

NOTICE OF A PUBLIC MEETING

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

January 30, 2024 3:30 pm  
Fort Concho Officers' Quarters 8 215 East Avenue D

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

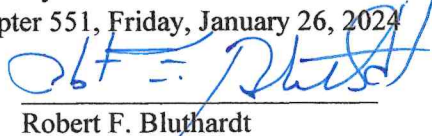
- 1. Consideration of approving the November 15, 2023 Minutes
- 2. Treasurer's Report
- 3. Site Manager's Report

III. REGULAR AGENDA: PUBLIC HEARING AND COMMENT

- 4. Buildings & Grounds Report
- 5. Review of 2023 Symphony Polo Event and Proposed 2024 Polo Event
- 6. Nominations Report and Approval of Proposed Officers for 2024
- 7. Briefing by House of Faith on 2023 Event and Request for Similar Dates in 2024
- 8. Discussion of a Fort Concho Logo
- 9. Review of 2024 Major Events and Programs

10. Collections Report
11. Approving Fort Concho Participation in Annual San Angelo Gives on May 7, 2024
12. Briefing on Fort Concho Fees and Charges for Fiscal Year 2024
13. Review of Current Capital Improvement Projects for Fort Concho, 2025-2029
14. Update on Barracks & Mess Halls 3-4 reconstruction project
15. Fort Concho Foundation Report
16. Update on Concho Mail Station Project
17. Briefing on 2023 Christmas at Old Fort Concho
18. Staff News
19. Future Agenda Items
20. Establishment of 2024 Fort Concho Board Meeting Dates

Given by order of the Fort Concho Museum Board and posted in accordance with Title 5, Texas Government Code, Chapter 551, Friday, January 26, 2024



Robert F. Bluthardt  
Site Manager  
Fort Concho

## Fort Concho Museum Board Minutes November 15, 2023

### I. OPEN SESSION

A. **Call to Order** - President Sherley Spears called the meeting to order at 3:32 p.m. in East Bay of Barracks 1 Visitor Center.

B. **Determination of a Quorum** – Site Manager, Bob Bluthardt confirmed that a quorum was present: Sherley Spears, Kathy Keane, Lisa Marley, Tommy Earnest, Tracy Simpson, Donald Barnhart, Monty Stanley, Dave Schaller, Yukio Kuniyuki, Penny Roberts, George Balli, and Lt. Col. John McAllister. Absent: Dr. Jason Pierce, Sarah Cole, and Colleen Haddad.

Guests attending were Carl White, Parks & Recreation Director, and Daisy Herr, ASU Honors Program Intern; Cory Robinson, Curator of History.

C. **Approval of Excused Absences** – Yukio Kuniyuki moved to approve the absence of Dr. Jason Pierce, Sarah Cole, and Colleen Haddad. Dave Schaller seconded the motion which carried by unanimous vote.

D. **Introductions** – None

E. **Presentations** – None

F. **Public Comment** – None

### II. CONSENT AGENDA

1. **Approval of the September 19, 2023 Minutes** – Penny Roberts moved to approve the Minutes of September 19, 2023. George Balli seconded the motion that carried unanimously.

2. **Treasurer's Report** – Lisa Marley presented the financials for September/October 2023 noting that overall income in September was just \$10,000 from 2022, mostly due to Christmas at Old Fort Concho. Admissions and Gift Shop were down to the prolonged heat spells. Interest income is up due to higher interest rates and a larger fund balance. September expenses were at 91% which is slightly above 2022. Gift Shop expenses were up due to re-stocking and the addition of new items.

October income was up nearly \$12,000 over 2022 with the Gift Shop having its best October in many years. Special Events experience a large increase due to the Halloween events. Year-to-date was up over 14% over the past 10-year average. October expenses were up approximately \$5,000 over 2022 and still below the first monthly 8.3% projections.

In summary, Year-to-Date Income as of October 31<sup>st</sup> was \$103,632 and Expenses were \$101,219 resulting in a positive balance of \$2,413. Donald Barnhart moved to accept the Treasurer's Report. Tommy Earnest seconded the motion that carried unanimously.

3. **Site Manager's Report** – Bob referred members to his written report in the agenda packet.

