



**Ohio Legislative Commission on the
Education and Preservation of State History**

September 2010

Contents

Introduction

The importance of history

Recommendations of the Commission

 Revenue enhancements

 Non-revenue statutory changes

 Other recommendations

Concluding remarks

Appendix I – Suggested statutory language

Appendix II – Other items discussed by the Commission

Appendix III – Summary of Common Survey Instruments

Appendix IV – Minutes of the Commission's meetings

Appendix V – State mandates on the Ohio Historical Society

Appendix VI – Ohio Historical Society budget trends

Appendix VII – Cloud computing proposal

Introduction

In 2009, the General Assembly created the Ohio Legislative Commission on the Education and Preservation of State History to review the delivery of services and instruction on Ohio's history by organizations that have received in the previous two biennia at least \$1 million each in funding for their operations through legislative appropriations.¹ Those organizations are the Ohio Historical Society (OHS), the Cincinnati Museum Center, and the Western Reserve Historical Society. This report, as required by law, is the culmination of the Commission's work.² It makes recommendations for policy changes regarding the funding and operation of the organizations.

The Commission members³ were the following:

- Senator William J. Seitz, Chair;
- Representative Kathleen Chandler, Vice Chair;
- Senator Jim Hughes;
- Senator Nina Turner;
- Representative Richard N. Adams;
- Representative Mark D. Okey;
- Christie Weininger Raber, Director of the Wood County Historical Center and Museum;
- Dennison W. Griffith, President of the Columbus College of Art and Design; and
- Richard T. Prasse, Partner at Hahn, Loeser, and Parks LLP.

¹ Section 701.05 of Am. Sub. H.B. 1 of the 128th General Assembly, as amended by Sub. H.B. 393 of the 128th General Assembly.

² The report, due September 1, 2010, must be submitted to the President of the Senate, the Speaker of the House of Representatives, and the Governor.

³ The Senate members were appointed by the Senate President. The House members were appointed by the Speaker of the House of Representatives. And the public members, who must have specific knowledge regarding museum or archive management, were appointed by the Governor.

From November 2009 through August 2010, the Commission held eight public hearings in the Statehouse in Columbus. It heard testimony from more than 20 individual witnesses. Several of these witnesses were representatives of the three subject organizations and testified on multiple occasions. The witnesses also included representatives of smaller historical organizations and other interested parties. The minutes from the hearings are attached in Appendix IV.

The Commission also asked the three subject organizations to develop a mutually-agreed-to common funding and operations data survey instrument. These three organizations submitted their survey results individually to the Commission for review. Subsequently, the Commission asked the organizations to develop a summary that compares the three individual survey instrument results in a single document. That comparison document is attached in Appendix III. Appendix I contains suggested statutory language to address several of the Commission's recommendations.

The importance of history

The following remarks are taken from a memorandum submitted to the Commission by Gainor Davis, President and CEO of the Western Reserve Historical Society.⁴ These statements point to the necessity to preserve history and to educate our citizens about history and the value afforded by the state's historical organizations, both large and small, toward that endeavor. They represent the sentiment of most, if not all, of the witnesses and the Commission members.

"The Great American History Quiz, administered annually to students at some of the most prestigious colleges and universities in the United States, indicates that the majority of the best and brightest of our young people, do not possess a basic knowledge of their country's history. Historian David McCullough, an outspoken advocate of historical literacy, believes that a knowledge of history is critically important, saying:

Indifference to history isn't just ignorant; it's a form of ingratitude. And the scale of our ignorance seems especially shameful in the face of our unprecedented good fortune. . . . I'm convinced that history encourages, as nothing else does, a sense of proportion about life, gives us a sense of how brief is our time on earth and thus how valuable that time is.

⁴ Memorandum dated July 26, 2010.

According to Peter Stearns, historian and Provost of George Mason University, the study of history is invaluable because it helps us 'understand people and societies' and 'understand change and how the society we live in came to be.' Well-written or interpreted history--storytelling based on reality--also provides art, entertainment, drama, and a sense of excitement to our own lives. Knowledge of history provides identity, is essential for good citizenship, and provides essential skills needed in today's work environment--the ability to engage in critical thinking and problem solving.

Those of us who are interested in public history realize that we have an obligation to band together to promote history and civic education. History-based institutions comprise the largest number of the organizations within the nonprofit cultural sector in the United States, and yet, a recent study by the Institute of Museum and Library Services noted that historical societies, history museums, and historic sites, of all nonprofit cultural organizations, have, on average, the lowest median operating income. Many local historical societies, a high percentage of which were founded at the time of the American Bicentennial, are operated exclusively by an aging volunteer corps. Replacement 'history buffs' need to be nurtured in order to secure the ongoing survival of these small but vital history 'arks.' Large and small repositories of historical information must act as partners, collaborating to raise the visibility of history and to ensure accessibility to 'our collective memories.' This must be an integrated, statewide approach to elevating the importance of Ohio history.

* * *

Ohio's history is unique. Ohio has contributed greatly to the success of the United States through the activities of its citizens--whether as politicians, entrepreneurs, inventors, philanthropists, craftsman, artists, architects, reformers, and soldiers. At the heart of preserving and documenting the activities and accomplishments of these Ohioans are its historical societies, history museums, historic sites, preservationists, heritage groups, genealogists, archaeologists, and historians."

Recommendations of the Commission

The following recommendations were formally agreed to by the Commission. These have been divided into three categories: revenue enhancements, non-revenue statutory changes, and other recommendations.

Revenue enhancements

(1) The General Assembly should enact a per-page copying fee for public records to be deposited in a Records Management and Preservation Fund in order to support the management and preservation of local government records (see Appendix I).

(2) The General Assembly should enact a state income tax check-off allowing individual taxpayers to donate all or part of their state income tax refund to OHS, as proposed in H.B. 75 of the 128th General Assembly (see Appendix I).

(3) The General Assembly should create an "Ohio History" license plate, the sale of which would generate revenue for a grant program to support historical organizations in hosting exhibits or increasing access to their collections, with an initial focus on commemorating the 150th anniversary of the Civil War.

(4) The General Assembly should reauthorize the Ohio Historic Preservation Tax Credit with a provision allowing OHS to charge appropriate application fees.

(5) OHS should establish an Operational Endowment Fund to provide a base of financial support for OHS's contractual obligations to the state.

(6) Historical organizations should work to increase earned income by hosting events such as weddings or meetings at facilities or historic sites under a model similar to that used by the Franklin Park Conservatory.

(7) The Commission discussed and recommends further discussion of dedicated funding from the General Revenue Fund (GRF) for the preservation of and education in Ohio history. While a majority of the Commission does not support a dedication of a percentage of the GRF at the present time due to the economic condition of the state, the Commission recognizes value in further discussion of such a dedicated revenue source to support this mission. Any recommended change would also need to provide adequate distribution guidelines given the overlapping geographic and content reach of the nearly 1,000 historical organizations in Ohio.

Non-revenue statutory changes

(8) The General Assembly should establish a task force to study all issues related to Ohio's cemetery laws. Members of this task force should include representatives of local governments, archaeologists, Native Americans, private cemetery interests, the Ohio Historical Society, the Ohio Department of Commerce's Division of Real Estate and Professional Licensing, the Ohio Department of Transportation, the Ohio Department of Natural Resources, and the Ohio Township Association.

(9) The General Assembly should amend Section 127.16 of the Revised Code to facilitate expenditure of funds from state agencies to OHS (see suggested language in Appendix I).

(10) Pursuant to Section 149.53 of the Revised Code, the Governor should issue an executive order to direct state agencies to work with the State Historic Preservation Officer to identify, evaluate, and protect eligible designated state-owned historic properties. Such a provision should not include any mandatory reviews or timeframes, but should include a requirement that state agencies consider the history of such properties. The executive order could be modeled after a similar executive order issued by President Bush (E.O. 13287, March, 2003).

(11) The General Assembly should repeal statutory language related to the state registries of archaeological and historic landmarks in sections 149.51 and 149.55 of the Revised Code.

(12) The General Assembly should amend Section 149.30 of the Revised Code to require the Auditor of State to perform both a fiscal and performance audit of OHS every five years (see suggested language in Appendix I).

Other recommendations

(13) The Ohio Department of Education should include National History Day in the state's model curriculum as an option for the required Senior Project or as part of other project-based assessments in social studies, and allow National History Day to be used as an alternative to traditional tests in grades 4-8.

(14) The Ohio Tourism Division of the Ohio Department of Development should continue to promote Civil War 150 efforts and heritage tourism activities in Ohio.

(15) The Ohio Association of Historical Societies and Museums⁵ should facilitate a meeting for its members to discuss the topic of how historical organizations can better serve the cause of history and civic education.

(16) The next capital budget should appropriate additional funding for OHS to construct a new collections storage facility, as long as OHS considers the feasibility of entering into agreements to use excess space at the Cincinnati Museum Center's storage facility or other available facilities to store certain artifacts in its possession, as well as artifacts kept by local historical societies. OHS should also examine whether a sound and ethical deaccession policy would reduce the cost of such a new facility.

(17) Adequate support should be provided to viable local institutions that partner with OHS, the Cincinnati Museum Center, and the Western Reserve Historical Society to manage historic sites. This support should be based on a funding model that creates an environment of collaboration so that all parties benefit mutually.

(18) The General Assembly should pass a resolution urging Ohioans to participate in the Civil War Sesquicentennial and to recognize Ohio's involvement in the Civil War.

(19) The Commission recommends that interested legislators form an Ohio History Caucus to consider the recommendations of the Ohio Legislative Commission on the Education and Preservation of State History and to broaden members' knowledge of and support for Ohio history.

(20) OHS, the Cincinnati Museum Center, the Western Reserve Historical Society, and the Ohio Association of Historical Societies and Museums should formalize collaboration efforts between their respective organizations as outlined in the August 17, 2010, memorandum to the Commission from Burt Logan, Doug McDonald, and Gaior Davis. (This memorandum is included in Appendix IV as Attachment A to the minutes of the Commission's August 17 meeting). These four organizations should provide mutual support to each other for the purpose of increasing our citizens' awareness of state history by capitalizing on existing history networks, providing mutual support and access to resources, and prioritizing opportunities for statewide collaboration and investment in history and civic education. One topic should be a mutually beneficial and efficient computing system akin to the cloud computing proposal described by the Cincinnati Museum Center (see Appendix VII).

(21) OHS is seriously underfunded and the General Assembly should work to restore OHS' funding.

⁵ Effective October 1, 2010, the Ohio Association of Historical Societies and Museums will change its name to the Ohio Local History Alliance.

Currently, state operating funding for the Ohio Historical Society is less than \$8 million annually, the lowest level since 1986--not adjusted for inflation. State operating funding for the Society historically has not been tied realistically to the state-mandated responsibilities it has been assigned. A list of those state mandates is attached in Appendix V. The Society's peak year of state operating funding was a decade ago (\$13.8 million in FY 2001). Adjusted for inflation, that would translate now to more than \$16.7 million annually. Instead, the state investment in history is less than half this amount. During this decade-long funding crisis, the Society has not closed a single historic site under its care and has found other cost-effective, creative ways to continue serving the public while preserving and promoting Ohio's history.

Although the state is not in the fiscal condition to make whole the Ohio Historical Society, the state's FY 2012-13 state operating budget can go a long way toward taking some corrective action to ensure the Ohio Historical Society not only remains solvent, but is in a position to capitalize on several historic opportunities. For example, Ohio needs OHS to provide leadership and guidance to the state's Civil War sesquicentennial, preserving Ohio's historic buildings with the support of historic preservation tax credits and educating the next generation of Ohio's schoolchildren about the value of exploring and understanding history.

Few states treat their history operations the same. Some states have their history operations consolidated, others broken up among a myriad of agencies. Ohio would do well to look to the example most like itself, Minnesota. The Minnesota Historical Society (MHS) is the most relevant model in the country. The MHS is set up almost exactly the same as the Ohio Historical Society--a nonprofit organization with the same kind of state-mandated activities (historic sites, state archives, state historic preservation office, etc.) spelled out in law. The difference? The state of Minnesota provides nearly triple the amount of general operating support to the MHS as Ohio does to OHS (more than \$22 million in Minnesota versus less than \$8 million in Ohio). This is even more embarrassing for Ohio when you consider that Minnesota has roughly half the number of state-administered historic sites and less than half the population of Ohio. OHS provides expertise and services to local history organizations. With additional funding, the Society could provide more resources locally and build stronger, more relevant local history organizations.

Considering that the OHS budget currently makes up approximately .0003% of the state budget, we can and should afford to build back the OHS budget to a more respectable level. We cannot afford to wait until later to do what is in Ohio's best long-term interest now.

