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## Director's Meeting

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## **FLORIDA HISTORICAL SOCIETY MINUTES OF THE BOARD MEETING**

December 9, 1989

The mid-winter meeting of the officers and board of directors of the Florida Historical Society was convened at 10:00 a.m. in the Society's offices and library, University of South Florida, Tampa, December 9, 1989, by Hampton Dunn, president. Those attending included Kathleen H. Arsenault, J. Andrew Brian, William S. Coker, David R. Colburn, Rodney E. Dillon, J. Larry Durrence, Henry Green, Joe Knetsch, Marinus H. Latour, Stuart B. McIver, Raymond A. Mohl, Joan P. Morris, John W. Partin, Eugene W. Roach, Niles F. Schuh, Rebecca A. Smith, and executive director Lewis N. Wynne. Also present were Nancy Jacobs, Gary Mormino, and Allen Morris.

President Dunn noted that the Margaret Chapman Room in the Special Collections Department of the University of South Florida had been dedicated on December 7. The room will be used for photographic reproduction and care.

The minutes for the May 1989 board meeting and the business meeting, as published in the October 1989 issue of the *Florida Historical Quarterly*, and the minutes for the September 1989 Executive Committee meeting, as mailed to Society directors, were approved.

Copies of the proposed budget for 1990 were distributed and reviewed. Mr. Durrence, chairman of the Finance Committee, reported that the Committee had met in September to begin planning the budget, and that the proposed budget is a result of committee review. During the ensuing discussion, it was noted that the budget is based on an anticipated increase in membership of 207 (10 percent) and the receipt of \$9,000 from Vantage Travel for the spring 1990 tour to Portugal and Spain. Mr. Durrence observed that the Society will know in the first quarter if projected revenue from the tour will actually be realized so adjustments to expenditures can be made early in the fiscal year. Dr. Colburn asked that future budgets and monetary reports include references to the unrestricted funds. After

further discussion, the motion to approve the budget was tabled. A motion was approved that the Finance Committee meet at the end of the first quarter of 1990 to review the budget and adjust expenditures to fit actual income.

Mr. Brian noted that Eugene Lyon, Henry Green, and he had been asked to develop appropriate financial procedures and controls, and that Dr. Lyon had mailed the directors recommendations. Mr. Durrence stated that the recommendations had been utilized by the Finance Committee in the budget review, and that they have been referred to the Policies and Procedures Committee.

The debt to the University of South Florida was discussed. Mr. Brian and Dr. Colburn both noted that some past board members are uncertain there is a real debt, as at the time there was no written agreement concerning the payment of telephone bills. Dr. Wynne reported that the debt is for equipment, as well as telephone services, over a seven- or eight-year period, and that the telephone debt was discovered when the University's books were being audited. Prior to that time, the Society was unaware that telephone bills were the responsibility of the Society. Dr. Wynne reported that the Society is paying \$500 monthly to reduce the debt, that the University has indicated it is legally unable to forgive the debt, and that Milton Jones, the Society's attorney, recommends that the Society repay the University. A motion was made that the Society work to get a line item into the next state legislative budget to forgive the debt. The motion was discussed and approved by voice, with one dissenting vote. The motion to approve the 1990 budget was reintroduced and approved.

The proposal that the Society deaccession the Audubon prints and the Bard painting was discussed. Mr. Dillon distributed a report prepared by the Library Assessment Committee recommending that they not be sold. Mr. Durrence outlined a proposal he had investigated that, if the prints and painting should be deaccessioned, they could be given to the Museum of Florida History in exchange for the state of Florida's forgiveness of the debt to the University of South Florida. A motion was made and approved that the board accept the Library Assessment Committee's recommendation that the prints and painting not be deaccessioned and that when funds become available the Society restore them. Mr. Dunn asked members of the Library

Assessment Committee to make suggestions for procedures for the loan and display of these objects.

Mr. Dillon noted that the Library Assessment Committee had reviewed the acquisitions procedures outlined in the Policies and Procedures handbook and found them to be a good basis on which to work, although probably needing some revisions. Dr. Wynne asked the committee to give particular attention to the collections procedures when the process of formalizing the handbook continues.

The meeting was briefly recessed for lunch, and resumed with the publications reports. In the absence of editor Samuel Proctor, Dr. Wynne distributed the *Florida Historical Quarterly* written report. Dr. Wynne announced that the most recent issue of the *Florida Historical Society Newsletter* was at the printer. The *Newsletter* has some format changes, due to the acquisition of a laser printer, and slightly larger type to make it easier to read.

Dr. Wynne reported on progress on *Florida Portrait* and referred board members to the information that had been mailed earlier. He observed that the Publications Committee had selected Pineapple Press to publish the book. He also noted that Tampa General Hospital will contribute \$5,000 for its page in the sponsors section, that a sample chapter will be laid out by February, and that Pineapple Press is also preparing a dummy cover for use in advertising and public relations.

The retail price for *Florida Portrait* will be \$29.95. The standard discount to book dealers is 40 percent; book sponsors will receive a 20 percent discount; and Pineapple Press and the Society will split the profits. Pineapple Press will fund a reprint with a 10 percent royalty for the Society.

