

NOTICE OF A PUBLIC MEETING

AN AGENDA OF A REGULAR MEETING OF THE *Fort Concho Museum Board*
THE CITY OF SAN ANGELO, TEXAS
March 21, 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.

II. CONSENT AGENDA

- 1. Consideration of approving the February 21, 2023 Minutes
- 2. Treasurer's Report
- 3. Site Manager's Report

III. REGULAR AGENDA: PUBLIC HEARING AND COMMENTS

- 4. Collections Report
- 5. Staff Reports
- 6. Update of Future Proposed Project for Site of Concho Mail Station
- 7. Update on Symphony Polo Event of April 29 at Fort Concho and Approval of MOU Covering All Charges
- 8. Review of Fort Concho Membership Drive for 2023
- 9. Building and Grounds Updates
- 10. Briefing on Oakes Street Bridge Repair and Related Issues for Fort Concho
- 11. Fort Concho Foundation Report
- 12. Update on Barracks/Mess Halls 3-4 Reconstruction
- 13. Future Agenda Items
- 14. Update on NAACP Buffalo Soldier Memorial Project
- 15. Announcements

Given by order of the Fort Concho Museum Board and posted in accordance with Title 5, Texas
Government Code, Chapter 551, Friday, March 17, 2023



Robert F. Bluthardt
Site Manager
Fort Concho

**Fort Concho Museum Board Minutes
January 17, 2023**

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 1, East Avenue D.

B. Determination of a Quorum - Bob Bluthardt, Site Manager, confirmed that a quorum was present: Tracy Simpson, Sherley Spears, Roger Banks, Monty Stanley, LTC John McAllister, Colleen Haddad, Sarah Clemens, Don Barnhart, Yukio Kuniyuki, Lisa Marley, Dr. Jason Pierce and Brandon Allen. Also present were ASU Honors Students Board Liaisons Kaci Wainscott and Robert Burnett, and Curator of History, Cory Robinson.

C. Approval of Excused Absences - A motion was made by Brandon Allen to excuse the absence of Curtis Milbourn, Kathy Keane, George Balli, Dave Schaller and Tommy Earnest. Colleen Haddad seconded the motion which carried by unanimous vote.

D. Introduction of Guests - Bob apologized for the cramped meeting space at Officers' Quarters 1 as a skunk had attacked the usual space at Officers' Quarters 8. He noted the many quests and presenters in the adjacent room, and asked that they be brought in one at a time for their report and/or presentation.

1. Marci Menchaca from House of Faith thanked the board and staff for its support and assistance of the December Community Christmas it held in several of the fort buildings. She said they served over 2000 people which accounted for approximately 450 families. She handed out a newsletter. When asked by the board if they would do the event again, she noted they had planned for the same week in December 2023 and Bob noted the week was clear and the board had approved this for all past years and a general consensus was sufficient for this year. The board agreed.

2. Bruce McLaren from the Baptist Memorial Retirement Community and two representatives presented the Fort with a special certificate as the result of a survey of their 300 residents. The certificate notes Fort Concho as the "Favorite Excursion with Grandchildren". The board thanked them for the award.

3. Walt Koenig, executive director of the Chamber of Commerce, brought greetings from the Chamber and its tourism development staff. He noted the departure of Diann Bayes and praised her past, excellent work and noted the process was underway to find a new person. He also thanked the board for its work and said he was very impressed with this past December's Christmas at Old Fort Concho. He mentioned that the Chamber appears in good shape for 2023 and that the upcoming banquet has been sold out. If any of the board members would like tickets, he indicated he could get them.

4. M'Kenna Gillespie of the ASU Student Honors Program thanked the board for hosting students Kaci and Robert. She noted the Fort board had been a participant in the program from its inception and that students have benefited from their experiences. The board thanked her for the program.