Concluding remarks

The Commission spent a lot of time developing an understanding of the declining budget trend line described above (see also Appendix VI). The Commission also spent a lot of time advancing what were thought to be good ideas, but which turned out to have been either illegal, unworkable, or already being done. For example, some thought OHS should be able to charge for some of the work of the Ohio Historical Preservation Office, only to find that our hands were largely tied by federal law. Others put forward the idea of encouraging OHS to find local organizations to adopt more of its sites, only to find that OHS has already done so for a large number of the sites. Some thought that OHS might be overstaffed in relation to the other two major historical organizations, but it appears that the three institutions' survey instruments tend to show that is not the case (see summary document in Appendix III). Moreover, the Commission learned that there are numerous unfunded mandates imposed on OHS that serve a valid purpose, but are not being adequately funded. Some thought that money could be saved by transferring the Ohio Historic Preservation Office to the Department of Development, only to find that this would not work very well, and that the Department was not particularly receptive to the idea. Some even talked about moving towards a regionalized model, by which the Cincinnati Museum Center and the Western Reserve Historical Society would take charge of the smaller sites in the Greater Cleveland and Greater Cincinnati areas, only to find that no one was sure that there would be any cost savings involved in such an approach.

Across Ohio there are unique historical organizations with operations that complement each other. It is through their collaboration that this Commission believes success, across the state, can be achieved. Although many of the recommendations of this report focus on the Ohio Historical Society's functions, there is unequivocal recognition of the importance of the Cincinnati Museum Center, the Western Reserve Historical Society, and the myriad of other historical organizations throughout Ohio. Without these important resources Ohio's great history would not be preserved to its current extent.

Through its inquiry into what might or might not work, the Commission developed the recommendations set forth in this report. Those recommendations are the items that the Commission, as a body, agreed should be implemented. See Appendix II for other items that were discussed but not included in the Commission's recommendations.

Appendix I

Suggested statutory language

Amendment SC-4326-1 (proposed originally for
H.B. 1 of the 128th General Assembly)

H.B. 75 of the 128th General Assembly,
As Passed by the House

Recommendation for amendment to
section 127.16 of the Revised Code

Recommendation for amendment to
section 149.30 of the Revised Code

5 _____ moved to amend as follows:

6 Between lines 11844 and 11845, insert:

7 "A public office shall charge and collect a fee of one cent
8 per page for making copies of a public record if the public
9 office otherwise collects a charge for making copies of the
10 public record. The one-cent-per-page fee is in addition to any
11 other fee or charge imposed by law for making a copy of a public
12 record.

13 If a political subdivision that has a records commission
14 charges and collects the one-cent-per-page fee, the political
15 subdivision may retain the fee and use it to support the
16 operations of the political subdivision.

17 One-cent-per-page fees charged and collected by a state
18 agency, or by a political subdivision that does not have a
19 records commission, shall be deposited into the records
20 management and preservation fund, which is hereby created in the
21 state treasury. These public offices shall transmit one-cent-
22 per-page fees to the treasurer of state for deposit into the
23 fund at least once a year and need not transmit amounts

24 collected until they total in excess of ten dollars. Money in
25 the fund shall be used for local government records management
26 and preservation."

27 The motion was _____ agreed to.

28 SYNOPSIS

29 **Per Page Fee for Copies of Public Records**

30 **R.C. 149.43**

31 Levies a one-cent-per-page fee when a public office makes a
32 copy of a public record if a charge is otherwise collected for
33 making copies of the public record.

34 Authorizes a political subdivision that has a public
35 records commission to retain the one-cent-per-page fee and use
36 it to support the operations of the political subdivision.

37 Requires that one-cent-per-page fees charged and collected
38 by a state agency, or by a political subdivision that does not
39 have a records commission, be deposited into a fund in the state
40 treasury to be used for local government records management and
41 preservation activities.

As Passed by the House

128th General Assembly
Regular Session
2009-2010

H. B. No. 75

Representatives Chandler, Moran

Cosponsors: Representatives Harwood, Harris, Fende, Williams, B., Dodd, Ujvagi, Evans, Okey, Williams, S., Newcomb, Gardner, Yates, Luckie, Yuko, Phillips, Patten, Stewart, Stebelton, Huffman, Hagan, Domenick, Skindell, Koziura, Brown, Gerberry, Lundy, Mallory, Sayre, Belcher, Daniels, Adams, J., Grossman, Hall, Hite, Adams, R., Bacon, Baker, Balderson, Beck, Blair, Blessing, Boose, Bubb, Carney, Celeste, Combs, DeBose, DeGeeter, Derickson, Dyer, Foley, Garland, Garrison, Hackett, Hottinger, Lehner, Letson, Maag, Mandel, Martin, Mecklenborg, Oelslager, Pillich, Pryor, Sears, Slesnick, Snitchler, Uecker, Winburn, Zehringer

A B I L L

To amend section 5747.113 and to enact section 1
149.308 of the Revised Code to allow taxpayers to 2
contribute a portion of their income tax refunds 3
to the Ohio Historical Society. 4

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF OHIO:

Section 1. That section 5747.113 be amended and section 5
149.308 of the Revised Code be enacted to read as follows: 6

Sec. 149.308. There is hereby created in the state treasury 7
the Ohio historical society income tax contribution fund, which 8
shall consist of money contributed to it under section 5747.113 of 9
the Revised Code and of contributions made directly to it. Any 10
person may contribute directly to the fund in addition to or 11

independently of the income tax refund contribution system 12
established in section 5747.113 of the Revised Code. 13

The Ohio historical society shall use money credited to the 14
fund in furtherance of the public functions with which the society 15
is charged under section 149.30 of the Revised Code. 16

Sec. 5747.113. (A) Any taxpayer claiming a refund under 17
section 5747.11 of the Revised Code ~~for taxable years ending on or~~ 18
~~after October 14, 1983,~~ who wishes to contribute any part of the 19
taxpayer's refund to the natural areas and preserves fund created 20
in section 1517.11 of the Revised Code, the nongame and endangered 21
wildlife fund created in section 1531.26 of the Revised Code, the 22
military injury relief fund created in section 5101.98 of the 23
Revised Code, the Ohio historical society income tax contribution 24
fund created in section 149.308 of the Revised Code, or all of 25
those funds, may designate on the taxpayer's income tax return the 26
amount that the taxpayer wishes to contribute to the fund or 27
funds. A designated contribution is irrevocable upon the filing of 28
the return and shall be made in the full amount designated if the 29
refund found due the taxpayer upon the initial processing of the 30
taxpayer's return, after any deductions including those required 31
by section 5747.12 of the Revised Code, is greater than or equal 32
to the designated contribution. If the refund due as initially 33
determined is less than the designated contribution, the 34
contribution shall be made in the full amount of the refund. The 35
tax commissioner shall subtract the amount of the contribution 36
from the amount of the refund initially found due the taxpayer and 37
shall certify the difference to the director of budget and 38
management and treasurer of state for payment to the taxpayer in 39
accordance with section 5747.11 of the Revised Code. For the 40
purpose of any subsequent determination of the taxpayer's net tax 41
payment, the contribution shall be considered a part of the refund 42
paid to the taxpayer. 43

(B) The tax commissioner shall provide a space on the income tax return form in which a taxpayer may indicate that the taxpayer wishes to make a donation in accordance with this section. The tax commissioner shall also print in the instructions accompanying the income tax return form a description of the purposes for which the natural areas and preserves fund, the nongame and endangered wildlife fund, ~~and the military injury relief fund, and the Ohio historical society income tax contribution fund~~ were created and the use of moneys from the income tax refund contribution system established in this section. No person shall designate on the person's income tax return any part of a refund claimed under section 5747.11 of the Revised Code as a contribution to any fund other than the natural areas and preserves fund, the nongame and endangered wildlife fund, the military injury relief fund, ~~or all of these funds~~ the Ohio historical society income tax contribution fund.

(C) The money collected under the income tax refund contribution system established in this section shall be deposited by the tax commissioner into the natural areas and preserves fund, the nongame and endangered wildlife fund, ~~and the military injury relief fund, and the Ohio historical society income tax contribution fund~~ in the amounts designated on the tax returns.

(D) No later than the thirtieth day of September each year, the tax commissioner shall determine the total amount contributed to each fund under this section during the preceding eight months, any adjustments to prior months, and the cost to the department of taxation of administering the income tax refund contribution system during that eight-month period. The commissioner shall make an additional determination no later than the thirty-first day of January of each year of the total amount contributed to each fund under this section during the preceding four calendar months, any adjustments to prior years made during that four-month period, and

the cost to the department of taxation of administering the income 76
tax contribution system during that period. The cost of 77
administering the income tax contribution system shall be 78
certified by the tax commissioner to the director of budget and 79
management, who shall transfer an amount equal to ~~one-third~~ 80
one-fourth of such administrative costs from the natural areas and 81
preserves fund, ~~one-third~~ one-fourth of such costs from the 82
nongame and endangered wildlife fund, ~~and one-third~~ one-fourth of 83
such costs from the military injury relief fund, and one-fourth of 84
such costs from the Ohio historical society income tax 85
contribution fund to the litter control and natural resource tax 86
administration fund, which is hereby created, provided that the 87
moneys that the department receives to pay the cost of 88
administering the income tax refund contribution system in any 89
year shall not exceed two and one-half per cent of the total 90
amount contributed under that system during that year. 91

(E) (1) The director of natural resources, in January of every 92
odd-numbered year, shall report to the general assembly on the 93
effectiveness of the income tax refund contribution system as it 94
pertains to the natural areas and preserves fund and the nongame 95
and endangered wildlife fund. The report shall include the amount 96
of money contributed to each fund in each of the previous five 97
years, the amount of money contributed directly to each fund in 98
addition to or independently of the income tax refund contribution 99
system in each of the previous five years, and the purposes for 100
which the money was expended. 101

(2) The director of job and family services and the director 102
of the Ohio historical society, in January of every odd-numbered 103
year, each shall report to the general assembly on the 104
effectiveness of the income tax refund contribution system as it 105
pertains to the military injury relief fund and the Ohio 106
historical society income tax contribution fund, respectively. The 107

report shall include the amount of money contributed to the fund 108
in each of the previous five years, the amount of money 109
contributed directly to the fund in addition to or independently 110
of the income tax refund contribution system in each of the 111
previous five years, and the purposes for which the money was 112
expended. 113

Section 2. That existing section 5747.113 of the Revised Code 114
is hereby repealed. 115

Section 3. The amendment by this act of section 5747.113 of 116
the Revised Code applies to taxable years beginning on or after 117
January 1, 2009. 118

Facilitating the Transfer of Funds from State Agencies to the Ohio Historical Society

Background - As the state's historic preservation agency, the Society's Ohio Historic Preservation Office (OHPO) assists federal agencies in fulfilling their legal obligation, under provisions of the National Historic Preservation Act, to consider historic properties when assisting projects that may affect historic properties. Part of this assistance by the OHPO includes sharing information with federal, state and local governmental agencies from the OHPO's inventories on over 145,000 recorded archaeological, architectural, historic, and engineering resources in Ohio. It is essential for development, land-use planners, and state agencies that the information provided is accurate, readily accessible and continually updated. In recognition of this need, the Ohio Department of Transportation and other state agencies have assisted the OHPO by funding several projects to digitize nearly 700,000 pages from over 145,000 paper based documents, to create searchable data bases, to geographically reference this information, and to make it accessible to appropriate decision making authorities. This assistance is provided through contracts with the Ohio Historical Society.

Need - The current process for approval of funding assistance provided by state agencies to the Society (and the OHPO) is inefficient. Individual projects involving more than \$50,000 must receive approval from the Controlling Board. Often these projects are sequential and build upon previously funded components. The time and effort expended by agencies to secure the necessary approvals has caused delays and disruption in what would otherwise be a smooth transition from one project component to another. Currently there are issues with having to encumber funds across fiscal years for ongoing staff positions or projects involving the OHPO. This could be avoided if agencies were permitted to contract with OHS in the same manner they contract with each other for a wide variety of projects and services. Also, the inability to contract directly with state agencies for needed services may affect access to available funds that need to be encumbered quickly.

Recommendation - Revise the O.R.C. Section 127.16 to facilitate expenditure of funds from state agencies to the Ohio Historical Society. This revenue neutral change would increase the efficiency and effectiveness of the Society, especially the operations of the OHPO, and state agencies as they work together on cooperative projects. It supports recommendations of both the House Select Committee to Study the Effectiveness of Ohio's Historical Partners and Programs (Chair, Kerry Metzger, Final Report, March 2002; OHS Implementation Plan, May 2004) and the earlier OHS Review Committee (Chair, Thomas W. Johnson, Director, OBM; Final Report, December 2000).

Specifically, the Society requests that O.R.C. 127.16 (D) (23) be amended as follows:

Purchasing by competitive selection.

(A) Upon the request of either a state agency or the director of budget and management and after the controlling board determines that an emergency or a sufficient economic reason exists, the controlling board may approve the making of a purchase without competitive selection as provided in division (B) of this section.