Dr. Wynne suggested that the Society prepare a cookbook as an incentive for membership and fund raising. Society members would be encouraged to submit recipes, and the cookbook could be printed on demand using the laser printer, photocopier, and spiral binding. The idea was briefly discussed, and Dr. Wynne was asked to investigate his idea and to report on its feasibility to the directors.

Dr. Wynne reported that the membership continues to grow, and he urged the board to recruit new members. Mr. Durrence suggested that the Society promote gift memberships, and Dr. Colburn asked if local historical societies could help in recruitment. Dr. Wynne reminded the board that Stuart McIver is

writing a 3,000-4,000 word history of the Society for a membership brochure.

Mr. Brian informed the board on the Confederation program for May 1990. It will include sessions on volunteerism, the new state grants program for history museums, and other topics. He observed that some are questioning the Confederation's role in light of the overlapping and stronger roles the Museum of Florida History and the Florida Museums Association are taking in the state. Mr. Brian suggested that the Confederation's function might be better served as a standing committee within the Society structure. President Dunn will appoint a committee to meet with representatives of the Confederation board and consider future directions for the Confederation. Mr. Brian urged members to submit nominations for the Confederation awards program.

The effectiveness of the History Fair was discussed, and the following concerns were brought out: the History Fair needs a full-time coordinator, but funds are not currently available for such a position from either the Museum of Florida History or the Society; the History Fair has not generated income or new members; local school support varies; and the Florida Department of Education has expressed no interest in supporting the History Fair. A motion was made and seconded to end Society involvement in the History Fair after the 1989-1990 school year. An amendment was added to the motion to reconsider sponsoring the History Fair if the state of Florida or other funding sources provide support. The motion was approved by voice, with one dissenting vote.

Mr. Latour reported that Helen C. Ellerbe wants to make a gift of stock to the Society to establish a \$500 annual award for high school essays in Florida history, beginning in May 1990. Her father, Frederick C. Cubberly, was president of the Society in 1932, and the award would be in his name. A motion was approved to create a committee to consider the proposal, meet with Mrs. Ellerbe, and develop procedures. Mr. Dunn appointed Kathleen Arsenault, Dr. Colburn, Mr. Latour, Dr. Wynne, and himself to the committee.

Dr. Wynne announced that the President's Prize has been renamed the LeRoy Collins Prize for graduate students and the Caroline Mays Brevard Prize for undergraduate students. Announcements and flyers have been distributed.

Mr. Dunn proposed that the Society sponsor a plaque award for local media. The Florida Press Association and the Florida Association of Broadcasters would provide publicity for the award. In the ensuing discussion, it was noted that the Society had presented awards in previous years, and that the Confederation awards could be given to journalists, although none are specifically for media only. A motion was passed approving the proposal.

On behalf of local Pensacola societies, Dr. Coker extended an invitation to the Society to meet in Pensacola in 1993, which will be the 300th anniversary of the founding of that city. A motion was approved to accept the invitation.

Preparations for the 1990 meeting in Tampa were discussed. Points mentioned included the following: Raymond Arsenault has arranged a tentative program that should be final by the end of January; to fit all of the speakers into the program, there will likely be concurrent sessions; the Confederation will meet on Thursday at the Tampa Museum of Science and Industry.

A motion was approved that the board begin its meeting at 2:00 p.m., Thursday, May 10, 1990. A motion was approved to increase registration for the annual meeting by \$5.00.

Mr. Shuh announced that he had received two responses to the proposed bylaws changes that he had mailed to board members. One suggested that Article III, Section 7, be changed to "without advance approval from the president." The other suggested that Article II, section 6, be changed to "full term." A motion was approved to accept the bylaws changes including the two revisions. The proposed changes will be submitted to the full membership at the 1990 annual business meeting.

Mr. Dunn announced that he had appointed Stuart McIver, Joe Knetsch, Larry Durrence, Jean Roach, and Olive Peterson to the Nominating Committee. He urged members to submit names to committee members. Mr. McIver noted that the committee will submit a slate in March.

Mr. Durrence reported for the Policies and Procedures Committee that he had received twenty recommendations for revision, and he thanked the committee members for their efforts. A motion was passed to approve the manual with the changes.

Mr. Dunn remarked that he will prepare a written evaluation

of the executive director's performance for the May meeting. Members were asked to send comments in writing to Mr. Dunn.

The board discussed the idea of a planning retreat to consider policies and goals. Mr. Dunn will appoint a committee to draft some long-range goals and consider the future of the Society. Then, if deemed necessary, the board will follow with a retreat.

Dr. Coker announced that the Gulf Coast History and Humanities Conference has been set for October 3-5, 1991, at the Pensacola Hilton. The theme will be discovery and exploration on the Gulf coast. He invited the submission of papers.

Mr. McIver announced that the Historical Museum of Southern Florida has started a new magazine, *South Florida History Magazine*, and asked for articles relating to the history of south Florida.

Dr. Wynne announced that the joint meeting of the Florida Historical Society, Georgia Historical Society, and Alabama Historical Society has been set for October 4-6, 1990, at St. Augustine.

Dr. Green asked that the Society officially recognize the Mosaic project. A motion was approved to recognize Mosaic in the form of a resolution.

The meeting was adjourned at 1:50 p.m.