5. Laura Huckabee, Curator of the San Angelo Museum of Fine Arts, reported on the museum's upcoming roof repair project and the Fort's assistance with temporary accommodations at their first home in the Quartermaster Building. She also noted the ongoing discussion/planning with Fort staff regarding a temporary use of the open space at the Chase State Office Building for art works storage. Responding to several board inquires, Bob noted that this discussion was actually to be covered under the regular agenda item #9. He noted the original authorization by the Board last year to let the art museum use the Quartermaster space and let staff work out all MOU details. Bob informed the Board that the MOU has been drafted and is currently with the City Attorney. Bob clarified that the art storage at the Chase Building was a new, separate request that was also separate from the previous plan for a long-range Storage/Curatorial Facility on the space. He recommended the Fort and Art Museum work out the details with all costs for any changes to the space and all insurance costs for the move be the Art Museum's responsibility. Don Barnhart made a motion to approve the additional space request. Monty Stanley seconded and the vote was unanimous.

E. Presentations - None.

F. Public Comment - None.

G. Thanks to outgoing board members; recognition of new board members and executive board. Roger Banks noted this was his last meeting and he thanked his fellow board members for their assistance and support. He said he enjoyed the past seven years; he was proud of all the board achieved; and he encouraged all board members to maintain a high level of engagement and attendance. Roger also

said he hoped the board's next big thing would be the closure of Avenue D. Brandon Allen echoed Roger's comments; he noted the importance of the Fort's relationship with Goodfellow AFB and the 344th MI BN of the US Army; and he was pleased that Tracy Simpson will be carrying on that good work. Bob Bluthardt noted that the second new board member, Tommy Earnest, came through the system between the Fort board's November meeting and today. He said he had met with Tommy, providing him a briefing book; and was impressed with his commitment to the Fort and community. Roger officially passed the meeting on to incoming Board President, Sherley Spears, who awarded service plaques to Roger and Brandon. She also noted her pleasure in serving on this Board and looked forward to working with all board members to move the Fort ahead in its many projects.

II. CONSENT AGENDA

1. Approval of the November 15, 2022, Minutes - Don Barnhart moved to approve the Minutes of November 15, 2022. Colleen Haddad seconded the motion which carried unanimously.

2. Treasurer's Report - Lisa Marley presented the financials for November and December 2022. November's income was about 12% below 2021, but was at average for the past 10 years. Poor weather accounted for the gift shop and admissions to be down during November. December's income was about 6% below last year but 8% above the past 10 years. Rent was up due to a carryover from November. Again poor weather kept gift shop and admissions down on the days before and after the Christmas event. More income is expected to be received during January. The first quarter income, October - December, shows to be down about 9%, but is above the past 10 year average. Rentals were up \$10,000. As better weather comes, admissions and the gift shop sales should improve. Total income for the first quarter was \$319,128, while operating expenses were \$305,986. This nets a positive fund balance of \$13,142. Yukio Kuniyuki moved to accept the Treasurer's Report. Sarah Clemens seconded the motion which carried unanimously.

3. Site Manager's Report - Bob Bluthardt referred the Board to the printed report, much of which would be covered in agenda items. He noted the many states/Texas communities/foreign countries reported in the 2022 visit statistics. He also noted the sad recent news including the passing of Fort volunteer Kate Nelson and past staff member Chris Holt. A motion to accept the

report was made by Colleen Haddad; seconded by Brandon Allen; and approved by all present.

III. REGULAR AGENDA: PUBLIC HEARING AND COMMENTS

4. Fort Board Nominations Update - Bob Bluthardt indicated the City Council approval of two new Board Members, Tracy Simpson and Tommy Earnest. Although Tommy was absent at this meeting, he would be officially welcomed at the February meeting. Re-appointments were also approved for George Balli, Monty Stanley, Donald Barnhart, Yukio Kuniyuki and Jason Pierce.

5. Collections Report - Cory Robinson briefed the Board on the deaccession (disposal and/or re-assigning to other organizations) process, noting that the Fort has been collecting items since 1928. He indicated that there are approximately 500 items that need to be assessed on a case-by-case basis as to whether or not they meet the Fort's current needs or the current collecting policy. As an example, he showed the Board a 1940s Central High School cheerleading uniform and described a Fiestas Patrias gown from the 1970s. He also noted a new collection of original late 1800s uniforms and artifacts focusing on the Buffalo Soldiers that will be coming to the Fort in the next few months.