(D) Nothing in division (B) of this section shall be construed as:

- **Current:** (23) Applying to purchases from other state agencies, including state-assisted institutions of higher education
- **Proposed:** (23) Applying to purchases from other state agencies, including state-assisted institutions of higher education, AND THE OHIO HISTORICAL SOCIETY.

**Recommendation for amendment to
section 149.30 of the Revised Code**

The Ohio Historical Society presented to the Commission the following proposed language to add to section 149.30 of the Revised Code:

The Auditor of State, every five years, shall perform both a fiscal and a performance audit of the Ohio Historical Society. The audits shall be performed by the Auditor of State's office and not by an independent public accountant. The performance audits shall be paid for by funds appropriated by the General Assembly.

Appendix II

Other items discussed by the Commission

Other items discussed by the Commission

The Commission discussed a number of other possible actions that may merit further exploration, but which were not included among the Commission's recommendations because they were not supported by a majority of the Commission's members. These include:

(1) Amending the Ohio Revised Code to allow local impact fees to be used to provide state matching funds for the Ohio Historic Preservation Office to fully leverage federal funds and fulfill its responsibilities under the National Historic Preservation Act of 1966.

(2) Setting aside a percentage of General Revenue Fund tax revenues for OHS, a portion of which could be allocated to local historical societies, in a manner similar to the current distributions made from the Local Government Fund and the Public Library Fund.

(3) Seeding the OHS Operational Endowment Fund with a combination of \$10 million in state funds and \$5 million in private money, as proposed by OHS.

(4) Consideration of the long-term funding proposals offered by the Cincinnati Museum Center and the Western Reserve Historical Society (see Attachment A). The two organizations endorsed a preference, from among those proposals, for Model 2, Formula Based with Grants.

(5) OHS should adopt a responsible and ethical deaccessioning policy in accordance with American Association of Museums guidelines in order to sell certain artifacts, the proceeds of which could be used to cover costs of preservation and storage activities and, possibly, a portion of the costs of an improved collections storage facility. See letter and accompanying materials on deaccessioning policies from OHS in Attachment B to the minutes of the Commission's August 30 meeting.

(6) OHS, the Cincinnati Museum Center, and the Western Reserve Historical Society should undertake a survey of the current and potential impact of historical attractions on Ohio's economy, as proposed by the Western Reserve Historical Society in a memorandum dated July 26, 2010 (see Attachment D to the minutes of the Commission's August 30 meeting).

DISCUSSION DRAFT, FUNDING OHIO'S HISTORY

June 29, 2010

In this United States of America, there are few states with Ohio's diversity of history. Ohio was first settled over 15,000 years ago and these indigenous peoples left their imprint through monumental earthworks. As this area evolved Native Americans developed sophisticated cultures which were impacted by Europeans as they moved west.

Following the Revolutionary War, Ohio's diversity continued with people migrating from New York and New England to Northern Ohio, and Southern Ohio grew from settlers of the Southern Colonies. The Ohio River stimulated development as most settlers traveled by water.

This Free State continued to grow—building schools and colleges that admitted women and blacks and had a strong support for public education. Ohio supported the Union in the Civil War with more of its citizens serving as soldiers than any other state.

Following the Civil War, and again bolstered by World War II, Northern Ohio became one of the nation's major industrial regions. The resulting wealth created strong, vibrant and diverse cities.

Ohio has been a vibrant economic power and a political fulcrum. Its diversity extends to its inhabitants ranging from broad political spectrums and its citizens living in rural as well as large urban communities. The political direction of the nation often has been determined by Ohio and almost one fifth of this nation's presidents were Buckeyes. One hundred and four generals serving in the Civil War were from Ohio, six of whom served in the Confederate States Army.

Such a large, diverse important state has a rich and deep history. Other states have a single organization responsible for connecting its citizens with their history and creating opportunities for them to gain perspective on their lives as well as preserving the evidence and stories of the state's past. It is Ohio's uniqueness, diversity and breadth that resulted in not one, but three major historical collecting and research organizations.

The Cincinnati Historical Society traces its origin to the Historical and Philosophical Society of Ohio, which was founded in 1831 in Columbus Ohio. This organization moved to Cincinnati in 1849 and then focused its collection efforts on objects connected to the Cincinnati area. In 1863 it changed its name to the Cincinnati Historical Society. The Cincinnati Historical Society served as a research library and historical collections facility in Eden Park until 1990. Then the Cincinnati Historical Society moved to Union Terminal and opened the Cincinnati History Museum and the Cincinnati Historical Society Reference Library. In 1995, the Cincinnati Historical Society legally merged into the Cincinnati Museum Center for Natural and Cultural History and Science, which continued to operate the Cincinnati History Museum and the Cincinnati Historical Society Reference Library. The Cincinnati Museum for Natural and Cultural History and Science then became the Cincinnati Museum Center, as a result of the 1997 merger.

In 1867, the Western Reserve Historical Society was founded to preserve and present the history of all of the people of northeast Ohio. Today, it is the largest privately supported regional historical society in the nation. Western Reserve Historical Society's name has to do with how the area was

settled. When the western borders of the original colonies were formed, most were left blank because settlers didn't know how far west the land went. Northern Ohio being west of Connecticut was thus a part of that state until 1786, when Connecticut gave up its claims to Western lands of the United States, except for a portion of northeastern Ohio known as the Connecticut Western Reserve. Later, the land was sold to the Connecticut Land Company, which surveyed and settled the region, but the name Connecticut Western Reserve - or just Western Reserve - continued to be used to describe the northeastern section of Ohio.

In 1885, the Ohio Historical Society, was chartered by the State of Ohio as a nonprofit organization to promote a knowledge of Ohio's history and archaeology and to operated in the public interest as well as perform public functions as prescribed by the State.

These three organizations efficiently and effectively carry out the role of preserving and protecting the heritage of Ohio and educate hundreds of thousands of school children plus over a million adults each year about the uniqueness of Ohio's natural and human history. The benefits to Ohio's citizens has been recognized by many as the state has been the benefited from three organizations; two private nonprofit and one a creation of the state as cost effective joint partners in delivering history services.

Due to significant declines in state revenues, the funding of all three history organizations has been reduced significantly. Currently, these funding levels are to the position of creating risk in carrying out the mission of preservation and education that is the vital role these organizations perform.

We have prepared three discussion drafts for the Ohio Legislative Commission on the Education and Preservation of State History to consider as you make your recommendations on how to help make history accessible to Ohioans across our Great State by restoring and increasing resources.

Our economic systems are under unprecedented stress but let us invest in the spirit and ingenuity of our citizens. We should challenge these history organizations to advance the discussions and to inspire all. Take these noble stories forward, into every corner of our state and every ally of our urban communities. This request does not end with a plea for funding but rather with a plea to fund a new beginning. Let us all spark community dialogue, insight and inspiration together.

Respectfully submitted,

Cincinnati Historical Society/
Cincinnati Museum Center

Western Reserve Historical Society

Funding Model 1: Formula Based

To support the efforts of all three organizations this plan would restructure the State of Ohio's operating budget funding model for Ohio history to a formula basis which would include the Ohio Historical Society (OHS), Cincinnati Historical Society/Cincinnati Museum Center (CMC) and Western Reserve Historical Society (WRHS). The enclosed draft model has been developed to show an example of how a formula could work.

This model has been developed with the following underlying principles:

- 1) **No funding should be taken away from the Ohio Historical Society** to fund Cincinnati Museum Center and/or Western Reserve Historical Society;
- 2) During the past few biennia, funds to the Ohio Historical Society have been drastically reduced. **Because of this there is a recognized need to increase OHS dollar funding at a higher rate than either CMC or WRHS;**
- 3) A transition would be required to **achieve this over time**, recognizing achieving the goal could not be done immediately; and
- 4) Recognition that, regrettably the unfortunate reality exists that there may not be any additional state funds for Ohio history.
- 5) The goal for funding the promotion of a knowledge of Ohio's history and archaeology is to restore the base budget of Ohio Historical Society to a level equal to the 2008 funding as soon as is economically possible.
- 6) Until the level of funding in paragraph seven is achieved, half of all increased state funding would accrue to the direct benefit of Ohio Historical Society and one fourth to each Cincinnati Historical Society/Cincinnati Museum Center and Western Reserve Historical Society.
- 7) The funding for Cincinnati Historical Society/Cincinnati Museum Center and Western Reserve Historical Society shall increase per paragraph six until such time as ten percent of the total funds appropriated for Ohio Historical Society, Cincinnati Historical Society/Cincinnati Museum Center and Western Reserve Historical Society are able to be distributed to Cincinnati Historical Society/Cincinnati Museum Center and Western Reserve Historical Society.

This chart shows a model with FY2012 increased funding of 1% and 10% in subsequent years. With these increases, WRHS and CMC/CHS would be funded at target levels in 2016 and OHS would then receive 80% of all funding increases.

		OHIO						
		TOTAL FOR OH	DISTRIBUTION	HISTORICAL	OHS	WRHS		
BASIS		HISTORY	METHOD	SOCIETY	INCREASE	&CMC/INC	CMC/CHS	WRHS
FY 2004	ACTUAL	\$ 14,366,892		\$ 13,096,892			\$ 500,000	\$ 800,000
FY 2005	ACTUAL	\$ 14,272,155		\$ 12,972,155			\$ 500,000	\$ 800,000
FY 2006	ACTUAL	\$ 13,724,188		\$ 13,224,188			\$ 250,000	\$ 250,000
FY 2007	ACTUAL	\$ 13,724,189		\$ 13,224,189			\$ 250,000	\$ 250,000
FY 2008	ACTUAL	\$ 14,303,001		\$ 13,617,001			\$ 343,000	\$ 343,000
FY 2009	ACTUAL	\$ 12,660,412		\$ 12,044,448			\$ 307,982	\$ 307,982
FY 2010	PROJ	\$ 7,783,089		\$ 7,514,021			\$ 134,534	\$ 134,534
FY 2011	PROJ	\$ 7,783,090		\$ 7,514,022			\$ 134,534	\$ 134,534
FY 2012	10%INC	\$ 7,860,921	INC 50/25/25	\$ 7,552,937	\$ 38,915	\$ 19,458	\$ 153,992	\$ 153,992
FY 2013	10%INC	\$ 8,647,013	INC 50/25/25	\$ 7,945,983	\$ 393,046	\$ 196,523	\$ 350,515	\$ 350,515
FY 2014	10%INC	\$ 9,511,714	INC 50/25/25	\$ 8,378,334	\$ 432,351	\$ 216,175	\$ 566,690	\$ 566,690
FY 2015	10%INC	\$ 10,462,886	INC 50/25/25	\$ 8,853,920	\$ 475,586	\$ 237,793	\$ 804,483	\$ 804,483
FY 2016	10%INC	\$ 11,509,174	INC 50/25/25	\$ 9,377,064	\$ 523,144	\$ 261,572	\$ 1,066,055	\$ 1,066,055
FY 2017	10%INC	\$ 12,660,092	DIST 80/10/10	\$ 10,128,073	\$ 751,009	\$ 199,954	\$ 1,266,009	\$ 1,266,009
FY 2018	10%INC	\$ 13,926,101	DIST 80/10/10	\$ 11,140,881	\$ 1,012,807	\$ 126,601	\$ 1,392,610	\$ 1,392,610
FY 2019	10%INC	\$ 15,318,711	DIST 80/10/10	\$ 12,254,969	\$ 1,114,088	\$ 139,261	\$ 1,531,871	\$ 1,531,871
FY 2020	10%INC	\$ 16,850,582	DIST 80/10/10	\$ 13,480,466	\$ 1,225,497	\$ 153,187	\$ 1,685,058	\$ 1,685,058
FY 2021	10%INC	\$ 18,535,640	DIST 80/10/10	\$ 14,828,512	\$ 1,348,047	\$ 168,506	\$ 1,853,564	\$ 1,853,564

This model will build strong collaborative organizations all equally committed to the promulgation of the amazing stories of those remarkable people who have inhabited this great land framed by the waters called "good river" (Ohio) by the Iroquois and the great lake named for powerful Erie Indian tribe who ruled these land.

Formula Funding Model 2: Formula Based with Grants

To support the efforts of history organizations across Ohio's 88 counties, this concept is to restructure the State of Ohio's operating budget funding model for Ohio history to on a formula basis which would include the Ohio Historical Society (OHS), Cincinnati Historical Society/Cincinnati Museum Center (CMC), Western Reserve Historical Society (WRHS) and a granting program for Ohio's smaller history organizations. The enclosed draft model has been developed to show an example of how a formula could work.

