



UNIVERSITY *of* WEST FLORIDA

HISTORIC TRUST

BRINGING HISTORY TO LIFE

Monday

January 24, 2022

**MEETING OF THE
BOARD OF DIRECTORS**



UNIVERSITY *of* WEST FLORIDA
HISTORIC TRUST

AGENDA

January 24, 2022

Noon

1. Opening of Meeting/Introductions
 - a. Attendance Roll
2. Public Comments
3. Approval of Minutes
 - a. Board of Directors Meeting: November 22, 2021
4. Additions to the Agenda
5. Adoption of the Agenda
6. University Update – Dr. Martha Saunders
7. Advancement Report - Mr. Howard Reddy
8. Executive Director Report – Mr. Robert Overton
9. Treasurer’s Report – Mr. Charlie Switzer
10. Committee Reports and Recommendation
 - a. PMA Board Report - Mr. Edward Tisdale and Mr. Nick Croghan
 - b. Property and Collections Committee - There was no December meeting
 - a. Hurricane Repairs Update - Ross Pristera
11. Old Business
 - a. America's First Settlement Trail - Informational Michael Carro
 - b. Bootleg Ball - Informational
12. New Business
 - a. UWF Historic Trust Community Day - Sheyna Marcey
13. Chair’s Comments
14. Adjournment
 - a. Next meeting: March 21, 2022



UNIVERSITY of WEST FLORIDA
HISTORIC TRUST

**Minutes of the Meeting of
November 22, 2021**

DIRECTORS PRESENT: Mr. Collier Merrill, Mr. Scott Barrow, Mrs. Suzanne Lewis, Mr. Charlie Switzer, Mr. David Luttrell, Mrs. Pamela Schwartz, Dr. Amy Mitchell-Cook, Dr. Della Scott-Ireton, Mr. Edward Tisdale, Dr. Edward Tisdale, Mr. John Peacock, and Ms. Noemi Gaytan.

DIRECTORS ABSENT: Mrs. Teri Levin

STAFF PRESENT: Robert Overton, Howard Reddy, Nicholas Croghan, Anna Wall, Ross Pristera, Wendi Davis, and Amy Eve.

INVITED GUESTS PRESENT: Logan DeVries and Jessica Scholl.

PUBLIC PRESENT: Mr. Ed Hansen.

1. **Opening of Meeting:** Vice-Chair Barrow called the meeting to order at 12:10 p.m. The presence of a quorum was noted. Chair Merrill joined the meeting at 12:15.
2. **Public Comments / Questions:** None
3. **Approval of Minutes:** Mr. Peacock motioned to approve the minutes and Mrs. Lewis seconded. They were approved unanimously.
4. **Additions to the Agenda:** None
5. **Adoption of the Agenda:** The agenda was adopted with UNANIMOUS approval.
6. **Advancement Update:** Mr. Reddy reported on giving and shared notable donations to the University. He added that the Alumni board giving is at 100 percent and he asked the HT board to consider gifts if they have not already and he thanked a few board members present for their generous contributions. He also shared the sad news of Barbara Goggins passing. She has always been an avid supporter of the Trust and she will be sorely missed.
7. **Executive Director Report:** Mr. Overton shared his report. He noted that Mrs. Adrienne Walker had her son in early November and is out on maternity leave. Ms. Marcey is currently helping cover Arcadia Mill while she is out. We have also restarted school tours in the Historic Village with some difficulty as we are still low on student staff to assist. We are actively working to hire more part-time OPS. He shared the Holiday hours noting closures on Thanksgiving and

Christmas but we plan to open the museums during the break. We will also close on New Year's Day. Mr. Overton also reported that he and staff have been working on the Bruce Beach interpretive signage project consulting with the City's architectural consultant, SCAPE and there is a lot of history there to tell. Mr. Peacock suggested we take an interest in supporting improvements there before encouraging recreational access, Mr. Overton also informed the board that we will begin revamping the Bowden classroom in January for a much needed update to the spaces. He reported that our Legislative funding request is being submitted through the economic development committee and we are hopeful this moves through as we are currently receiving far less state funding now than we did 20 years ago. He added that he and Mr. Pristera are working with Michael Carro on a downtown walking trail and Mrs. Lewis commented that as the community has a serious lack of wayfinding that is very good news but we need to ensure that the downtown infrastructure is improved before we invest heavily in a path that is not cohesive with a larger community plan. She suggested seeking out some funding for this and perhaps leading workshops etc. Mr. Overton shared that we are also currently working through the internal audit as a University DSO with Crowe and we are in the process of revising the questionnaires now. We are also moving closer to being able to close Zaragoza Street and are examining costs now. We are working through multiple projects and despite a heavy workload our staff has been diligent and he is thankful.

