



Preserving the Past, Enriching the Future

December 11, 2025 Board of Trustees Meeting Minutes-APPRV

ISHS: Janet L. Gallimore, Patricia Hoffman, Annette Polidori, Dax Chizum, Anthony Parry, George Myers, David Matte, Dan Everhart, Sarah Phillips, HannaLore Hein, Mark Breske, Seth Wheeler

Board of Trustees: Bill Buttici, Dr. Amy Canfield, Dr. Cheryl O'Brien, Justin Vipperman, Don Pischner, Mary Ann Arnold, Rick Phillips

Invited Guests: Amanda Harper, DFM, Brooke Dupree, LSO; Alison Davis, Attorney General's Office, Joan Varsek, Governor's Office, Brook Thornton, LKV and Nicole Gallagher, DPW, Jimmy O'Connor, HSA and Jared Garn, Okland

Thursday – December 11, 2025

Idaho State Museum, Idaho Room, 610 Julia Davis Drive, Boise

CALL TO ORDER

ANNUAL ISHS EMPLOYEE TRAINING and YEARS OF SERVICE RECOGNITION

Welcome and Introductions	Dr. Cheryl O'Brien, Chair, ISHS Board of Trustees		
Foundation for Idaho History	Comments from Jessica Anderson, President. FIH Board of Directors		
Remarks & Introduction	Janet L. Gallimore, ISHS, Executive Director, State Historic Preservation Officer		
Guest speaker	Payton McGriff		
Years of Service Awards were presented to the following ISHS staff			
Emily Chivers	5 years	George Myers	5 years
Kimberly Baker	15 years	Patricia Hoffman	15 years
Annette Polidori	25 years		

Bill Buttici, Board of Trustees, District 3 and former Chair was recognized for his time and work with the ISHS Board of Trustees and the Foundation for Idaho History Board of Directors.

Working Lunch followed.

ACTION ITEMS

Audio 01:33:37

For Information: Old Idaho Penitentiary (OIP) Infrastructure and Work Improvements
Brook Thornton, LKV and Nicole Gallagher, DPW presented an update to the OIP project and the necessary improvements to prepare the site for exhibits

Documents presented:

- 1) Floor plan for the OIP administration offices with addition of a ramp into proposed theatre space.
Lighting, power, and electrical update plan for OIP administration building, theatre space, and exhibit space.
- 2) Shirt Factory plan for exhibits, electrical and data room, storage room and lighting plan.
Structural needs include beams, blackout film on windows, interior ramps, mechanical & electrical system.
New walls, fire sprinkler system, raised floor system (1 1/2" allows to run data, av power which allows flexibility on where exhibits can go), secondary exit being added.
Storage room and a small catering area (storage area and space to work).
All areas will receive: new paint, carpet and doors.

Plans have been submitted to DOPAL for approval (timeframe 30 days for approval).

Once approved - advertise for bids & contractors/30 days – One bid/contractor selected project should be under contract within 30 days and approximately under construction by end of March.

Brook Thornton noted they are seeing more bidders on projects. Nicole Gallager noted this project is funded by the PBF.

For Information: Nassal Exhibition Budget Phase 1

Janet L. Gallimore presented the budget overview for the OIP project and a fact sheet on the project.

Gallimore noted that the exhibit phase is a design project and noted how funds will be allocated.

- Phase 1 Production & Construction – Nicole Gallager will be moving this forward for approval. Phase 1 includes: Administration Orientation Theatre, Wardens Office, 27 site wide interpretive panels
- Phase 2 Includes: Cell House, Women’s Ward, City Behind Walls survey gallery.

Janet Gallimore noted that the agency is exploring the potential addition of an interpretive trail component as part of this project. This element has not yet been programmed. The preliminary concept would involve collaboration with the Tribes to develop an outdoor interpretive trail that acknowledges the sacred nature of the land and may include the site and extend to Table Rock. This remains a to-be-determined project.