*Dr. Jason Pierce arrived at 3:41 p.m.*

### **III. REGULAR AGENDA: PUBLIC HEARING AND COMMENTS**

**4. Staff Reports** – See Item #8

**8. Collections & Exhibits Update** – Curator of History Cory Robinson provided an overview of the exhibit area in the East Bay that will house the Buffalo Soldiers Exhibit as well as the Native American Exhibit. The authentic tipi had been delivered including a number of original and reproductions of Native American tools, clothing, children's toys, utensils, and furnishings. Cory stated that he would begin working on the exhibits this week with the grand opening set for the Christmas at Old Fort Concho event.

*Daisy Herr introduced herself.*

**5. Review of Polo on the Concho and Plans for 2024 Event** – Bob reported that the 2024 event would be held on May 4<sup>th</sup> and suggested that the contractual agreement contain the same fiscal arrangements as in 2023.

**6. Report on the Site of Concho Mail Station (Standing Agenda Item)** – Bob reported that the Texas Historical Commission (THC) had written a cease and desist letter due to the possible removal of artifacts from the site. Michael Bradle with the American Archaeology Group will be examining the site and provide documentation to secure clearance from the THC.

**7. Building and Grounds Update** – None

**9. Christmas at Old Fort Concho 2023 Update** – Bob stated that marketing for this year's event is fully digital with four local billboards and some targeted magazine ads. He noted a supply of posters and rack cards and encouraged those that could display them to pick up a supply before leaving the meeting. Exhibit space is full and some volunteer spots are still available.

**10. Approval to Cancel the December Board Meeting** – Penny Roberts moved to cancel the December Board Meeting. Donald Barnhart seconded the motion that carried unanimously.

**11. Discussion on new Fort Concho Logo** – Bob reminded the Board of previous discussions to look at updating the current Fort Concho logo. Following some general discussion, Sherley Spears suggested the appointment of an Ad Hoc Committee to study the matter. Appointed members are Kathy Keane, Dave Schaller, Tommy Earnest, George Balli, Sherley Spears and intern Daisy Herr. At the suggestion of Sherley, Bob recommended the possible staff appointment of Brendalee Brown and he agreed. The first meeting was tentatively scheduled for January 2024.

**12. Board Appointments and Officers for 2024** – Bob noted that Board Members Kathy Keane, Sherley Spears and Dave Schaller would be ending their terms at the end of this year; however, as stated in the Bylaws, each will serve until replaced. He encouraged current members to suggest names for replacements and reviewed the qualifications. Bob further noted that he would forward the guidelines adopted for recruitment of new members via email.

**13. Fort Concho Foundation Report** – Bob reported that the Foundation was in good shape financially and the next scheduled meeting would be in January 2024.

**14. Update on Barracks/Mess Halls 3-4 Reconstruction** – Bob read an email from Matt Lewis, Executive Director for the San Angelo Area Foundation, regarding his conversation with the project contractor on November 15<sup>th</sup>. The email states that the contractor is waiting on the millwork manufacturer to finish up some specialty work which will allow for the completion of the roof. This delay has a ripple effect on other finishing work. Other delay issues relate to the installation of an electric cable for the permanent power supply, straightening up the fence and installing a new banner, and addressing an ADA code issue related to the grading of the project site. The contractor believes most of the work will be completed in December and he will be able to turn the project over to the Fort and City sometime in January 2024.

**15. Future Agenda Items** – None

**16. Announcements** – The following announcements were made:

- Kathy announced that Sherley Spears had received the Community Impact Award at the Chamber of Commerce Diversity Luncheon.
- Sherley announced that the Chamber would be revealing the new Visitor Center mural following today's meeting.
- Sherley further announced that this week, the Army formally overturned the conviction of 110 Buffalo Soldiers convicted in the 1917 Houston Camp Logan Riots.

Sherley stated that it was her pleasure to serve the Board as President this past year and wished everyone a wonderful holiday season. She also encouraged everyone to volunteer at the Christmas event.

**Adjournment** – Penny Roberts moved to adjourn the meeting. Dave Schaller seconded the motion that carried unanimously. Sherley Spears adjourned the meeting at 4:45 p.m.

Respectfully submitted,

*/s/ Kathy Keane*

Kathy Keane, Board Secretary