8. Treasurer's Report: Mr. Charlie Switzer presented the Income Statement and Balance Sheet for October. Total Income October: UWFHT's income for the month was \$137,382.08 and expenses were \$67,371.80 which resulted in a monthly income over expense of \$70,010.28 and year to date income over expense of \$130,071.66. Our admissions continue to rise as operations return to normal. Our Haunted Tours were a success and our school programs are increasing as well. Expenses for October were in line with projections and included costs related to new exhibitions installed at the PMA and throughout the Trust and we also paid for our annual audit as well. We continue to work to increase programming and limit expenses across the board as we look to replace lost funding but we are hopeful due to the increase in visitation and earned revenue. Mrs. Lewis motioned to accept the report and Dr. Mitchell-Cook seconded the motion. The Treasurer's Report was approved unanimously.
9. Committee Reports and Recommendations:
 - a. PMA Board Report: Mr. Tisdale called on Mr. Croghan to report on the PMA. Mr. Croghan shared that the new banner is going up on the Main street facade and new plants are going in to improve the aesthetic of the PMA exterior. He also shared the news that Ms. Caitlyn Cooney is leaving the PMA in early December and we will miss her. We plan to hire a temporary staff member until we can work through the process to bring in a more permanent position within a few months. Programming and exhibition installs continue and we have exciting things on the horizon.
 - b. Property and Collections Committee (PCC) Report: Mr. Luttrell reported on the PCC meeting.

- i. Mr. Luttrell shared the Gifts and Loans. He made a motion for approval of the suggested lists and Mr. Peacock seconded. The gifts and loans were approved unanimously.
- ii. Hurricane Update- Mr. Pristera reported that the majority of the repairs from Sally have been completed. He has worked closely with the University and the final few projects are very close to completion.
- iii. ARB Update - Ross Pristera shared that the train covering has been given conceptual approval and is moving forward.
- iv. Hansen House - Mr. Overton followed up on the Hansen house gift reported at the previous meeting. The draft agreement had some unresolved components and he has worked with Mrs. Scholl and Mr. Hansen to finalize an agreement. The term of the ownership was being determined along with repairs needed at the home. Mr. Hansen would like help with a new roof for the structure as well. As this is not an imminent gift but a planned gift, the board noted that we would not be able to spend state money on a structure we do not own. The board supported the 20 year term of the gift with the agreement that we could extend our continued ownership until 2062 as long as the house could generate enough revenue to sustain itself. With this in mind the board supports the committee recommendation to accept the planned gift on those terms. Mr. Luttrell made a motion to accept the gift under the terms discussed, Mr. Tisdale seconded, and the motion carried. Mr. Overton will follow up if this is all agreeable to Mr. Hansen and able to move forward.

10. Old Business:

- a. Wentworth project update - Dr. Jamin Wells was unable to attend the meeting but shared a written update, which Mr. Overton read to the board. Dr. Wells Statement: "The Wentworth family held an apology service at the Maritime Park this last weekend and there was a good community response. He is working through recontextualizing the data included in his final report and research is ongoing.
- b. Romana Street Warehouse - Mr. Overton shared with the board that we invested over \$200,000 in the warehouse on Romana Street six years ago to make it into our collections storage area. The Florida Institute of Human and Machine Cognition, IHMC has approached us in the past to purchase the building but we were never able to complete any transactions as it is owned by the state. IHMC has expressed interest in our warehouse once again. This time they have offered to partner with UWF's CyberSecurity program to use this space for a secure cyber location. We can consider this but we will need suitable storage space for our Collections and to be made solvent for our investment in the space. We have asked Mr. DeVries to search for suitable collections storage space in the meantime. Mrs.

Lewis noted that IHMC should search for a replacement space and approach us as opposed to us doing the extra work of searching. We have given them the specs and requirements of what we will need as an alternative. Discussions are ongoing.