Audio 01:52:00

For Information: Collections and Archives Stewardship Facility

Jimmy O’Connor, HSA and Jared Garn, Okland gave an update on the status of the Collections and Archives Stewardship facility.

- Okland and HAS are in partnership in the design build stewardship facility.
- Mobilized in mid-September, October removal of trees, and presently preparing for sub-foundation.
- Gas and water line needed to be rerouted, reviews completed and approved. Presently waiting for the contract with DPW to move forward.
- Submittals are being reviewed and approved (submittals – any product going into the building must be approved), working through that process.
- Schedule is going well, concrete foundation and exterior walls work going on through January & February. In March expect to see structural steel in place (through June).

Janet Gallimore noted ISHS would like to have legislator visits sometime in late March and early April if possible.

Audio 02:46:45

APPROVAL OF MINUTES

Action Item: Approve Board of Trustees Meeting Minutes September 18-19th, 2025

MOTION 8.0: Dr. Amy Canfield, Board of Trustees, moved and Justin Vipperman second. To approve ISHS Board of Trustees meeting minutes of September 18-19, 2025. Motion passes unanimously.

Audio 02:47:09

FINANCIAL REPORT

Review First Quarter FY26 Expenditures AND First Quarter FY26 Earned Income – *Attachments*

First Quarter financials were reviewed.

Noted items:

- 25% off Fiscal Year with 75% remaining
- 77.13% personnel remaining
- 76.55% operating expense remaining
- Income: Rentals from sites all doing well, Museum & Old Pen store also doing well.

Janet Gallimore noted:

- If asked, Why do we pay a fee (to get in the museum, Old Pen, archives research). It is because ISHS is state assisted with its budget and ISHS works on being entrepreneurial.

Action Item: Approve Century Farm/Ranch applications for century status

- Kulik Farm, 1917, Filer, Twin Falls County
- McKown Farm, 1907, Potlatch, Latah County

Patricia Hoffman presented two applicants for century status. Both applications fulfill requirements to obtain century status.

MOTION 10.0: Justin Vipperman, Board of Trustees, moved and Mary Ann Arnold seconded. To approve the Kulik and McKown Farm for Century status. Motion passes unanimously.

Audio 02:59:53

Action Item: Approve Bill Butticci as Idaho State Historical Society Trustee Emeritus.

As Bill Butticci's term completes, Dec. 31, 2025, ISHS Board of Trustees discussed and approved Bill Butticci as Idaho State Historical Society Trustees, Emeritus status.

MOTION 11.0: Mary Ann Arnold, Board of Trustees, moved and Rick Phillips seconded. To approve Bill Butticci as ISHS Trustee Emeritus. Motion passes unanimously.

Audio 03:02:22

BOARD REPORTS

Justin Vipperman

- Spoke at City of Twin Falls about the history of Twin Falls
- Meetings with legislators – Don Hall new legislator
- Attended Sister Alfreda Award – Warhawk Air Museum

Don Pischner

- Working on meeting legislators
- Writings being published in Museum of Idaho Quarterly News Report
- Attended County Historical Society meetings

Amy Canfield

- Gearing up for A250, HannaLore Hein coming up in March
- Meeting with Rotary on A250

Cheryl O'Brien

- Mark your calendars Feb. 11, opening of Fourscore and Seven Years Before at the ISM
- June 3, Group tour of exhibit for Trustees and FIH board
- Cheryl, Mary Ann, Jan, Jessica are working on a framework for outreach to legislators. Capturing interaction & ISHS activities with legislators.
- Historic Highway Marker Unveiling at Farragut State Park
- America's Sagebrush Navy events: in north Idaho, Sandpoint, Moscow, Coeur d'Alene
- District Advocate meetings – A250, HannaLore Hein attended, Blackfoot organizing grass roots events
- Call for & presentation on National History Day Judges

Rick Phillips

- Noted he has met with his legislators and sent a card afterwards
- National History Museum – purchased a mobile unit to travel to schools
- Bannock County Historical Society partnered with the Model Railroad Society for an event in which 300+ were in attendance

Mary Ann Arnold

- OIP Campaign – Should hear about the Murdock Foundation grant application this week
- Attended Sister Alfreda Award – Warhawk Air Museum
- Legislator outreach spreadsheet – tracking Boards engagements with legislators
- Boise High School created a Boise High Museum located in the basement of the school

Bill Butticci

- Took over Chair of local museum in Emmette

Discussed having April Outreach meeting in Pocatello.