Again, this model has been developed with the following underlying principles:

- 1) This model could distribute funds throughout Ohio on a balanced grant program that would equalize support to organizations across the state, based on population;
- 2) **No funding should be taken away from the Ohio Historical Society** to fund Cincinnati Museum Center, Western Reserve Historical Society and/or the granting program;
- 3) During the past few biennia, funds to the Ohio Historical Society have been drastically reduced. Because of this **there is a recognized need to increase OHS dollar funding at a higher rate than CMC, WRHS or the granting program;**

- 4) A transition would be required to achieve this over time, recognizing achieving the goal could not be done immediately; and
- 5) Recognition that, regrettably the unfortunate reality exists that there may not be any additional state funds for Ohio history.
- 6) The goal for funding the promotion of a knowledge of Ohio's history and archaeology is to restore the base budget of Ohio Historical Society to a level equal to the 2008 funding as soon as is economically possible.
- 7) Until the level of funding in paragraph seven is achieved, half of all increased state funding would accrue to the direct benefit of Ohio Historical Society and 16% to Cincinnati Historical Society/Cincinnati Museum Center, Western Reserve Historical Society and the granting program.
- 8) The funding for Cincinnati Historical Society/Cincinnati Museum Center, Western Reserve Historical Society and the granting program shall increase per paragraph six until such time as ten percent of the total funds appropriated for Ohio Historical Society, Cincinnati Historical Society/Cincinnati Museum Center, Western Reserve Historical Society and the granting program are able to be distributed to Cincinnati Historical Society/Cincinnati Museum Center, Western Reserve Historical Society and the granting program.

This chart shows a model with FY2012 increased funding of 1% and 10% in subsequent years. With these increases, WRHS, CMC/CHS and the granting program would be funded at target levels in 2022 and OHS would then receive 80% of all funding increases.

BASIS	TOTAL FOR OHIO HISTORY	DISTRIBUTION METHOD	OHIO HISTORICAL SOCIETY	OHS INCREASE	WRHS, CMC & GRANTS INCREASE	CMC/CHS	WRHS	GRANT PROGRAM
FY 2004 ACTUAL	\$ 14,396,892		\$ 13,096,892			\$ 500,000	\$ 800,000	\$ -
FY 2005 ACTUAL	\$ 14,272,155		\$ 12,972,155			\$ 500,000	\$ 800,000	\$ -
FY 2006 ACTUAL	\$ 13,724,188		\$ 13,224,188			\$ 250,000	\$ 250,000	\$ -
FY 2007 ACTUAL	\$ 13,724,189		\$ 13,224,189			\$ 250,000	\$ 250,000	\$ -
FY 2008 ACTUAL	\$ 14,303,001		\$ 13,617,001			\$ 343,000	\$ 343,000	\$ -
FY 2009 ACTUAL	\$ 12,660,412		\$ 12,044,448			\$ 307,982	\$ 307,982	\$ -
FY 2010 ACTUAL	\$ 7,783,098		\$ 7,514,021			\$ 134,534	\$ 134,534	\$ -
FY 2011 ACTUAL	\$ 7,783,090		\$ 7,514,022			\$ 134,534	\$ 134,534	\$ -
FY 2012 1% INC	\$ 7,860,921	INC 50/16/16/16	\$ 7,552,937	\$ 38,915	\$ 12,972	\$ 147,506	\$ 147,506	\$ 12,972
FY 2013 10% INC	\$ 8,647,013	INC 50/16/16/16	\$ 7,945,983	\$ 393,046	\$ 131,015	\$ 278,521	\$ 278,521	\$ 143,987
FY 2014 10% INC	\$ 9,511,714	INC 50/16/16/16	\$ 8,378,334	\$ 432,351	\$ 144,117	\$ 422,638	\$ 422,638	\$ 288,104
FY 2015 10% INC	\$ 10,462,886	INC 50/16/16/16	\$ 8,853,920	\$ 475,586	\$ 158,529	\$ 581,167	\$ 581,167	\$ 446,633
FY 2016 10% INC	\$ 11,509,174	INC 50/12/12/26	\$ 9,377,064	\$ 523,144	\$ 174,381	\$ 710,703	\$ 710,703	\$ 710,703
FY 2017 10% INC	\$ 12,660,092	INC 50/16/16/16	\$ 9,952,523	\$ 575,459	\$ 191,820	\$ 902,523	\$ 902,523	\$ 902,523
FY 2018 10% INC	\$ 13,926,101	INC 50/16/16/16	\$ 10,585,527	\$ 633,005	\$ 211,002	\$ 1,113,524	\$ 1,113,524	\$ 1,113,524
FY 2019 10% INC	\$ 15,318,711	INC 50/16/16/16	\$ 11,281,832	\$ 696,305	\$ 232,102	\$ 1,345,626	\$ 1,345,626	\$ 1,345,626
FY 2020 10% INC	\$ 16,850,582	INC 50/16/16/16	\$ 12,047,768	\$ 765,936	\$ 245,099	\$ 1,590,726	\$ 1,590,726	\$ 1,590,726
FY 2021 10% INC	\$ 18,535,640	INC 50/16/16/16	\$ 12,890,297	\$ 842,529	\$ 269,609	\$ 1,860,335	\$ 1,860,335	\$ 1,860,335
FY 2022 10% INC	\$ 20,389,204	DIST 80/6/6/6	\$ 14,373,148	\$ 1,482,851	\$ 123,571	\$ 1,983,906	\$ 1,983,906	\$ 1,983,906
FY 2023 10% INC	\$ 22,428,125	DIST 80/6/6/6	\$ 16,004,285	\$ 1,631,136	\$ 135,928	\$ 2,119,834	\$ 2,119,834	\$ 2,119,834
FY 2024 10% INC	\$ 24,670,937	DIST 80/6/6/6	\$ 17,798,535	\$ 1,794,250	\$ 149,521	\$ 2,269,355	\$ 2,269,355	\$ 2,269,355

This model too, will build strong collaborative organizations along with a granting program to communities throughout Ohio.

Model is Rutherford B. Hayes Presidential Center

To support the major history centers in Ohio, this concept outlines a path to enable a similar funding model to The Rutherford B. Hayes Presidential Center for the Cincinnati Historical Society/Cincinnati Museum Center and Western Reserve Historical Society; whereby the operations of the museums, collections and programming would be administered jointly between OHS and each CMC and WRHS.

To successfully outlet The Rutherford B. Hayes Presidential Center model the following would happen:

- Amend ORC to include history support for CMC & WRHS, similar to the action in H.B. 715 of the 120th G.A. for the Hayes Presidential Center;
- The State of Ohio, via the Ohio Historical Society, execute contracts for management of the Cincinnati Historical Society/Cincinnati Museum Center and Western Reserve Historical Society, similar to the agreement with The Rutherford B. Hayes Center;
- Funding for both CMC and WRHS, like at the Hayes Presidential Center, would rely upon both private donations and endowments currently in place, as well as funding from the State of Ohio.

This model would require a separate general revenue fund line item for both CMC and WRHS in the Ohio Historical Society's biennial state appropriations, as well as for specific management overhead items to be undertaken over by OHS. The unique partnership between The Rutherford B. Hayes Presidential Center and OHS is a model that has worked over the years to preserve the site, museum, collections and library functions with a separate non-profit retaining ownership of certain artifacts, sites and management responsibilities.

Further, as the Cincinnati Historical Society/Cincinnati Museum Center and Western Reserve Historical Society have primary locations in two of Ohio's largest metropolitan areas—and combined, 60% of Ohioans reside in their service areas the allocation of state resources to them should be commiserate to the level of public service they provide. The joint operating expenses of these non-profit organizations is approximately \$9 million annually (CMC = \$4.5M; WRHS = \$5.6M). The Hayes Presidential Center receives approximately 46% of its annual funding from the State of Ohio. We suggest that the level of funding for CMC and WRHS be commiserate to this percentage of total budget—therefore, the State should allocate at least \$4.2 million (in total) annually to support the history operations of these organizations, based on the structure of The Hayes Presidential Center.

Appendix III

Summary of Common Survey Instruments

**Ohio Legislative Commission on the Education and
Preservation of State History**

**Summary of
Common Survey Instrument Results**

**Cincinnati Museum Center,
Ohio Historical Society and
Western Reserve Historical Society**

**Submitted
June 29, 2010**

Contents

Introduction.....	3
Cincinnati Historical Society / Cincinnati Museum Center (<i>founded in 1831</i>)	3
Ohio Historical Society (<i>founded in 1885</i>)	3
Western Reserve Historical Society (<i>founded in 1867</i>)	4
Comparison Data	5
Staffing.....	5
Volunteers	5
Attendance & Admission	6
Students in School Groups	6
Attendance from Outside Ohio	7
Public Programming and Activities.....	7
Internet Programming.....	7
Program Evaluation	8
Income	8
Sources of Income	9
Expenses	12
Net Operating Budgets: Deficits & Surpluses.....	12
Major categories of expenses.....	13
Other Financial & Operations Indicators.....	16
Capital Campaigns	16
Facilities	16
Museum Construction.....	17
Internet & Web.....	17
Outsourcing	18
Grounds & Facilities.....	18
Development & Fundraising.....	19
Collections	21
Collections on the Web	25
Appendix 1 – Survey Data Submitted By Each Organization.....	26
Appendix 2 – 990’s for Each Organization, FY 2009	27

Introduction

The Ohio Legislative Commission on the Education and Preservation of State History requested that Cincinnati Museum Center, the Ohio Historical Society, and the Western Reserve Historical Society develop a survey instrument to articulate key facts about each organization. The basis of the survey instrument was the 2009 Museum Financial Information report and survey tool produced by the American Association of Museums (AAM). Additional questions on collections and other data points were added from common surveys utilized by AAM, the Institute for Museum and Library Services and the Association of Fundraising Professionals.

This document is the product of a joint effort by Cincinnati Museum Center, the Ohio Historical Society, and the Western Reserve Historical Society to compile each institution's unique survey information together.

Cincinnati Historical Society / Cincinnati Museum Center (founded in 1831)

The Cincinnati Historical Society has its roots in the Historical and Philosophical Society of Ohio (HPSO), which was founded in 1831 in Columbus, Ohio. It was the first historical society in Ohio and is one of the oldest in the nation. In 1848, the HPSO moved from Columbus to Cincinnati. Over time, the collections narrowed from all of Ohio and the Americas to focus on the history of Southwestern Ohio and its surrounding areas. In 1963, the name of the HPSO was changed to the Cincinnati Historical Society. The Cincinnati Historical Society moved its library from its former location in the Cincinnati Art Museum to the newly renovated Union Terminal in 1990. Shortly thereafter, a history museum was opened for the first time.

In 1995, the Cincinnati Historical Society merged with the Museum of Natural History and Science (which traces its origins to the Western Museum, founded in 1818) to form the Cincinnati Museum Center for Natural and Cultural History and Science. Then, in 1997 the organization added the Cincinnati Children's Museum Association Inc and became Cincinnati Museum Center.

Cincinnati Museum Center at Union Terminal is a multi-museum complex housing the Cincinnati History Museum, Cincinnati Historical Society Library, and Museum of Natural History & Science, Duke Energy Children's Museum and Robert D. Lindner Family OMNIMAX® Theater. The mission of Cincinnati Museum Center is to inspire people of all ages to learn more about our world through science; regional history; and educational, engaging and meaningful experiences.

Ohio Historical Society (founded in 1885)

The Ohio Historical Society was formed as the Ohio State Archaeological and Historical Society in 1885 with the purpose of promoting knowledge of archaeology and history, especially in Ohio. The first state museum was established at University Hall on the Ohio State University campus in the 1880s. In 1954 the name was officially shortened to the Ohio Historical Society. In 1970 the Ohio Historical Center opened adjacent to the state fairgrounds at the intersection of I-71 and 17th Avenue in Columbus. Today the not-for-profit Ohio Historical Society is proud to be the state's full-service history partner, administering state support to Ohio's 58 historic sites and museums, the state archives, the state historic preservation office and serving as the public stewards for millions of the state's most valuable artifacts and historic documents. The Ohio Historical Society also provides a lengthy list of history resources and services such as educational programming, publications such as TIMELINE, historical markers, curatorial support for museum exhibits, facilitating federal and state historic tax credit projects, providing access to archival materials, historic preservation and archival services to local

governments and an array of outreach and services to hundreds of local historical societies and museums throughout Ohio.

Western Reserve Historical Society (*founded in 1867*)

The Western Reserve Historical Society (WRHS) is the largest and oldest historical organization in the region, founded as a branch of the public library by Clevelanders committed to preserving and sharing the rich history of Northeast Ohio. Today, WRHS is a nonprofit educational institution that preserves and uses its collections, historic sites, and museums to inspire people to explore the history and culture of Northeast Ohio and place that regional experience within the larger context of state, national, and global history.

Since its founding in 1867, the Society has sought to make history come to life, to enrich the present and the future. WRHS raises the visibility of the Society by offering our constituencies educational opportunities that meet their needs. We are driven by the interests of our communities. Our collections and staff offer information to the public on some of the most important and timely issues facing modern American society: ***Who am I and what is my place within this diverse United States? How will the economy retool itself in the 21st century allowing the American dream to continue for the coming generations?***

Today, WRHS owns and operated its University Circle Campus, comprised of its History Museum, which includes the Halle Costume Wing; the Crawford Auto Aviation Museum; and the Library/Archives & Genealogy Center. It also owns and operated Hale Farm & Village, a 90-acre living history museum located in Bath, OH, in the heart of the Cuyahoga Valley National Park, as well as two historic properties—Shandy Hall in Geneva, OH, Astabula County, and Loghurst in Canfield, OH, Mahoning County. It also has a major storage/preservation facility in Macedonia, OH, Summit County.

