the following report on behalf of the Tourism, Arts and Heritage Cabinet:

1. Thank you to Scott and KHS team for being the go-to location for recent public announcements from both the Governor’s office as well as the Attorney General’s office.
2. The Cabinet is working hard to be a resource for all of its agencies. They want to help to make KHS successful and but stay out of our way.
3. *Budget Reduction* – The budget reductions for FY2021 have not yet been implemented. The Governor has asked plans to be put in place for an eight percent (8%) reduction in general funds in case they are needed. This percentage is lower than anticipated but all agencies must be prepared for a spike in Coronavirus cases and fewer revenues flowing to the state. The General Assembly short session is coming up in January 2021. It is a thirty (30)-day session. During this session, the General Assembly must pass a one-year budget for FY2022. That will probably take up most of the session’s business.

B. Kentucky Oral History Commission – John Wolford, chair of the Kentucky Oral History Commission, presented the following:

1. The Kentucky Oral History Commission is thankful for KHS’s enthusiasm for capturing current events history. The Commission is fulfilling the CARES grant to have interviews done with a broad swath of Kentuckians on the pandemic. These interviews are currently being conducted with some already returned, including an interview with Virginia Moore, Executive Director of the Kentucky Commission on the Deaf and Hard of Hearing, who has been instrumental in the daily briefings by Governor Andy Beshear on the pandemic updates for Kentucky.
2. National Oral History Week is October 19-24, 2020. The national meeting will be held virtually in 2020. Sarah Schmitt, KHS’s Oral History Administrator, will attend this virtual conference.
3. Grants for new oral history projects will be discussed at the Commission’s November meeting.

C. Kentucky Museums and Heritage Alliance – Tressa Brown, current President for the Kentucky Museums and Heritage Alliance, reported as follows:

1. The Alliance has hired an administrative assistant to work on changes to its website which will include a better interface and payment options.
2. The Alliance has held up on elections on its new officers. They hope to do this at the beginning of January 2021.

VIII. ANNOUNCEMENTS:

A. KHS Annual Meeting – November 6, 2020, via Zoom Video Teleconference. Registration will be required for this meeting.

B. 2020 Kentucky History Awards – The 2020 Kentucky History Awards will also be virtual in 2020 immediately following the KHS Annual Meeting. Board members interested in taping a short lead-in for award recipients should notify either Executive Director Alvey or Deputy Director Stavros as soon as possible about this to get these recorded and edited for streaming on November 6, 2020.



VIX. ADJOURNMENT:

There being no further business to come before the board, First Vice President Brown called for a motion to adjourn at 3:09 p.m. EDT.

Motion by Anthony Apro, second by Geneva Parris, that the Governing Board meeting be adjourned. Motion unanimously carried.

Respectfully submitted,

C. Scott Alvey, KHS Executive Director

Teresa S. Stivers, KHS Director's Office Manager, Recorder