Audio 02:38:21

EXECUTIVE DIRECTOR REPORT

Janet Gallimore reported on the following:

- ISHS is preparing the agency's budget and JFAC presentation
- Legislative outreach – OIP tour with JFAC members
- Historic Highway Marker program – unveiling at Farragut Park
- State survey results being shared with staff
- Waiting to hear status of the NEH and Murdock Foundation grants

Audio: 12:00

ISHS REPORTS

David Matte, ISA

- Government Records staff working with Gem County Magistrate Court on 1990 criminal records.
- Kempthorne senatorial collection delivered in September and prepared approximately 285 boxes to enter the vault.
- Acquired the J. Gibson 13th Amendment commemorative lithograph through matching donation from Mr. David Leroy.
- Document - Celebrates passage of the abolishment of slavery in 1865.
- Staff performed preservation work, and reframed lithograph, Will be added to Lincoln Legacy exhibit in 2026.
- Governor's Lunch and Archives Tour

Sarah Phillips, ISM

- Final Exhibit Review: *Fourscore and Seven Years Before: Idaho's Connection to the Founding Fathers* (opening Feb. 2026) & *United We Celebrate: Traditions the Bring America Together* (opening March 2026)
- Capitol Curation: Capitol Banners Installed, Garden Level Wings Exhibit: Down on Mainstreet, Historic Treasurers Office: John S. Gray, Statuary Hall: It's a Grand Old Flag
- Education: On-Site k-12 Students Served: YTD: 2,361 / On-Site Homeschool attendees Served: YTD:319
- Statewide Student Reach via Traveling Trunks: YTD: 1,359

Anthony Parry, Old Idaho Penitentiary

- Franklin – Open upon special request for Fall/Winter | 1,371 Artifacts photographed.
- Stricker – Bon & Clara House roof project.
- Pierce – Open upon special request for Fall/Winter | Utilizing digitized oral history tapes for interpretation.
- Old Pen Reimagining: Design Development Phase
- Site Access & Safety Projects: Access Road Replacement – Sally Port to Shirt Factory, Accessibility Ramp to Guard's House, Shirt Factory Exhibition Infrastructure

Dan Everhart, SHPO

- SHPO Staff Statewide Outreach – 2025 - 64 In-Person Visits Outside Boise
- Certified Local Government Program - 34 out of 40 – In-Person Visits
- New Local Partner – City of Rexburg
- 2026 Grants Open Now – Applications Due by January 31
- Highway Historic Markers Program - North Idaho Installation and Farragut Unveiling
- Continued Writing and Editing in Districts 3 and 4
- Fact Finding and Topic Review in Districts 5 and 6

Mark Breske, Marketing and Communications

- See powerpt slide – Brand Sustainability – track of people interested in ISHS (from state of discovery to advocate)

Seth Wheeler, Development & Membership

- NHD Judges recruitment
- Tour of Governor's Vault for WEA auction bidder
- Murdock grant notification early December, NEH notification March

Annette Polidori, Human Resources

- 2025 State Employee Engagement Survey – ISHS overall results positive
- ISHS Action plan submitted to address result of survey

HannaLore Hein, State Historian

- A250 - Managing Task Force Meeting logistics, Launched revised A250 Oral history initiative
- Idaho Women's book pending – investigating self-publishing options, revised Idaho Blue Book (printing underway)