The Society, through the use of its collections in the areas of family history, community history, entrepreneurship, and technological innovation, provides the public with a much-needed sense of place in today's mobile society and a base for learning about invention and ingenuity that can be transferred into economic expansion. Each document and artifact (including our biggest artifacts—our historic properties) helps WRHS tell stories that personally engage individuals, young and old. The Society is committed to infusing its educational offerings with hands-on and technologically-savvy learning methodologies. It designs its outreach programs to incorporate the audio-visual nature of learning today and to meet the needs for interactive and life-long learning experiences. Staff, board, and volunteers strive to help its audiences achieve the Western Reserve Historical Society tagline—History...take it personally!

Comparison Data

The survey instruments that each Cincinnati Museum Center (CMC), the Ohio Historical Society (OHS), and Western Reserve Historical Society (WRHS) used comprise a multifaceted look at the key data behind the organizations. Attached to this document are the full surveys from each institution.

The primary survey vehicle that each CMC, OHS, and WRHS completed is based on a survey that the American Association of Museums (AAM) circulated and compiled in 2009 (AAM data sets from 2008). The *Museum Financial Information* survey gives the comparison data from CMC, OHS, and WRHS (based on 2009 figures) gives one way to view Ohio’s major history organizations, compared to those across the country and throughout the overall museum sector. Throughout this document, the AAM Median data point is based on 2008 survey results of museums across the United States that have an operating budget of more than \$4,000,000 annually, as reported in the *Museum Financial Information* survey.

Staffing

Paid, professional museum staff are critical to the operations of each organization. Professional and support staff are utilized by all three in both full-time and part-time employees. The total staff employed in 2009 by these organizations was **708** people. *Figure 1* shows the employment statistics for each organization.

Figure 1: Paid Staff Overview

	CMC	OHS	WRHS	AAM Median
Full-time staff	173	189	38	73
Part-time staff	178	28	24	38
Seasonal staff	19	39	20	25
Staff FTE’s	179	210	54.7	92.2

Volunteers

Volunteers are at the heart of these organizations. The value of this free workforce cannot be underestimated. For example, in 2009, **2,429** people volunteered at CMC, OHS and WRHS for **166,645** hours. The value of this donated time accounts for more than **\$3,076,267¹** to support the operations of these organizations.

Figure 2: Volunteerism

	CMC	OHS	WRHS	AAM Median
Total volunteers	831	997	601	266.5
Total hours volunteered in FY 2009	84,210	60,435	22,000	17,151
Ratio of volunteers to staff FTE’s	5.4	5.7	10.5	2.0

¹ The value of volunteer time is based on the average hourly earnings of all production and nonsupervisory workers on private nonfarm payrolls (as determined by the Bureau of Labor Statistics). Independent Sector takes this figure and increases it by 12 percent to estimate for fringe benefits.

http://www.independentsector.org/programs/research/volunteer_time.html

Attendance & Admission

Annual museum attendance provides an important measure of the reach and impact of the sector on the state. There are several types of attendance counts that CMC, OHS, and WRHS track annually—actual attendance onsite, off-site attendance, school attendance and other program attendance.

Collectively, in FY2009, they served more than 1.8 million people, of which almost 300,000 were students through school groups.

Figure 3: Total Attendance

	CMC	OHS	WRHS	AAM Median
FY 2007	1,088,045	345,638	109,895	201,726
FY 2008	1,308,823	435,012	104,788	201,750
FY 2009	1,490,397	375,176	94,400	N/A

While this information gives a good snapshot of total attendance, information was also collected on total paid, unpaid attendance, as well as information on student attendance (through school groups).

Figure 4: Paid & Free Attendance, FY2009

	CMC	OHS*	WRHS	AAM Median
Paid attendance	1,408,126	164,174	83,762	126,803
Free attendance	82,271	149,442	10,638	58,016
Attendance ratio, paid vs. total	94%	43.76%	88.9%	69.6%

* Note that OHS, by law, cannot charge citizens for access to the State Archives.

Students in School Groups

In 2009, more than 300,000 students in school groups experienced CMC, OHS and WRHS. Further, each organization also offers specific programs for K-12 educators—enabling an even broader reach into the formal education system. *Figure 5* and *Figure 6* show the reach of these organizations into the formal education system.

Figure 5: Students in School Group Attendance

	CMC	OHS	WRHS	AAM Median
FY 2007	201,853	98,912	50,000	
FY 2008	207,081	103,181	51,000	
FY 2009	189,644	61,560	43,390	22,383
Attendance ratio, students in school groups vs. total	12.77%	16.41%	45.9%	10.3%

Figure 6: K-12 Teachers Attending Workshops for Educators

	CMC	OHS	WRHS
FY 2007	258	500	130
FY 2008	348	500	230
FY 2009	928	500	260

Attendance from Outside Ohio

Museums are also visitor centers—the survey asked how many people from outside Ohio attended CMC, OHS and WRHS. Over the past three years, more than 500,000 people have contributed to the tourist economy through visitorship, and *Figure 7* shows this.

Figure 7: Attendance from Outside Ohio

	CMC*	OHS	WRHS
FY 2007	162,573	8,426	8,100
FY 2008	163,348	8,300	5,717
FY 2009	157,342	7,103	8,370

*Subject to zip code entry at point of sale, and does not include member visits.

Public Programming and Activities

In addition to pure attendance counts and ratios, CMC, OHS, and WRHS conduct numerous public programs, lecture series, and even musical performances for their communities. *Figure 8* outlines the other types of programming—beyond exhibits that each organization provides. The survey asked that each organization estimate the number of programs (history specific in *Figure 9*) offered in 2009 and the attendance to those programs. Although each organization provided data sets specific to public programs, the definition for and count of visitors may have different definitions for each museum—for instance, a program that’s conducted on the floor of the museum each weekend may not be included, while a lecture might be included.

Figure 8: Programming and Attendance

	CMC	OHS	WRHS
Total programs available in 2009	535	3,200	120
Annual attendance for programming	13,207	47,200	18,500

Figure 9: Programming Offerings Related to Collections

	CMC	OHS	WRHS
Behind-the-scenes collection tours	Yes	Yes	Yes
Talks by curators or collection staff	Yes	Yes	Yes
Field trips related to collecting	Yes	Yes	Yes
Identification of materials owned by public		Yes	Yes
Conservation or collections storage advice		Yes	Yes

Internet Programming

With the advent of the internet, the types of educational offerings and reach of these offerings is evolving. The survey asked about podcasting and use of social media—CMC and OHS podcast and all use various levels of social media (Twitter, Facebook, MySpace, etc.). Each organization also has video

content available to the public on their websites. *Figure 10* shows the unique visits to their websites for video content.

Figure 10: Web Visits for Video Content

	CMC	OHS	WRHS
FY 2009 unique visits	487,759	26,000 / 6,000,000	325,000

Program Evaluation

CMC, OHS and WRHS all evaluate their programs on an ongoing basis. *Figure 11* outlines the evaluation techniques used by each organization.

Figure 11: Program Evaluation

	CMC	OHS	WRHS
Evaluation forms for teachers, participants	Often	Yes	Often
Test groups for pilot programs	Never	Yes	Often
Facilitated participant review sessions	Sometimes	Yes	Sometimes
Outside evaluations (peers or Consultants)	Often	Yes	Often
Comment forms	Often	Yes	Often
Other, web surveys, focus or community groups	Sometimes	Yes	Sometimes
No formal system of evaluation	Never		Sometimes

Income

Each organization was asked about their operating income² and non-operating income³, and these are highlighted in *Figure 12* and *Figure 13*.

Figure 12: Operating Income

	CMC	OHS	WRHS	AAM Median
FY 2007	\$17,556,125	\$19,839,254	\$5,739,822	\$9,988,689
FY 2008	\$21,851,320	\$20,063,161	\$4,351,783	\$9,498,483
FY 2009	\$19,100,050	\$18,744,048	\$4,228,588	-

Figure 13: Non-Operating Income

	CMC	OHS	WRHS	AAM Median
FY 2007	\$583,909	\$4,125,098	\$4,684,521	\$3,289,015

² Income generated by a museum’s general operations in a given fiscal year

³ Income related to temporary or permanently restricted funds, such as endowment contributions and pledges, capital campaign contributions and pledges, and all returns on investment—realized or unrealized—that is not used for operations.

FY 2008	\$ -282,171	\$991,861	\$ -1,125,199	\$1,315,171
FY 2009	\$1,101,296	\$1,276,386	\$ -3,303,490	-

Sources of Income

The survey asked to divide income into four major categories: Government, Private, Earned Income and Investment Income. For the most recently completed fiscal year, FY2009, see *Figure 14* to compare the percentage of income received by each source for each organization as well as the AAM Median data point (based on 120 responses).

Figure 14: Sources of Operating Income

	CMC	OHS	WRHS	AAM Median
Government Sources	24%	74%	12%	18.3%
Private Sources	11%	9%	14%	30.2%
Earned Income	64%	15%	40%	34.1%
Investment Income	1%	2%	34%	17.3%

Government

Figure 15 outlines government sources of funding for each organization. These are funds from local, state or federal sources. These monies could be garnered from grants, contracts, agreements or line-item appropriations.

Figure 15: Operating Income – Government Support

	CMC	OHS	WRHS
Federal government	\$153,056	\$2,085,512	-
State government	\$322,205	\$11,845,833	\$307,922
Local government	\$2,667,659	\$7,817	\$218,212

Private (Contributed) Support

Figure 16 highlights the private support received by each organization in FY2009. These monies represent charitable donations/income received from individuals, foundations and corporations (non-government).

Figure 16: Operating Income – Private (Contributed) Support

	CMC	OHS	WRHS
Community foundations	\$653,506	\$5,324	\$603,962
Corporate foundations	\$148,029	-	-
Corporations	\$216,295	\$111,486	\$86,096
Donations from individuals	\$1,174,811	\$1,538,960	\$232,809
Funding from support organization	-	\$908,553	-
Fund-raising events	\$178,278	-	\$103,350

Earned Income

Figure 17 shows the earned income of each organization by category. Again, the rows only include data if respondents said they receive income from a given source. Figure 15 does not include income derived from general admission, as the organizations were not asked this specifically.

Figure 17: Operating Income – Earned Income

	CMC	OHS	WRHS
Special Exhibitions	\$3,276,521	-	-
Membership fees total	\$1,655,500	\$383,961	\$185,900
Individual/family	\$1,655,500	\$383,361	\$180,850
Corporate	-	\$600	\$5,050
Fairs/festivals (gross)	-	\$148,312	-
Program/education fees	\$751,603	\$458,786	\$215,178
Web-based revenue (gross)	\$218,789	\$11,320	-
Museum store income (gross)	\$1,093,500	\$485,577	\$167,939
Food service (gross)	\$1,578,921	-	-

Investments & Endowments

Each organization has an endowment that contributes to annual operating income. Both CMC and OHS also reported other investment sources that provided funds to their operations in FY2009. Figure 18 shows the amount of funds derived to support organizational operations for FY2009 from endowments and other investments.

According to AAM, seventy percent of museums across the country have endowments, and of those the median value of endowment was \$32,587,206. Figure 19 highlights specific details about the endowments that support CMC, OHS and WRHS.

Figure 18: Operating Income – Investments

	CMC	OHS	WRHS
Endowment (contribution to operating income only)	\$687,980	\$96,586	\$1,436,065
Other investments	-\$437,725	\$302,234	-

Figure 19: Endowment Size

	CMC	OHS	WRHS
% of operating income	3.5%	1%	34%
Value at beginning of latest FY	\$21,965,927	\$4,726,474	\$22,411,829
Engaged in active endowment fundraising campaign	Yes	No	No

Giftshops/Stores/Bookstores

Figure 20 outlines details on the revenue generated through giftshops, stores or bookstores at CMC, OHS and WRHS. Each has retail operations that generate revenue for their operations.

Figure 20: Income – Giftshops/Stores/Bookstores

	CMC	OHS	WRHS
Total square footage	8,419	N/A	2,200
Gross income	\$1,093,500	\$485,577	\$167,939
Net income	\$202,138	-	\$113,576
Gross income per square foot	\$129.88	N/A	\$76.34
Gross income per visitor (most recent FY)	\$0.73	\$1.29	\$1.77
Net income per visitor (most recent FY)	\$0.14	N/A	\$1.20
Percentage of operating income (gross)	6%	3%	4%
Percentage of operating income (net)	1%	N/A	3%

Admissions & Memberships

Admission fees and memberships are a staple for museums across the nation, according to AAM. This is no different for CMC, OHS and WRHS. Basic ticket prices range from \$8.00 to \$12.00 for a standard, non-member adult admission.