- c. Bootleg Ball - Staff is working with the events committee chair Mrs. Teri Levin on plans for our upcoming fundraiser, The Bootleggers Ball we will hold on January 15th in MOC. We are seeking sponsors and are looking forward to what is shaping up to be a vibrant event.
- d. Conflict of Interest Forms- It is time to update our Conflict of Interest forms for board members. Ms. Eve has provided you all with the updated forms if you could all please submit them to her as soon as possible.

11. New Business:

- a. Historic District Boundaries - Mr. Luttrell and Mr. Pristera discussed the boundaries of the Palafox Historic Business District and shared concern that the Old Train Depot is not in a review district. They are recommending adding it to this district in order to protect it. In order to do so, we will need to present a letter from the board to the city council. If supported it would go to the ARB for boundary adjustment. It would add an extra layer of protection to the building and the city as well. The board also suggested examining any other unprotected structures or properties that we would recommend for inclusion as well. The board supported this idea and Mr. Pristera will follow up with updates.
- b. Interpretive Master Plan Update- Mr. Overton shared the Interpretive Master Plan we have been working through for the last few years and noted the progress we have made despite setbacks. We are pleased with how far we have come and just how much of the plan we have implemented or have in progress.
- c. America's First Settlement Trail - Mr. Overton referred back to his report and added that he will update the board as this progresses.

12. Chair's Comments: Mr. Merrill thanked attendees and wished them Happy Holidays.

13. Adjournment: The meeting was adjourned at 1:24 p.m.

Chairman / Officer

ATTEST: _____
Robert J. Overton, Jr. – Executive Director

Visitation Report

December, 2021

Historic Pensacola	Current Month December, 2021	YTD 2020/21	YTD 2021 - 2022
Schoolchildren	289	0	833
Birthday Parties Attendees	90	0	120
Special Programs Attendees	0	1489	0
Private Tour Attendees	0	0	14
Special Event Attendees	4307	15484	37694
ONSITE Admissions	1964	1322	15208
TOTAL	6650	18295	53869
Online Admissions Total	203	0	1444
Pensacola Museum of Art			
Schoolchildren	0	0	0
Birthday Parties Attendees	0	0	0
Special Programs Attendees	10	185	0
Special Event Attendees	339	77	815
ONSITE Admissions	440	3713	3233
TOTAL	789	3975	4048
Arcadia Mill			
Scheduled Tour Attendees	0	0	36
Site Visitors (Mill & Homestead)	695	5082	5507
Special Program Attendees	0	0	62
Tickets Sold	26	307	333
TOTAL	721	5389	5,938
GRAND TOTAL	8160	27659	63855

Treasurer's Report

MEMORANDUM

TO: UWF Historic Trust Board of Directors

FROM: Charlie Switzer, Treasurer

SUBJ: Treasurer's Report

DATE: January 24, 2022

Following this Memo is the December Income Statement and Balance Sheet for the UWF Historic Trust.

Total Income December: \$ 65,297.46
Total Expense December: \$ 38,563.59

The UWFHT had a monthly income over expense of \$26,733.87 and a year to date income over expense of \$209,371.92. This month we continued to see the increase in admissions income and we received grant income we were recently awarded. We also generated some revenue from the Bootleg Ball we had planned for January that has now been postponed to April 2nd. We have begun holding birthday parties in the Children's Museum and are again bringing in school tours for the Historic Village and these incomes are reflected as well. We will be looking at increasing budget lines for a few areas moving forward to reflect current spending needs for programs and operations.

