



Preserving the Past, Enriching the Future
August 7, 2026 Board of Trustees Meeting Minutes-APPRV

ISHS: Janet L. Gallimore, Dax Chizum, Anthony Parry, Tricia Hoffman, Annette Polidori, David Matte, Sarah Phillips, HannaLore Hein, Seth Wheeler

Board of Trustees: Melinda Smyser, Dr. Cheryl O'Brien, Mary Ann Arnold, Justin Vipperman, Rick Phillips, Don Pischner

Invited Guests: Alison Davis, Attorney General's Office, Brook Dupree, LSO, Amanda Harper, DFM, Carson Tester, Governor's Office

*All times are estimates

FRIDAY, AUGUST 7, 2026

CALL TO ORDER

Dr. Cheryl O'Brien called the meeting to order. Introduction of Board of Trustees.

APPROVAL OF MINUTES

Action Item: Approve Board of Trustees Meeting Minutes June 4, 2026

Typo description new trustees – Senator Risch correction.

MOTION 2.0: MaryAnn Arnold, Board of Trustees moved, and Justin Vipperman, seconded. To approve the ISHS Board of Trustees meeting minutes of June 4, 2026 with correction. Motion passed unanimously.

FINANCIAL REPORT

Review Fourth Quarter FY26 Expenditures

Review Fourth Quarter FY26 Earned Income

Dax Chizum presented the FY2026 fourth-quarter financial report.

Key highlights included:

- FY2026 concluded with expenditures generally within budget.
- Personnel appropriations ended with approximately 13.5% remaining.
- Operating appropriations ended with approximately 31.8% remaining.
- Capital outlay exceeded budget due to the unexpected replacement of a maintenance vehicle.
- Archives, Records Center, Museum, Old Idaho Penitentiary, Historic Sites, and SHPO programs generally concluded the fiscal year within expected spending targets.
- Collections move funding was carried forward into FY2027.
- Museum and Old Pen attendance exceeded the previous fiscal year's totals.
- Memberships, admissions, store revenue, site rentals, and Records Center revenues remained strong.
- Several lease properties remain vacant and continue to be marketed.

Trustees expressed appreciation for the successful completion of the fiscal year and acknowledged the significant work required to separate SHPO finances from the Historical Society's budget.

ACTION ITEMS

Action Item: Authorize Executive Director to submit FY2028 ISHS agency budget in accordance with state requirements.

Janet L. Gallimore presented an overview of the agency's FY2028 budget request, explaining that the Board's approval was required to authorize submission to the Division of Financial Management by the September 1 deadline. She noted that the detailed submission includes extensive operational and financial documentation beyond the quarterly reports routinely presented to the Board.

Gallimore explained that state budget guidance for FY2028 was conservative and did not allow for requests for additional General Fund appropriations. The proposed budget totals approximately \$9.96 million and includes adjustments for employee health insurance, potential change in employee compensation, standard replacement items, and several requests supported through dedicated or grant funding rather than General Fund appropriations.

Major budget initiatives include:

- Continued support for the Archaeological Survey of Idaho (ASI) and implementation of new requirements under the Native American Graves Protection and Repatriation Act (NAGPRA). The agency is pursuing grant funding and other resources to support collections organization, compliance activities, and related staffing.
- A \$200,000 dedicated fund request to develop a master plan for the historic Larson and Allen House property in Bellevue. The planning effort will be funded through the estate endowment associated with the Kelly and John Curtis bequest and will establish a long-term vision for preservation and public use of the property.
- A request for an Office Specialist II position to assist the Administration Division with increasing administrative workload following organizational changes and expanded responsibilities.
- Approximately \$173,000 in replacement items, including computers, monitors, and other technology replacements as part of the agency's regular equipment replacement cycle.
- Ongoing facility maintenance requests through the Division of Public Works, including improvements to building systems, ADA accessibility, HVAC assessments, lighting upgrades, irrigation improvements at Rock Creek, heating improvements at the Franklin site, and restoration work at the Old Idaho Penitentiary.

Trustees expressed enthusiasm for the Bellevue property donation and recognized the significant opportunities created through the Curtis estate. Mary Ann Arnold commented on the importance of the project and thanked Janet Gallimore and Seth Wheeler for their work advancing the effort.