6. Review of 2022 Christmas at Old Fort Concho - Bob Bluthardt thanked the Board for their volunteering at the event. He assigned a B / B+ on attendance. The same weekend there were football games and a craft show at the Coliseum that may have affected attendance. Having credit card sales at two ticket booths was very positive. There were no issues with the new dog policy. More money will be coming in during January. The next event will be December 1st, 2nd, 3rd, 2023. The Board commented on the wiring of the stoves and Bob responded that it was a maintenance issue that will be corrected. Sherley Spears indicated that she had received complaints regarding the presence of the Confederate flag. Bob responded that it is a part of the living history and there could be future discussion on this subject. The cold weather did hamper sales of the soft drinks. Leftover concession items will not go to waste.

7. Update on 2023 Events - Due to the length of the meeting, these were not discussed, but the Board was referred to the list included with the agenda.

8. Staff Reports - In the interest of time, this was moved to the February meeting.

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 - See discussion in Section D, item 5 of these minutes.

10. Building Maintenance & Repairs Updates - Bob Bluthardt informed the Board that the columns and fascia boards are all done. There is also ongoing continuous maintenance. Thanks should be shared with City Council members for their funding approval.

11. Fort Concho Foundation Report AND

12. Update on Barracks/Mess Halls 3 - 4 Reconstruction - Roger Banks and Bob Bluthardt informed the Board of the forming being done on Barracks/Mess Hall 3 & 4. The rock mason and drywall to begin soon. The A/C and electrical is all getting wrapped up. The completion date has been changed to April 2023.

13. Future Agenda Items - None were discussed.

14. Consideration of Changing Rental Policy on Barracks 5 & 6 Courtyard as Stand Alone Facility and Attaching to Barracks 6 Rental - Bob Bluthardt informed the Board that the courtyard at Barracks 5 & 6 has been a standalone rental for a cost of \$150 per rental. There is no longer any grass in the courtyard and seldom are there any rentals for this space on its own. It is cost prohibitive to re-grass the area. Currently Barracks 6 has a rental fee of \$300 and Bob proposed to the Board to include the courtyard with the rental of Barracks 6 and no longer rent the courtyard as a standalone rental. The cost for Barracks 6 would remain at \$300. Dr. Jason Pierce made a motion to approve and Sarah Clemens seconded. The motion was approved unanimously.

15. Discussion of Site Fees for Programs, Rentals & Services and Any Actions for FY 2024 - Bob Bluthardt reminded the Board that City Hall allows site fees discussion/review on an annual basis. Any changes recommended must be received at City Hall by early February. Any approved changes would become effective at the start of the fiscal year, 10/1/23. Bob asked staff to investigate various Fort fees and he put forth suggestions to the Board as follows:

- No changes are sought for the general admission fees.
- Gate admission during the Christmas event are presently \$3 children, \$5 seniors/military, \$7 adults. These have not changed for 8 years.

Proposal to increase \$1 or \$2 per level based on further staff investigation.

- Vendor booth fees at Christmas event are \$300 or \$450. Proposal to increase \$50 and \$100 based on further staff investigation.
- Membership fees range from \$35 - \$5000. No changes recommended.
- Rentals have not increased since 2017. Fort rentals are in high demand and the current rates are likely at or partly lower than average in town. The proposal is to increase rentals up to 15% based on further staff investigation.

Colleen Haddad made a motion to have staff perform further research and make future recommendations. Yukio Kuniyuki seconded and it was approved unanimously. Bob reminded the Board that any proposals might not get approved, but that they should at least be tried.

16. Announcements - Sherley Spears announced that on July 4, at 10:00 a.m., the Board is invited to the blessing of the land for the site of the Buffalo Soldiers Memorial. There will also be a concert and dinner fundraiser at SAMFA at 6:00 p.m. Tickets are \$75. The Houston Ebony Opera Guild will be performing.

Adjournment - At 5:10 p.m. Sherley Spears moved to adjourn the meeting which carried unanimously.

Respectfully submitted for Kathy Keane,



Lisa Marley, Treasurer