**UWF Historic Trust
INCOME STATEMENT**

For Month ending December 31, 2021

	Year to Date		Budget	Year to Date		Budget
	Dec 2020	Dec 2020	2020/2021	Dec 2021	Dec 2021	2021/2022
INCOME						
3005 · ADMISSIONS	1,820.00	15,379.00	130,000.00	17,244.00	124,001.16	96,700.00
3006 · BIRTHDAY PARTIES	0.00	340.00	3,500.00	1,312.50	2,625.00	2,000.00
3200 · EDUCATION PROGRAMS	2,364.00	3,743.58	29,000.00	3,040.00	9,640.00	8,800.00
3300 · CITY/COUNTY FUNDING	0.00	0.00	202,400.00	0.00	53,396.26	202,400.00
3310 · ESC COUNTY SCHOOL FUNDING	0.00	10,000.00	21,000.00	0.00	0.00	13,000.00
3320 · SPECIAL PROGRAMS: Ghost tours, Camp, etc	0.00	8,694.00	23,500.00	3,000.00	24,034.00	15,000.00
3350 · GRANT INCOME - Operating Support	0.00	3,748.00	25,000.00	16,857.00	82,084.39	25,000.00
3380 · PARKING	0.00	22,852.89	18,000.00	0.00	12,000.00	30,500.00
3400 · MUSEUM STORE	1,374.76	6,025.61	30,000.00	3,546.25	24,628.47	20,000.00
3500 · LEASE/BUILDINGS	8,830.01	57,595.92	130,000.00	15,362.58	90,599.14	131,000.00
3505 · RESIDENTIAL LIFE FACILITY	0.00	0.00	0.00	0.00	3,910.40	0.00
3510 · RENTALS/SHORT-TERM	6,817.00	56,501.53	127,000.00	3,910.40	102,376.07	139,000.00
3560 · DONATIONS	408.60	729.02	3,000.00	1,024.73	13,072.80	5,000.00
3570 · RESTRICTED GIFTS	0.00	0.00	11,000.00	0.00	0.00	11,500.00
3590 · RESTRICTED INTEREST-VEAL	0.00	0.00	220.00	0.00	0.00	225.00
3600 · EARNED INTEREST	0.00	0.00	100.00	0.00	0.85	100.00
3800 · SHORTAGE/OVERAGE	0.05	-0.77	0.00	0.00	0.05	0.00
Total Income	21,614.42	185,608.78	753,720.00	65,297.46	542,368.59	700,225.00
EXPENDITURES						
4110 · CONSULTING SERVICE	2555.00	6707.50	14,500.00	195.00	5722.00	13,000.00
4113 · PAYROLL	9000.00	48000.00	107,000.00	0.00	25000.00	84,000.00
4115 · MUSEUM-STAFF	2130.00	7090.00	24,500.00	5317.00	15454.00	21,200.00
4120 · AUTO EXPENSE ALLOWANCE	600.00	3600.00	7,200.00	500.00	3000.00	6,000.00
4130 · INSURANCE & SURETY BONDS	1245.30	9144.30	19,300.00	0.00	8892.00	19,300.00
4133 · PROPERTY MGMT	759.00	4546.30	12,000.00	754.60	5696.98	10,000.00
4135 · AUDITING	0.00	13000.00	13,000.00	0.00	13315.00	13,000.00
4136 · PROPERTY TAX	0.00	679.16	750.00	0.00	0.00	700.00
4155 · POSTAGE/FREIGHT/EXP.MAIL	44.00	729.88	4,500.00	30.72	2699.86	3,500.00
4160 · PRINTING & DUPLICATING	691.50	1287.50	19,100.00	547.00	3850.99	14,000.00
4175 · DUES/SUBSCRIPTIONS	1770.00	4705.00	11,000.00	160.00	2128.90	9,000.00
4176 · MEMORIALS	0.00	0.00	500.00	80.84	80.84	300.00
4180 · ADVERTISING	786.90	9935.18	37,000.00	4926.60	29238.34	37,000.00
4200 · EDUCATION PROGRAMS/SUPPLIES	915.17	5894.25	32,150.00	2708.12	7920.61	22,600.00
4210 · MUSEUM STORE PURCHASES	924.60	3834.87	18,500.00	559.97	9717.73	10,000.00
4215 · SPECIAL PROGRAMS: Ghost tours, camp, etc.	0.00	1306.14	11,900.00	79.82	894.55	5,200.00
4225 · AWARDS/OTHER	2350.00	2350.00	5,500.00	2650.00	2650.00	3,500.00
4250 · TELEPHONE	226.58	1351.82	2,000.00	226.50	1279.45	2,000.00
4253 · WATER	21.47	1114.96	3,000.00	25.91	401.18	3,000.00
4275 · UTILITIES	2509.12	24258.18	65,000.00	3407.82	46483.70	150,000.00
5000 · TRAVEL EXPENSE	75.00	766.07	15,000.00	0.00	935.15	7,500.00
5100 · OFFICE CHARGES/EXPENSES	280.23	1884.79	17,000.00	560.79	6047.39	15,000.00
5250 · SPECIAL EVENTS	61.64	990.52	23,300.00	1183.30	5737.17	6,500.00
6000 · EXHIBITS/COLLECTIONS/CURATORIAL	2668.73	33281.73	100,000.00	3201.04	39029.21	50,000.00
6100 · BLDG/MAINTENANCE & SUPPLIES	1286.56	27582.79	33,500.00	2398.39	26867.96	33,500.00
6135 · CEMETERIES	4313.05	55427.07	70,000.00	6821.08	39424.05	70,000.00
6175 · INDEPENDENT CONTRACTOR	8504.36	20730.86	81,520.00	2229.09	30529.61	85,425.00
7800 · OCO/OTHER CAPITAL OUTLAY	616.55	616.55	5,000.00	0.00	0.00	5,000.00
7900 · GRANT EXPENSES - MATCH	0.00	0.00	0.00	0.00	0.00	0.00
Total Expense	44,334.76	290,815.42	753,720.00	38,563.59	332,996.67	700,225.00
NET INCOME	-22,720.34	-105,206.64		26,733.87	209,371.92	
7900 · GRANT EXPENSES *	950.00	18,700.00	65,000.00	0.00	9457.46	21,500.00
8000 · CURRENT YEAR RESERVES	0.00	0.00	0.00	0.00	0.00	0.00