MOTION 5.0: Justin Vipperman, Board of Trustees moved, and Don Pischner, seconded. To authorize Executive Director to submit the FY2028 ISHS agency budget in accordance with state requirements. Motion passed unanimously.

Action Item: Adopt FY27-31 Agency Strategic Plan

Executive Director Janet L. Gallimore presented the agency's updated five-year Strategic Plan, noting that it follows the statewide planning template required for state agencies and is updated annually as a rolling five-year document. The plan reflects priorities previously reviewed by the Board and aligns with agency budget objectives and statewide goals.

Gallimore reviewed the agency's mission, vision, and values, emphasizing ISHS's commitment to preserving Idaho's history, providing public access to collections and information, and delivering objective, trustworthy historical information based on professional standards and statewide public service.

She noted that ISHS's responsibilities extend statewide through archives, museums, historic sites, educational programming, historical markers, preservation services, and virtual access.

Strategic Goal 1 – Outreach

Gallimore reviewed strategic goals and priorities.

- Expand statewide partnerships and community engagement.
- Complete America250 initiatives and related programming.
- Expand the Idaho Historical Marker Program from approximately 300 to 400 markers.
- Strengthen relationships with communities, historical organizations, elected officials, and partner agencies.
- Continue using Trustees as ambassadors for ISHS throughout Idaho.

Strategic Goal 2 – Education

Education priorities include:

- Complete America250 exhibitions and document the initiative’s statewide impact.
- Expand digital access through implementation of the Preservica digital preservation system.
- Continue developing oral history collections.
- Advance Phase I improvements to the Old Idaho Penitentiary visitor experience, including orientation exhibits, interpretive signage, and introductory films.
- Continue fundraising for Phase II of the Old Idaho Penitentiary experience.
- Expand educational programming statewide.
- Develop a unified educational framework for grades 4–8 across the Idaho State Museum and Old Idaho Penitentiary.

Strategic Goal 3 – Responsible Government

Gallimore reviewed initiatives supporting responsible stewardship and organizational excellence, including:

- Implement the agency’s updated records management framework.
- Pilot Preservica for digital preservation and records management.
- Complete records retention deliverables and staff training.
- Prepare for relocation of the State Records Center and collections warehouses to the new Collections and Archives Stewardship Facility.
- Align Museum and Old Idaho Penitentiary operations with national museum accreditation standards.
- Complete the Old Idaho Penitentiary funding strategy.
- Continue archaeological survey and NAGPRA work through the agency’s memorandum of understanding with OSMEC.
- Use performance measures to evaluate progress in outreach, education, stewardship, responsible government, budget priorities, and the Strategic Plan.

Board Discussion

Trustees expressed enthusiasm about completion of the new Collections and Archives Stewardship Facility.

O’Brien asked whether the Assay Office should be identified as an agency asset in the Strategic Plan. Gallimore explained that the Assay Office is included in the agency’s property portfolio, building inventories, risk management, and budgeting. Although it is an agency-owned historic property, it is not classified as a standalone historic site under the agency’s statutory definitions. Gallimore noted that it will be included in the updated agency prospectus.

Gallimore also discussed improvements to tracking agency outreach and Board engagement. HannaLore Hein reported that staff had recorded 221 unique outreach activities reaching nearly 14,000 people statewide through a new SharePoint and Microsoft-based data capture system. Activities included community engagements, stakeholder meetings, technical assistance, and public presentations, with all stakeholder groups identified in the Strategic Plan reached.

Future improvements will include additional geographic data, such as ZIP codes and counties, and stronger connections between activities, outputs, and outcomes. Staff are also exploring a streamlined process for Trustees to submit their outreach activities.

Gallimore summarized the agency’s priorities for the coming years:

- Complete America250 commitments.
- Maintain statewide partnerships.
- Complete the Historical Highway Marker Program.
- Expand digital capabilities.
- Implement records retention practices.
- Transform the Old Idaho Penitentiary visitor experience.
- Relocate collections to the new stewardship facility.
- Continue positioning ISHS as a trusted statewide resource.

Gallimore requested Board adoption of the Strategic Plan.

MOTION 6.0: Justin Vipperman, Board of Trustees moved, and Mary Ann Arnold, seconded. To adopt the FY27-31 Agency Strategic Plan. Motion passed unanimously.