AAM reports that nearly three-quarters of museums with general admission fees offer free admission (on occasion) and almost all offer discounts or special schedules. CMC, OHS, and WRHS each offers discounted or special group rates on admissions. Further, all three institutions have free admission days throughout the year for the visiting public.

Ninety percent of all museums, per AAM, have some kind of membership program. The respondents of this survey all have active membership programs. *Figure 21* outlines the membership data provided by CMC, OHS and WRHS.

Figure 21: Individual/Family Memberships

	CMC	OHS	WRHS	AAM Median
Number of Individual/Family memberships	21,515	7,061	2,667	4,399
Minimum dues	\$79	\$35	\$25	\$45
Retention rate	79%	71%	82.8%	70%
Average dues collected per member	\$76.95	\$54.29	\$72.70	\$78.62

Strong membership retention ratios as well as year-over-year strength in member families can be a good indicator of how people feel about the value of membership to an organization. Further, in many cases, membership can be a strong revenue generator for museums. *Figure 22*, shows the member family average over the past three years for each organization.

Figure 22: Individual/Family Memberships, Three Year Average

	CMC	OHS	WRHS
FY 2007	18,648	7,848	3,382
FY 2008	21,098	7,578	2,978
FY 2009	21,575	8,340	2,667
Percentage of member households from Ohio, FY 2009	80%	94%	96%
Percentage of membership dues/fees that contributes to overall operating revenue	9%	2%	4.7%

Expenses

Each organization was asked about their operating expenses⁴ and non-operating expenses⁵, and these are highlighted in *Figure 23* and *Figure 24*.

Figure 23: Operating Expenses

	CMC	OHS	WRHS	AAM Median
FY 2007	\$17,246,109	\$19,697,776	\$6,984,036	-
FY 2008	\$21,245,807	\$20,095,600	\$5,034,759	\$5,272,197
FY 2009	\$20,197,201	\$18,562,695	\$5,607,433	-

Figure 24: Non-operating Expenses

	CMC	OHS	WRHS	AAM Median
FY 2007	\$2,025,385	\$2,935,359	-	-
FY 2008	\$2,120,494	\$2,021,565	\$28,330	\$5,272,197
FY 2009	\$2,481,327	\$3,054,969	\$52,101	-

Net Operating Budgets: Deficits & Surpluses

Each organization was also asked about operating budget deficits, and if any had occurred during the reporting period, to indicate whether it was planned or involuntary. In 2007, Western Reserve Historical Society reported a deficit and in 2008, the Ohio Historical Society reported a deficit. Both deficits were involuntary—or incurred when the museum is unable to balance the budget by generating sufficient revenue or controlling expenses. In 2009, Cincinnati Museum Center reported a strategic deficit. The intent of this question is to determine if deficits were incurred strategically to fund improvements versus deficits that signal financial distress. AAM reported that for this period a substantial number of museums ran a deficit during this period—in 2007, 9.1% of like-institutions had involuntary deficits and in 2008, this was 16.9%.

⁴ Expenditures supporting the museum's general operations in a given fiscal year

⁵ Expenses related to temporarily or permanently restricted funds, all realized capital losses and capital expenditures

Major categories of expenses

Overall, museums can divide their expenses into three categories: museum-related activities⁶, management and general expenses⁷, and fundraising⁸. These major expense categories for CMC, OHS, WRHS, and AAM Median are outlined in *Figure 25*.

An additional category related to fundraising efficiency has been added, calculated as fundraising expense divided by total contributions received (including contributions from government sources). This is a standard measure used by funders and nonprofit evaluators to assess whether an organization is making good use of its fundraising resources. According to Charity Navigator, the median fundraising efficiency for all charities is \$0.09.

Figure 25: Operating expenses by major category

	CMC	OHS	WRHS	AAM Median
Museum-related activity	\$12,470,362	\$14,423,186	\$4,380,897	\$5,272,197
Management and general expense	\$6,456,495	\$3,738,953	\$814,573	\$2,483,690
Fundraising	\$1,385,113	\$400,556	\$411,973	\$581,749
Fundraising efficiency ⁹	\$0.11	\$0.03	\$0.37	\$0.15

Personnel

As with any museum, personnel costs are usually the single largest expense, and this holds true to the data provided by CMC, OHS, WRHS, and the AAM Median outlined in *Figure 26*. Combined, CMC, OHS, and WRHS spend \$23 million on their employees.

Figure 26: Personnel Expenses

	CMC	OHS	WRHS	AAM Median
Total personnel expenses	\$8,512,717	\$11,602,786	\$2,948,536	\$4,531,910
% of operating expenses	42%	63%	53%	50.10%
Grand total: \$23,064,039				

Collections Care

Collections are a founding principle of each CMC, OHS and WRHS. *Figure 27* shows how much each organization spends on their collections, based on the most recently completed fiscal year.

⁶ Expenses related to the performance of the museum’s tax-exempt purpose, including educational programming, exhibits, collections care, research, etc. The Internal Revenue Service refers to these as “program services.”

⁷ Expenses related to running any organization, such as management, administration and building maintenance. This includes the relevant portion of personnel costs for administrative staff, legal services, accounting, office management, etc. It does not include the expense of functions unique to museums nor any expense related to fundraising.

⁸ Includes total expenses incurred in soliciting contributions, gifts, grants, etc., including associated overhead costs. This also includes publicizing and conducting fundraising campaigns, soliciting bequests and grants, preparing and distributing fundraising materials and conducting fundraising events.

⁹ Fundraising expenses divided by total contributions received.

Figure 27: Collection Care Expenses

	CMC	OHS	WRHS	AAM Median
Collection care expenses	\$2,175,629	\$2,303,679	\$3,163,501	\$707,222
% of operating expenses	11%	12%	56%	5.6%
Grand total: \$7,642,809				

Marketing

CMC, OHS, and WRHS have separate marketing budgets to promote their museums, programs and collections. In total, they spent more than \$2 million in advertising in FY2009. This follows the AAM trends among museums across the country—most have separate marketing budgets and most, of similar size, spend about 5% of their operating budgets on marketing. Each institution relies heavily on free promotion activities and “earned media” to supplement its marketing efforts. *Figure 28* shows the total marketing budgets of each institution, its percentage of total operating budget, and the expense per visitor for FY2009.

Figure 28: Marketing Expenses

	CMC	OHS	WRHS	AAM Median
Total marketing expenses	\$1,298,619	\$478,559	\$261,495	\$461,240
% of operating budget	6%	3%	5%	5.7%
Marketing expenses per visitor (most recent FY)	\$1.14	\$0.78	\$2.77	\$2.06
Grand Total: \$2,040,104				

Education

As with collections care, education is a cornerstone to museums across the country and with CMC, OHS, and WRHS and each organization has a dedicated budget to serve this mission. *Figure 29* highlights the education budget of each institution and the AAM Median.

Figure 29: Education Expenses

	CMC	OHS	WRHS	AAM Median
Total education expense	3,567,038	2,061,210	366,881	\$601,844
% of operating budget	18%	11%	7%	7%
Education expenses per visitor (most recent FY)	\$0.42	\$0.18	\$0.26	\$2.82
% of education budget targeting K-12 students	85%	90%	100%	64%
Grand Total: \$5,995,129				

Security

With the one-of-a-kind collection types museums have, keeping them safe is a high priority. CMC, OHS, and WRHS have dedicated budgets for security. These can be used for simple locks to floodlights or cameras and alarms. *Figure 30* shows the security expenses for each organization in FY2009.

Figure 30: Security Expenses

	CMC	OHS	WRHS	AAM Median
Total security expense	\$445,274	\$564,396	\$183,569	\$466,000
% of operating budget	2%	3%	3%	4.40%
Security expenses per square foot (most recent FY)	\$1.13	\$0.60	\$0.24	\$2.85
Grand Total: \$1,192,239				

Depreciation

Depreciation is a noncash expense reflecting a decrease in the value of assets as they age and experience wear and tear. *Figure 31* reflects the responses of CMC, OHS, WRHS, and the AAM Median equivalent regarding depreciation on buildings, building systems, and of the non-building assets (computers, office equipment, etc.) for the most recently completed fiscal year.

Figure 31: Depreciation

	CMC	OHS	WRHS	AAM Median
Building & building systems	\$856,463	\$564,396	\$762,050*	\$466,000
Non-building	\$1,180,921	\$104,385	-	\$206,880

* Represents total depreciation, building and non-building

Financial Ratios

Based on the AAM Museum Financial Information survey, this summary document will provide further analysis provided by CMC, OHS, WRHS and an AAM Median (when available). The descriptions below of each ratio type, definition, and purpose come directly from AAM's Museum Financial Information publication.

Cost Per Museum Visitor

This is calculated by dividing each museum's total operating expense by the total attendance. It is not meant to represent the specific cost of serving a particular visitor, but rather how much the museum spends overall relative to the number of people it serves. This ratio might be used, for example, as a comparative measure of what it cost to run a museum versus its impact on community members. The median cost run a museum in 2008 was \$31.40 per visitor served, and was about the same in 2006 and 2007. *Figure 32* outlines the cost per museum visitor for CMC, OHS, and WRHS for FY2009.

Earned Income Per Museum Visitor

Earned income per museum visitor is calculated by dividing each museum's total earned income by the total number of visitors. Earned income includes money from sources such as space rentals, admission fees, the museum store and food service. The earned-income-per-museum-visitor figure does not represent the amount of money spent by each visitor. It is just a ratio that indicates how much a museum earns relative to the number of people who visit. Overall, museums earn a median of \$7.22 per visitor.

Why is this a useful ratio? Sometimes governing boards or outside funding sources expect museums to solve financial problems by increasing their earned income. Looking at the financial ratios presented here can help a museum benchmark its performance and consider its options. For example, increasing earned income might be accomplished by increasing the number of people served or by increasing the amount of dollars earned per visitor.

The ratio also dramatizes the nature of the nonprofit museum. Much of what museums do is inherently not profitable. We noted above that a museum’s median cost per visitor in 2008 was \$31.40. Contrast this with the \$7.22 earned per visitor. For every dollar earned per visitor, museums usually need to find more than \$3 from other sources to support their operations.

Dollars Raised Per Museum Visitor

Dollars raised per museum visitor is calculated by dividing each museum’s total operating income from private sources—charitable income from non-government sources such as individual contributors, foundations or corporations—by its total attendance.

Figure 32: Financial Ratios

	CMC	OHS	WRHS	AAM Median
Cost per museum visitor	\$13.55	\$49.48	\$59.40	\$46.84
Dollars earned per museum visitor	\$7.56	\$7.33	\$6.03	\$13.18
Dollars raised per museum visitor	\$4.74	\$4.41	\$10.87	\$11.27

Other Financial & Operations Indicators

Capital Campaigns

According to the data collected through this survey, only Cincinnati Museum Center is currently engaged in a capital campaign. The attached survey document outlines the goal, etc. of the campaign but for the purposes of this summary, without additional data points from either OHS or WRHS, this information will not be included.

Facilities

AAM’s Museum Financial Information survey instrument uses definitions developed by the International Association for Museum Facility Administrators for building maintenance expenses¹⁰ and building operations expenses¹¹. For each CMC, OHS, and WRHS, the organizations pay these expenses. However, on ownership of buildings, CMC has a long-term lease for Union Terminal (owning the Geier Collections & Research Center and the Eulett Education Center). WRHS owns its facilities. OHS administers state-owned properties in most cases, although the Society does own some of the facilities among its 58 historic sites and museums.

¹⁰ The cost of building maintenance and repair (non-capital), including maintenance of HVAC equipment, elevators, exterior building, painting, carpentry, plumbing, roofing, flooring, etc., but excluding exterior grounds and exhibit maintenance.

¹¹ This includes the “base” costs of annual, day-to-day operation and upkeep of a building. Includes the costs associated with janitorial/custodial services, including salaries and benefits of staff engaged in this work, utilities, and insurance. Does not include building maintenance costs.

Figure 33: Building Operation & Maintenance Expenses

	CMC	OHS	WRHS	AAM Median
Building operation expenses	\$2,459,783	\$1,993,586	\$625,429	\$900,253
Building operation expenses per square foot	\$4.24	\$2.13	\$0.83	\$5.66
Building maintenance expenses	\$809,087	\$651,582	\$163,512	\$279,652
Building maintenance expense per square foot	\$1.29	\$0.70	\$0.22	\$1.49

Museum Construction

All, CMC, OHS, and WRHS have started new building, expansion and/or renovation projects in the past three years. During the reporting period, only OHS completed project(s) with a total construction cost of \$5,884,884.

Internet & Web

CMC, OHS and WRHS all have a web presence. *Figure 34* outlines web activity for each organization.