UWF Historic Trust
Balance Sheet
 As of December 31, 2021

Dec 31, 21

ASSETS

Current Assets

Checking/Savings

102000 · CASH/MUSEUM CHANGE FUND	1,385.00
103000 · OPERATING ACCOUNT - REGIONS	359,209.38
103100 · SAVINGS/RESERVES - REGIONS	50,494.84
103300 · PMA TEMP RESTRICTED - REGIONS	33,996.61
103700 · ST. MICHAEL'S - REGIONS	88.43
106200 · HANCOCK BANK CD/OCC REPAIRS	140,732.28
106601 · PNC CD/VEAL AWARD	38,774.44
108000 · FOUNDATION INVSTMNT ACCNT-ENDOW	1,280,022.65
108249 · PMA Collections Endowment - UWF	50,000.00

Total Checking/Savings 1,954,703.63

Accounts Receivable

11000 · ACCOUNTS RECEIVABLE	850.00
11001 · AR - Short Term Rentals	21,111.20
117000 · ACCOUNTS RECEIVABLE-INTEREST	131.25

Total Accounts Receivable 22,092.45

Other Current Assets

112000 · DUE FROM UNIVERSITY	50,386.00
113001 · DUE FROM UWF FDN DONOR/MEMBER	0.00
113008 · Due from Arcadia Mill	0.00
113009 · Due from UWF FDN - PMA Member	0.00
116000 · OTHER RECEIVABLE-NAI HALFORD	15,227.08
118000 · PRE-PAID INSURANCE	11,306.64
122000 · INVENTORY - ARCADIA MILL	2,277.81
125000 · INVENTORY OF STORES (HPV)	97,982.63
129000 · INVENTORY - PMA	6,219.08

Total Other Current Assets 183,399.24

Total Current Assets 2,160,195.32

Fixed Assets

130000 · LAND	1,010,660.00
131000 · BUILDINGS	5,222,917.59
132000 · FURNITURE AND EQUIPMENT	419,139.80
133000 · FURNITURE, FIXTURES & EQUIP-PHS	9,085.00
134000 · FURNITURE & EQUIPMENT/TTW	8,011.48
134500 · FURNITURE & EQUIPMENT-BARKLEY	17,488.92
134900 · FURNITURE, FIXTURES & EQUIP-PMA	63,973.79
135000 · ACCUMULATED DEPRECIATION	-2,614,034.42

Total Fixed Assets 4,137,242.16

Other Assets

141000 · HISTORICAL PROP/ANTIQUES	125,247.59
149000 · PMA Collection	123,966.27
151000 · Utilities Deposits	834.47