George Myers, Maintenance & Operations

- See powerpt slide for details on projects underway
- **Franklin Historic Site:** FCMI/ZCMI Building, Hatch House, Doney Cabin-repairs commence in 2026
- **Stricker Ranch,** Bon and Clara House reroofing/siding repair: Delayed until Spring 2026
- **Old Penitentiary** concrete/sidewalk/asphalt, and wood repairs/paint

- **Old Penitentiary** Outbuildings-Wood shingle reroof of Cannery and Bull Gang Rest House completed. New deck construction at Butchery starting soon.
- **Idaho History Center:** Exterior roof & stucco/wall repairs, task cost \$819K. ISHS had budget shortfall of \$500K, but DPW has now obtained funding for full amount. Estimate project starting in Spring, 2026. *SPECS IN PROGRESS.*
- **SHPO/Assay Building:** Recent geothermal water main break has been repaired under Deferred Maintenance project task and will not affect ISHS Agency FY budget.
- **Old Penitentiary District:** Tree work completed on 12/1/25. Removed 5 Hornbeams from History Center to be replaced by smaller ornamental trees; Removed 1 larger Oak from Old Pen North wall which was posing a safety hazard. Considering replacement with another.
- **1951 Steam Plant smokestack:** Plans in progress to remove and evaluate stacks for safety.

02:30:43

Dax Chizum reported on budget, operations, and finances.

- Total budget request FY27 \$11,456,000 (approx. 9% decrease from previous years)
- Maintenance only budget

Chizum noted:

- The expense of the ISM collections & ISA Record Center records move to the new stewardship facility was estimated at a total budget of \$950,000 (estimated 2 years ago)
- Idaho State Archives team has reviewed the future move of records with Correctional Industries (Correction Industries estimated a cost of \$96,000).
- RFPs will be go out to bid in January 2026.

ISHS has an interested party in leasing the Warden's House. Lease will increase in cost due to a rise in market rate and value.

For Information: Dates to consider for spring Community Outreach

April/May Community Outreach

- ~~April 8-10 (Wed-Fri)~~ / **April 15-17 (Wed-Fri)** – JG suggested this date (legislators' home by then)
- Amy noted she will be in Pocatello 10th

August Virtual Meeting (AC not available M/W JV not available-T/TH)

- **Aug. 7 (Fri)** / ~~Aug. 14 (Fri)~~ AC cannot do

Noted: USS Idaho Event in Groton, CT scheduled for April 20 and Initial Point event confirmed April 20

CORRESPONDENCE - Assay Grounds- Michelle Butler

BOARD SOCIAL OPPORTUNITY - Trillum – Grove Hotel, 245 S Capitol Blvd, Boise, 208.333.8002

MOTION 18.0 To adjourn the Dec. 11,2025 ISHS Board of Trustees meeting. Motion passes unanimously.

2026 Upcoming Meetings and Key Dates

January 12-Mon	2026 Legislative Session - State of the State Address
January 29-Thur	Bear River Massacre Memorial Event
February 9-11	TBD JFAC invite local Board of Trustees & FIH members to attend – no formal meeting
March 2-3	NCSHPO
March 4	Idaho Day
April/May TBD	Community Outreach
April 21-25	USS Idaho – Groton, CT
April 4-Sat	National History Day State Contest – Idaho – College of Idaho
May 10	Mother's Day celebration – Rock Creek Station & Stricker Homesite
June 4-5-Thur-Fri	Board of Trustees Meeting – Boise & Esto Perpetua Award Ceremony
July 4	Capitol Steps
July 8	Statewide – Boise, Capitol Steps – Reading
Aug. 7	Board of Trustees Meeting – Virtual
Sept. 17-18-Thurs-Fri	Board of Trustees Meeting/Wine Eats Artifacts - Boise

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2026_06_04 BofT Meeting

Dec. 10-11 Thurs-Fri

Board of Trustees Meeting – Boise & Employee Recognition