Action Item: Approve Century Farm Status for:

Nuttman Family Farm, Cottonwood, Idaho County, District 2

Ambrose & Marge Schumacher, Greencreek, Idaho County, District 2

- Applications had been reviewed and fulfills requirements for Century Farm designation.
- Farms are located in District 2 and thanked Earl Bennett, Emeritus Board of Trustees, for previously assisting with Century Farm presentations in this district (Board position presently vacant). Also thanked Cheryl O'Brien for presenting two Century Farm awards the previous week and recognized Mark Breske for assisting with press releases.
- Justin Vipperman will be presenting the Sunset Ranch Century Farm recognition later in August.

MOTION 7.0: Don Pischner, Board of Trustees moved, and Melinda Smyser, seconded. To approve the Nuttman Family Farm and the Ambrose & Marge Schumacher Farm for Idaho Century Farm status. Motion passed unanimously.

For Information: Idaho History Center Update

Janet L. Gallimore provided an update on construction of the Idaho History Center Collections and Archives Stewardship Facility.

- Project approximately 65% complete.
- Significant progress has been made, including:
 - Interior spaces being roughed in.
 - Installation of compact mobile shelving rails.
 - Completion of major steel work.

Sarah Phillips reported

- Staff is beginning to address operational details and access requirements for various areas.
- Request for proposals for the collections move was underway.

David Matte reported

- Correctional Industries would assist with moving approximately 33,000 boxes in early 2027 and planning is underway.

Dax Chizum reported

- Construction remained on schedule aside from minor weather delays.
- Working with Correctional Industries resulted in significant cost savings for the Records Center move. Budget adjustments would be requested to allow the agency to utilize available fund balances to support relocation costs.

Trustees expressed appreciation for the progress and asked whether move bids were coming in under budget. Dax explained that move bids were still undergoing technical review but that Records Center costs were significantly reduced through the partnership with Correctional Industries.

Janet noted that Trustees would receive a tour of the facility, Old Idaho Penitentiary, and related construction projects during the September meeting.

For Information: Update on Old Idaho Penitentiary Exhibitions and Fundraising

Seth Wheeler provided an update on the Old Idaho Penitentiary campaign and exhibitions.

- The agency received a National Endowment for the Humanities (NEH) grant of nearly \$500,000. He explained that total funds raised to date reached approximately \$1.6 million, exceeding the 60% threshold needed to begin the public phase of the campaign.
- Public campaign phase will launch in September with the Wine, Eats & Artifacts event and has a fundraising goal of \$200,000.

Seth clarified that the State is funding the administration building improvements and infrastructure, while the Foundation for Idaho History is leading fundraising efforts for the Shirt Factory exhibition.

- Additional funding opportunities remained under consideration, including a pending Institute of Museum and Library Services (IMLS) grant of \$300,000 and continued outreach to potential partners, including Zions Bank, ICCU, the Albertson Family Foundation, and Micron.

Janet L. Gallimore emphasized that the NEH award represented more than financial support, it demonstrated national recognition of the agency's scholarship, interpretation, audience engagement, and exhibit design. She noted that reviewers described the project as exemplary, compelling, impressive, thorough, and grounded in strong humanities scholarship.

Wine, Eats & Artifacts Event Update

Wine, Eats & Artifacts scheduled for September 17 at 5:30 p.m. at the Old Idaho Penitentiary.

- 101 tickets have been sold out of a projected capacity of 128 attendees.
- Sponsors have returned and additional table purchases were being received.
- Event includes a live painting experience by local artist Suzanne de Soleil, who will create a painting of a guard tower with participation from attendees. The completed artwork will be auctioned during the event.

OTHER BUSINESS

Janet L. Gallimore reminded Trustees that interviews for District 2 Board of Trustees are scheduled for the following week. Interviews next Friday – 14th

ADJOURN – No motion made

2026 Upcoming Trustees Meetings and Key Dates

Visit: [Events | America250 in Idaho](#)

August 7	Fri.	ISHS Board of Trustees Meeting	Virtual
September 17-18	Thurs /Fri.	ISHS Board of Trustees Meeting	Boise - ISHS Offices
September 17	Thurs.	Wine, Eats, and Artifacts	Boise - Old Idaho Penitentiary
December 10 -11	Thurs./Fri.	ISHS Employee Recognition Event ISHS Board of Trustees Meeting	Boise - Idaho State Museum