Total Other Assets 250,048.33

UWF Historic Trust
Balance Sheet
 As of December 31, 2021

	Dec 31, 21
TOTAL ASSETS	6,547,485.81
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
200000 · ACCOUNTS PAYABLE	11,108.13
Total Accounts Payable	11,108.13
Credit Cards	
110003 · Regions Credit Card	3,257.62
Total Credit Cards	3,257.62
Other Current Liabilities	
201500 · DEFERRED GRANT	10,000.00
201551 · Holding - AME Zion Mag Cem	3,115.69
201560 · Due to - Cemeteries Spc Prjcts	7,000.00
201700 · SALES TAX PAYABLE	
25500 · SALES TAX PAYABLE - WFHPI	218.98
201700 · SALES TAX PAYABLE - Other	0.00
Total 201700 · SALES TAX PAYABLE	218.98
216100 · PPP Loan	278,690.00
221000 · RENTAL DEPOSITS	66,670.13
221200 · Deposit - Parties and Tours	0.00
221500 · RENTAL DEPOSITS-LONG-TERM LEASE	15,754.42
Total Other Current Liabilities	381,449.22
Total Current Liabilities	395,814.97
Total Liabilities	395,814.97
Equity	
Opening Bal Equity	199,222.40
Retained Earnings	2,857,246.31
296000 · FUND BALANCE/UNRESTRICTED	2,671,237.35
297000 · FUND BALANCE/TEMP. RESTRICTED	143,788.00
297550 · Fund Balance/Temp Rest/PMA Acc	24,872.00
298000 · Fund Balance/Perm Restricted	57,500.00
299550 · Fund Balance/Brd Des/PMA Collec	43,430.00
Net Income	147,014.12
Total Equity	6,144,310.18
TOTAL LIABILITIES & EQUITY	6,540,125.15

Pensacola Museum of Art
Board of Directors Meeting
December 16, 2021 Minutes

Board Members Present: Mr. Edward Tisdale, Dr. Patrick Rowe, Mrs. Teri Levin, Mrs. Betty Roberts, Mr. James Hosman, Mrs. Susan Ragan, Mr. Andrew Spencer, Mr. Chris Heaney, Mr. Scott Warren, and Mrs. Connie Crosby.

Board Members Absent: Mrs. Nancy Greenfield, Mrs. Tracey Bryars, Dr. David Earle, Mrs. Sue Sherrill, Mr. John Markowitz, Mrs. Teresa Dos Santos, Mr. Brian Spencer, Mrs. Kathi Gordon, and Dr. Steve Brown.

Staff Members Present: Mr. Robert Overton, Mr. Nick Croghan, and Mrs. Anna Wall.

Public Present: None

Opening of Meeting: Mr. Tisdale called the meeting to order at 4:11 p.m.

Review of Minutes: The minutes from the meetings on October 21, 2021, were presented, and no corrections were noted.

Historic Trust's Executive Director's Report: Mr. Robert Overton reported visitation numbers since returning from the Pandemic. In November, the first school field trip and the Great Gulf Coast Arts Festival were held. The Pensacola Museum of Art was granted funding from GGCAF for *CUBED Live Mural Painting* in Museum Plaza. Visitation numbers are up 26% since last year but still under 40% since before Covid. Mr. Overton also reported on the projects that UWFHT is working with the city on, including the Scape project focusing on Bruce Beach's development, the Pensacola Outdoor Project's expansion with Holly Benson. UWFHT's 2015 interpretive plan had ideas for making the crosswalk from museum plaza to the village pedestrian-only. The last UWFHT Board of Directors' meeting discussed covering the historic train to create a nice outdoor event space. Mrs. Barbara Goggins donated \$400,000 to help fund the project.

PMA Director's Report: Mr. Nick Croghan reported on the new Pensacola Museum of Art website, the new Main Street banner, and the updated Jefferson St. landscaping. PMA was awarded Best of the Coast for best Art Gallery/Museum and a finalist in PNJ's Best of the Bay. The museum's most recent news features were *Exhibition Showcase* in InWeekly's October issue, and *We are not a Movement We are Motion Itself* in the November magazine. Upcoming features will include an article in VIP Pensacola for January and through the ACE Vacation Artfully Campaign, which goes through April 2022. Mr. Nick Croghan reports on the education department's end-of-year with Mrs. Caitlyn Cooney taking another position at the beginning of December and leaving the PMA on good terms. She is still helping with our New Year letterpress cards and will be a future sponsor for Spooktacular. Beginning in the new year, the plan is to hire a temporary Curator of Education while a regional search occurs. The goal is to have a full-time replacement in the open position by the new fiscal year. Three interviews are currently scheduled for next week. For the upcoming year in Education, the Next Generation Homeschool Art Classes have already filled up for spring, so Mr. Croghan and Mrs. Wall will be opening a second section. The Pensacola Museum of Art has had recent event rentals with a wedding and a holiday party for the Bread and Table Club. We received the Nemours Sponsorship from the memorial for Mrs. Barbara Weeks.