Figure 34: Internet Presence

	CMC	OHS	WRHS
Unique visits per month	10,001–50,000	500,001-1 million	10,001–50,000
Can purchase items from museum gift store/bookstore	No	Yes	Yes
Can purchase/pay for admission tickets	Yes	No	No
Can purchase/pay for museum membership	Yes	Yes	Yes
Can renew museum membership	Yes	Yes	Yes
Can donate to museum	Yes	Yes	Yes
Can search for digital images	Yes	Yes	Yes
Can search library holdings	Yes	Yes	Yes

For their web presence, the survey asked about the costs related to website development and maintenance (including design, maintenance, Internet access, website hosting and email services). From this definition, the costs, outlined in *Figure 35*, will not include expenses related to collection management software that has web components. Further, if an organization had a revenue generating web presence, the survey asked how much was generated through the Internet.

Figure 35: Internet and Web Costs and Revenue

	CMC	OHS	WRHS	AAM Median
Internet/web costs	\$19,440	\$53,733	\$2,633	\$32,296
Web-based revenues (gross)	\$218,789	\$11,320	-	\$53,000

Outsourcing

CMC, OHS, and WRHS outsource (all or in-part) various aspects of their operations. *Figure 36* highlights which activities are outsourced at each institution.

Figure 36: Outsourcing

	CMC	OHS*	WRHS
Gift shop, store or bookstore - onsite	No	In part	No
Gift shop, store or bookstore – Internet operations/e-commerce	No	No	No
Visitor food service	Fully	No	Fully
Housekeeping	Fully	In part	No
Groundskeeping	No	In part	In part
Special event/program marketing	No	In part	No
Security	No	In part	In part
Overall institutional marketing	No	In part	No
Development/fundraising	No	No	No
Website content development (exclusive of e-commerce)	In part	Plan to outsource	No
Website maintenance	In part	No	No
Website hosting	In part	No	In part
All other IT services	In part	Plan to outsource	No
Audience research/evaluation	In part	No	In part

*OHS partners with local groups to operate 48 of its 58 historic sites and museums. Many of these local groups operate gift shops, provide housekeeping and groundskeeping services, security and perform fundraising activities.

Grounds & Facilities

More than 2,300,807 square feet and 19,264 acres are managed by CMC, OHS and WRHS. *Figure 37* shows the broad expanse of grounds and facilities that each organization operates and maintains.

Figure 37: Grounds and Facilities, Overview

	CMC	OHS	WRHS
Approximate square footage of facilities	579,807	971,000	750,000
Number of buildings	3	300	47
Approximate acreage of grounds	14,017	5,000	247

The survey also asked that each organization detail how their space is used (storage, program space, exhibits, etc.). *Figure 38* outlines the various spaces for each organization.

Figure 38: Facility Use by function

	CMC	OHS	WRHS
Registration	1,660		1,800
Collection storage	50,800	122,000	111,000
Collections Processing			20,000
Laboratories	6,400		1,000
Conservation	2,500		2,450
Collection offices	4,740		5,350
Administrative offices	87,855		13,800
Exhibits	167,876	159,400	83,600
Performance venues	7,863		
Education spaces	5,936		55,900
Retail	8,419		3,200
Public spaces	132,082		
Concessions			4,300
Storage			
Maintenance & utility			124,124
Parking	330,000		33,244

Development & Fundraising

Although prior sections are devoted to income generated by fundraising activities and the expense of those activities, a separate section of the survey asked each organization specific questions related to their development staff.

Figure 39: Fundraising Staff

	CMC	OHS	WRHS
Vice president or associate director	1	1	0.8
Major gifts, capital or endowment campaigns (individual)	0.5	0	0.2
Planned giving	0.5	0	0
Annual fund	2	0.75	0.4
Government relations	1	1.5	0.1
Foundation relations	1	0.75	0.75
Corporate relations	1	0.5	0.3
Special Events	0	0.75	0.5
Support Staff			
Prospect research	1	0.25	0.1
Government compliance	0.5	0.25	0.1
Foundation compliance	0.25	0.25	0.25
Donor relations/benefits fulfillment	0.25	0.5	0.8
Database management	1	1	0.5
Gift processing/data entry	1	1	0.75
Admin Assistant	1	0.75	0
Portion of chief executive's time spent on fundraising	0.5	0.25	0.5
Total fundraising staff	12.5	9.5	6.05

Cincinnati Museum Center was the only respondent to identify that they were engaged in a Capital and Endowment Campaigns. The total goal is \$175,000,000 (of which \$25,000,000 is for endowment). They report that they have raised more than \$21,000,000 so far, with no campaign end-date specified.

Both CMC and OHS have Planned Giving programs that are active “annual” campaigns with associated marketing budgets (CMC’s is \$10,000 and OHS’s is \$5,000). Further, all the organizations have active, annual major giving programs—minimum qualifying annual gifts range from \$1,000 to \$1,200.

Figures 40 to 42 outline the annual, capital and endowment fundraising efforts reported by each organization.

Figure 40: Annual Operating Fundraising

	CMC	OHS	WRHS
Government support			
Federal	\$153,056	\$2,085,512	N/A
State	\$322,205	\$11,845,833	\$307,922
Local	\$2,667,659	\$7,817	\$218,212
Individual Annual Fund support	\$1,174,811	\$1,538,960	\$164,537
Corporate Annual Fund support	\$364,324	\$111,486	N/A
Foundation Operating Grants	\$635,506	\$5,324	\$603,962
Total Operating Support	\$5,317,562	\$15,594,932	\$1,294,633

Figure 41: Capital Fundraising

	CMC	OHS	WRHS
Government capital commitments			
Federal	\$232,185	\$150,000	-
State	\$74,079	\$6,350,000	\$2,800,000
Local	\$1,704,150	\$30,000	-
Individual capital gift commitments	\$25,000	\$17,141	-
Corporate capital gift commitments	\$23,321	\$36,850	-
Foundation capital gift commitments	\$20,000	\$148,170	-
Total Capital Commitments	\$2,078,734	\$6,732,161	\$2,800,000

Figure 42: Endowment Fundraising

	CMC	OHS	WRHS
Individual endowment gift commitments	\$2,301,557	\$6,248	-
Corporate endowment gift commitments	\$42,188	-	-
Foundation endowment gift commitments	\$2,488,196	\$2,050	-
Total Endowment Commitments	\$4,831,941	\$8,298	-

Collections

There are several ways to view the broad term of “collections” for history organizations. The way that this survey approached collections was based on AAM and the Institute for Museum and Library Science’s Museum Assessment Program (MAP) survey. The MAP survey itself is a tool for a museum to assess itself and has a particular focus on collections and their care.

CMC, OHS, and WRHS have a vast number of collections and collection types. Although the specific history of each organization is different, their collections were formed in similar ways—by gift, field work, transfers and purchases. Further, each has a collecting plan and deaccessioning plan. *Figure 43* demonstrates the types of collections of each organization and their “count.” There is caution to be noted here—while the organizations have made good attempts to represent their collections in the same counting method, discrepancies may remain.

Each organization cares for the items within their collection—they use professional conservators and actively provide conservation treatment to items. Further, all use collection management software to track and manage items.

Figure 43: Collections overview by type and approximate count

	CMC	OHS	WRHS
Books	40,000 est.	154,799 counted	238,000 est.
Maps	2,500 catalogued	1,396 catalogued	848 linear feet est.
Photographs	750,000 est.	15,000 collections est.	4,000,000 est.
Historical artifacts	40,000 catalogued	250,000 est.	103,070 est.
Archaeological items	365,000 catalogued & est.	1.25 million est.	-
Ethnology	9,000 counted	-	-
Biology	<i>See below</i>	250,000 inventory	-
Paleontology	<i>See below</i>	-	-
Manuscripts (cubic ft.)	10,800 collections	14,000 cubic ft. counted	73,765 l.f.
Government records (cubic ft.)	-	37,377 cubic ft. counted	2,205 l.f. est.
Paintings, prints & drawings	4,150 catalogued	1,292 catalogued	4,000 est.
Other (Arch. Draw)	60,000 catalogued	-	1,386 l.f.
Other (pamphlets)	32,000 est.	-	392 l.f.
Other (original newspapers)	140 titles	24,000 catalogued & est.	25,000 volumes
Other (master microfilm)	2,000 reels	57,761 reels	30,500 reels
Other (born digital)		1.20 TB	-
Other (historic buildings)	1	139	36 counted
Other (Moving Images-film)	6 million ft.		872 l.f. (audio-visual)
Other (Moving Images-video)	3,000 recordings		
Other (Sound recordings)	4,000 recordings		
Other (Ephemera)	10,000 est.		
Other (Broad­sides)	900 catalogued & counted		
<u>Biology</u>			
Birds	45,000 catalogued		
Bird eggs	2,500 counted		
Amphibians & reptiles	15,000 catalogued		
Molecular samples	10,000 catalogued		
Mammals	3,500 catalogued		

Fish	5,000 cataloged
Entomology	10,000 est.
Malacology	16,400 catalogued
<u>Paleontology</u>	
Invertebrate Paleontology	300,000 catalogued & counted
Vertebrate Paleontology	40,000 catalogued & counted
Mineralogy	20,000 catalogued & est.

Each organization continues to collect items either passively¹² or actively¹³. *Figure 44* outlines the collecting outlook of each organization and *Figure 45* highlights, by percentage, how each institution adds to its collection.

Figure 44: Collecting habits

	CMC	OHS	WRHS
Passive collecting, no formal restraints on what will be accepted			
Passive collecting, accepting what is offered within the guidelines set by mission, collections policy and/or collecting plan	Yes	Yes	
Active collecting, limited to soliciting donations of material			
Active collecting, including purchases and/or underwriting field collecting	Yes	Yes	Yes

Figure 45: Acquisitions to collections, by percentage

	CMC	OHS	WRHS
Gifts (donations)	80%	64%	94%
Bequests	3%	10%	3%
Purchase	1%	5%	3%
Field collection	15%	20%	-
Exchange	-	1%	0.25%
Other, deposit	1%	-	-

Each institution owns their collections in-all or in-part. Cincinnati Museum Center owns the majority of its collections, aside from a few paleontology specimens, which are property of the U.S. Government. Western Reserve Historical Society owns all the items in its collection. The Ohio Historical Society acts as the state’s agent to manage the State Archives of Ohio (with the state owning the material in the archives) and the Society also cares for the Ohio Battle Flag collection (owned by the Adjutant General’s Office)—all other items in the collection are owned by OHS. In addition to collections owned by the society, OHS also manages collections on behalf of state, local and federal government entities. OHS acts

¹² Passive collecting is to take advantage of opportunities that are offered to acquire material.

¹³ Active collecting is to devote resources (e.g., staff and board time, money) to the acquisition of targeted material.

as the state’s agent to manage the State Archives of Ohio, which includes both state and local government records. OHS also manages collections on behalf of the Adjutant General’s office (the Ohio Battle Flag Collection), the Ohio Department of Natural Resources (recently acquired state endangered species) and the Ohio Department of Transportation (material collected from state property that OHS curates). In addition, the Ohio Historic Preservation Office maintains records for various state and federal entities relating to archaeological excavations, tax credit files, inventories of historic and archaeological sites, and the National Register of Historic Places. OHS also collects federally endangered species specimens on behalf of the U.S. Fish and Wildlife Service and federally-owned archaeology materials that OHS curates on the federal government’s behalf.

Both adding items and removing items from the collections of an organization are serious endeavors. With collections policies in place and overarching industry standards, museums need to maintain adequate controls on their collecting. The survey asked that organizations show how many accessions¹⁴ and deaccessions¹⁵ have been made over the past three years, what factors were taken into consideration before making an acquisition, and how deaccessions were made. *Figures 46– 52* outline the responses to these questions.