Councilwoman for District 5, Teniadé Broughton, helped with the Highlights in Black event. Over 300 people attended this event with many first-time visitors. We received a \$1,000 donation to support the organization from this event. For the upcoming events, there will be the Bootleg Ball: Spirits of the Speakeasy on Saturday, January 15, 2022, from 7-10 PM at the Museum of Commerce. Mr. Nick Croghan had tickets available for sale at tonight's meeting. The details include: 20's themed dress, light hors d'oeuvres, live band and DJ, professional dancers, multiple bars set up around the event (main and VIP), and prohibition photo opportunities. UWFHT hopes to cap the event at 200 tickets sold. Mr. Nick Croghan reported on the GGAF funding application to support 4 new murals for *CUBED Live Mural Painting*. Mr. Robert Overton already announced that PMA received the award. This will be part of the UWFHT's Community Day on March 5th and will coincide with the Member's Show Drop-off event. We received the formal date to submit our final, updated report for AAM Accreditation. The final report is due to the program staff by April 15, 2022, to review at their June 2022 meeting. It must detail the progress on all issues made in the interim. The Action Plan moving forward is that in January 2022, PMA Staff will review the updated 2022-2027 PMA Strategic Plan with the PMA Executive Committee. In February 2022, the 2022-2027 PMA Strategic Plan will be presented to the PMA Board for approval. In March 2022, the 2022-2027 PMA Strategic Plan will be given to the UWFHT Board for endorsement. Mr. Croghan, Mrs. Wall, and the PMA staff would like to discuss hosting some sort of recognition memorial for Mr. Mike Bass.

PMA Curator's Report: Mrs. Anna Wall reported school tours returning and Youth Art Focus starting January 21. She asked for volunteers to assist in these programs since they are still looking for an Education Director to fill in for Ms. Cooney. Mrs. Wall discussed the 2022 exhibition schedule. They received 26 applicants for the stairway exhibitions, and Cindy Leung was chosen. Her proposal addressed the duality of her Chinese/English upbringing with ceramics and videos, and that is planned for summer 2022. Another exhibition will be, *Into the Mirror* by Carrie Ann Baade. It will open at the Member's Show and last from March 11-May 29, 2022. *America's Everglades: Through the Lens of Clyde Butcher* will be open June 10-Sept. 18, 2022. It is a large-scale everglades exhibit that will be in the upstairs galleries. Mrs. Pam Schwartz donated some of Clyde Butcher's earlier work to the collection in preparation. *Séance: Photographs* by Shannon Taggart will be open from September 16 to December 4, 2022. The show just closed in Baltimore, and it features spiritualist communities throughout America and Europe. It will be open around the same time as the UWFHT's Ghost Tours and Séance event. Mr. Nick Croghan and Mrs. Anna Wall are interviewing for VIP Pensacola's January's magazine.

Treasurer's Report: Financials are up for the UWFHT with a total Income for November of \$77,263.32. In regards to the budget, expenses are starting to get smaller according to November with \$37,596.09. The UWFHT had a monthly income over expense of \$39,667.23 and a year-to-date income over expense of \$179,176.24. This month we continued to see the increase in admissions income, and we also received a grant payment for Arcadia Mill's Hush Arbor program awarded by the FHC. Our expenses are tracking as expected, and we have continued to provide programming to our patrons creatively while remaining watchful of expenses. We are pleased with the growth we are seeing and hope this trend continues in the coming year.

Executive Committee Report: No meeting was held

Collections Committee Report: No meeting was held

New Business: No new business

Chair's comments: Mr. Tisdale thanked the board for participating.

Adjournment: The meeting was adjourned at 4:39 p.m., but members stayed to look at new collection pieces. The next meeting will be held on February 17, 2022.