Figure 46: Accessions into Collections by Year

	CMC	OHS	WRHS
FY 2007	248	102	317
FY 2008	256	184	421
FY 2009	220	81	299

Figure 47: Resources Assessed when Considering Acquisitions

	CMC	OHS	WRHS
Available storage / exhibition space	Yes	Yes	Yes
Staff and time needed to process acquisition	Yes	Yes	Yes
Insurance		Yes	Yes
Security requirements		Yes	Yes
Endowment needed for future care	Yes	Yes	Yes
Other	<ul style="list-style-type: none"> • Ability to care for • Required conservation • Hazardous material 		<ul style="list-style-type: none"> • Condition of material

Figure 48: Deaccessioned Objects by Year

	CMC	OHS	WRHS
FY 2007	0	8	4
FY 2008	0	9	1,801
FY 2009	0	31	98

¹⁴ Additions to the collection

¹⁵ Removal of items in the collection

Figure 49: Disposal of Deaccessioned Objects, 2007

	CMC	OHS	WRHS
Transfer w/in museum (e.g., for education)	0	0	0
Donation or exchange with another museum or nonprofit	0	3	0
Repatriated as required by national or international law	0	0	0
Sale at public auction	0	0	4
Destruction	0	2	0
Other	0	3	0

Figure 50: Disposal of Deaccessioned Objects, 2008

	CMC	OHS	WRHS
Transfer w/in museum (e.g., for education)	0	2	0
Donation or exchange with another museum or nonprofit	0	4	1
Repatriated as required by national or international law	0	0	7
Sale at public auction	0	1	1,800
Destruction	0	3	0
Other	0	0	0

Figure 51: Disposal of Deaccessioned Objects, 2009

	CMC	OHS	WRHS
Transfer w/in museum (e.g., for education)	0	1	0
Donation or exchange with another museum or nonprofit	0	24	0
Repatriated as required by national or international law	0	0	0
Sale at public auction	0	0	91
Destruction	0	5	0
Other	0	1	0

Figure 52: Disposal of Deaccessioned Objects, Total Amount Realized From Sale

	CMC	OHS	WRHS
2007	0	0	\$2,146,416
2008	0	\$4,000	\$1,275,297
2009	0	0	\$1,653,879

Collections on the Web

Making collections accessible to the public is a main priority of each CMC, OHS and WRHS. To this end, collections are made available (searchable) online. This survey asked if how often the public accessed the online collections of each museum. *Figure 53* shows the findings.

Figure 53: Unique Web Visits to Collection, most recently completed fiscal year

	CMC	OHS	WRHS
Unique visits	63,518	1,800,000	325,000
Searches		1,440,000	

Appendix IV

Minutes of Commission's meetings



Ohio Senate
Senate Building
1 Capitol Square
Columbus, Ohio 43215
(614) 466-8068

Committees:

Judiciary – Civil Justice, Chair
Judiciary – Criminal Justice
State and Local Government
and Veterans Affairs
Finance and Financial Institutions
Government Oversight
Insurance, Commerce and Labor

Bill Seitz
State Senator
8th District

Ohio Legislative Commission on the Education and Preservation of State History
Minutes
November 18, 2009
128th General Assembly

The Ohio Legislative Commission on the Education and Preservation of State History was called to order at 11:06 am in the Grant Hearing Room of the Statehouse.

Attendance was taken, and a quorum was present.

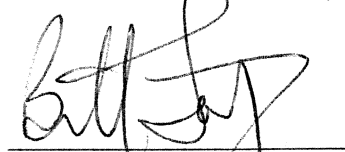
Members introduced themselves and discussed the commission's enabling legislation and a schedule for future meetings.

The following witnesses testified before the commission:

- Jim Strider, Ohio Historical Society (written testimony)
- Douglass McDonald and Tonya Matthews, Cincinnati Museum Center (written testimony)
- Gainor Davis, Gregg Jelinek, Ed Pershey, and Janice Ziegler, Western Reserve Historical Society (written testimony)
- Gregory Myers, Ohio Association of Historical Societies and Museums (written testimony)

Judith Cobb, Society of Ohio Archivists, submitted written testimony and was asked to testify at the next hearing.

With no further business, the commission adjourned at 1:00 pm.


Bill Seitz, Chair



Ohio Senate
Senate Building
1 Capitol Square
Columbus, Ohio 43215
(614) 466-8068

Committees:
Judiciary – Civil Justice, Chair
Judiciary – Criminal Justice
State and Local Government
and Veterans Affairs
Finance and Financial Institutions
Government Oversight
Insurance, Commerce and Labor

Bill Seitz
State Senator
8th District

Ohio Legislative Commission on the Education and Preservation of State History
Minutes
January 13, 2010
128th General Assembly

The Ohio Legislative Commission on the Education and Preservation of State History was called to order at 11:10 am in the Grant Hearing Room of the Statehouse.

Attendance was taken, and a quorum was present.

Chairman Seitz announced that Representative Chandler has been appointed to be the vice chair of the commission by Speaker Budish.

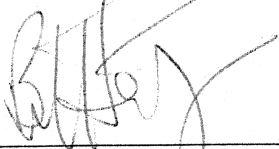
The following witnesses testified on the homework assignments that were assigned during the previous commission meeting on November 18, 2009:

- Burt Logan, James Strider, Franco Ruffini, George Kane, and Jeff Ward, Ohio Historical Society (written testimony provided)
- Gainor Davis, Western Reserve Historical Society (written testimony provided)
- Doug McDonald, Cincinnati Museum Center (written testimony provided)

The following witnesses also testified before the commission:

- Judith Cobb, Society of Ohio Archivists (written testimony provided)
- Jon Elsasser, Zoar Community Association (written testimony provided)

With no further business, the commission adjourned at approximately 12:45 p.m.



Bill Seitz, Chair



Ohio Senate
Senate Building
1 Capitol Square
Columbus, Ohio 43215
(614) 466-8068

Committees:

Judiciary – Civil Justice, Chair
Judiciary – Criminal Justice
State and Local Government
and Veterans Affairs
Finance and Financial Institutions
Government Oversight
Insurance, Commerce and Labor

Bill Seitz
State Senator
8th District

Ohio Legislative Commission on the Education and Preservation of State History
Minutes
March 17, 2010
128th General Assembly

The Ohio Legislative Commission on the Education and Preservation of State History was called to order at 11:05 a.m. in the Grant Hearing Room of the Statehouse.

Attendance was taken, and a quorum was present.

The minutes of the January 13, 2010 meeting were approved.

The following witnesses testified before the commission:

- Nancy Hollister, Friends of the Museums (written testimony)
- Alan Tonetti, Ohio Archaeological Council (written testimony)
- Burt Logan and Franco Ruffini, Ohio Historical Society (written testimony)
- Tonya Matthews, Cincinnati Museum Center (written testimony)

With no further business, the commission adjourned at approximately 1:05 p.m.

A handwritten signature in black ink, appearing to read "Bill Seitz", written over a horizontal line.

Bill Seitz, Chair



Ohio Senate
Senate Building
1 Capitol Square
Columbus, Ohio 43215
(614) 466-8068

Committees:
Judiciary – Civil Justice, Chair
Judiciary – Criminal Justice
State and Local Government
and Veterans Affairs
Government Oversight
Insurance, Commerce and Labor

Bill Seitz
State Senator
8th District

Ohio Legislative Commission on the Education and Preservation of State History
Minutes
May 13, 2010
128th General Assembly

The Ohio Legislative Commission on the Education and Preservation of State History was called to order at 1:07 p.m. in the Grant Hearing Room of the Statehouse.

Attendance was taken, and quorum was present.

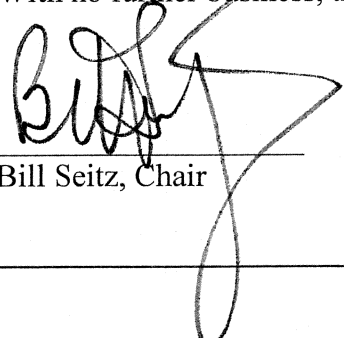
The minutes of the March 17, 2010 meeting were approved.

The following witnesses testified before the commission:

- Burt Logan and Sharon Dean, Ohio Historical Society (written testimony)
- Senator Steve Buehrer (no written testimony)
- James Bissland, Bowling Green State University (written testimony)
- Cathy Gorn, National History Day, Inc. (written testimony)
- Glenna Wallace, Ohio Historical Society/Eastern Shawnee Tribe of Oklahoma (written testimony)
- Gainor Davis, Western Reserve Historical Society (no written testimony)

Written only testimony was submitted by Douglass McDonald, Cincinnati Museum Center.

With no further business, the commission adjourned at approximately 3:05 p.m.


Bill Seitz, Chair





Ohio Senate
Senate Building
1 Capitol Square
Columbus, Ohio 43215
(614) 466-8068

Committees:

Judiciary – Civil Justice, Chair
Judiciary – Criminal Justice
State and Local Government
and Veterans Affairs
Government Oversight
Insurance, Commerce and Labor

Bill Seitz
State Senator
8th District

Ohio Legislative Commission on the Education and Preservation of State History
Minutes
June 29, 2010
128th General Assembly

The Ohio Legislative Commission on the Education and Preservation of State History was called to order at 10:10 am in the North Hearing Room of the Statehouse.

Chairman Seitz announced that the commission's report deadline was extended from July 1, 2010 to September 1, 2010.

Attendance was taken and a quorum was present.

The minutes of the May 13, 2010 meeting were approved.

The following witnesses testified before the commission:

- Staci Dennison, Tonya Matthews, Doug McDonald – Cincinnati Museum Center (written testimony)
- Jeff Ward, Todd Kleismit, Angela O'Neal, Jackie Barton – Ohio Historical Society (written testimony)
- Gainor Davis – Western Reserve Historical Society (no written testimony)

With no further business, the commission adjourned at approximately 12:57 p.m.

A handwritten signature in black ink, appearing to read "Bill Seitz", written over a horizontal line.

Bill Seitz, Chair



Ohio Senate
Senate Building
1 Capitol Square
Columbus, Ohio 43215
(614) 466-8068

Committees:

Judiciary – Civil Justice, Chair
Judiciary – Criminal Justice
State and Local Government
and Veterans Affairs
Finance and Financial Institutions
Government Oversight
Insurance, Commerce and Labor

Bill Seitz
State Senator
8th District

Ohio Legislative Commission on the Education and Preservation of State History
Revised Minutes
July 27, 2010
128th General Assembly

The Ohio Legislative Commission on the Education and Preservation of State History was called to order at 11:10 am in the North Hearing Room of the Statehouse.

Attendance was taken, and quorum was present.

The minutes of the June 29, 2010 meeting were approved.

The Commission reviewed written recommendations submitted by the Ohio Historical Society and the Western Reserve Historical Society.

Chairman Seitz announced that the Commission would stand in recess at 1:00 p.m.

The Commission reconvened at 2:40 p.m.

The Commission reviewed written recommendations submitted by the Cincinnati Museum Center.

The following witnesses responded to questions regarding their recommendations:

- Jackie Barton, Ohio Historical Society
- Sharon Dean, Ohio Historical Society
- Todd Kleismit, Ohio Historical Society
- Burt Logan, Ohio Historical Society
- Angela O'Neal, Ohio Historical Society
- Franco Ruffini, Ohio Historical Society
- Tonya Matthews, Cincinnati Museum Center
- Doug McDonald, Cincinnati Museum Center
- Gainor Davis, Western Reserve Historical Society

The Commission discussed the members' individual recommendations.

The following recommendations were agreed to by Commission members:

- Copy fee for public records (See Seitz HB 1 amendment – 128HB1-SC3426X1.docx/jc) (attachment A)
- Address the issue of preserving abandoned cemeteries and unmarked human burial grounds by amending the Ohio Revised Code (ORC) to extend existing abandoned cemetery laws to include

Native American human remains. Chairman Seitz asked Representative Chandler to speak with the Ohio Township Association about this prior to the next meeting to obtain a suggestion for a specific statutory change.

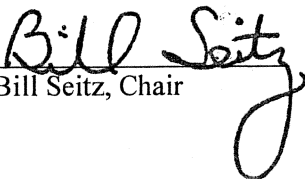
- Endorse the provision of HB 75 which would allow taxpayers to contribute a portion of their income tax refunds to the Ohio Historical Society which is a quasi-government agency. Chairman Seitz said he will speak with Senator Schaffer, the sponsor of the Red Cross amendment to HB 75.
- Include National History Day in the model curriculum as an option for the Senior Project or other project-based assessments in social studies, and allow National History Day to be used as an alternative to traditional tests to assess student performance in grades 4-8. Chairman Seitz asked Representative Adams to find out if the Ohio Department of Education is supportive.
- Civil War 150th anniversary license plates to fund a grant program that would support history organizations preparing to host exhibits or increasing access to their collections
- Encourage the Division of Travel and Tourism within the Ohio Department of Development to promote Civil War 150
- “History on the Go” license plates with a recommendation that the first focus be on the Civil War 150. See the instructions, application, and petition packet for new organizational license plates from the Ohio BMV (attachment B).
- Amend the ORC to allow permissible local, not state, impact fees in order to provide a state match to federal funds for the Ohio Historic Preservation Office to fulfill its responsibilities under the National Historic Preservation Act of 1966. Municipalities and villages have the authority to impose impact fees, but townships do not. Chairman Seitz recommended that LSC look at the statute to see if historic preservation is a permissible use of impact fees. If it isn't, the legislature should consider amending the ORC to make it so.
- Reauthorization of the Ohio Historic Preservation Tax Credit program with a provision that authorizes the Ohio Historical Society to charge appropriate application fees.
- Amend Ohio Revised Code section 127.16 to facilitate expenditure of funds from state agencies to the Ohio Historical Society
- Amend the Ohio Revised Code to direct agencies to work with the State Historic Preservation Officer to identify, evaluate, and protect designated and eligible state-owned historic properties, but with no mandatory reviews or timeframes. Add a statement to the ORC saying state agencies must consider history. Chairman Seitz requested language from the Ohio Historical Society on this.
- Statewide discussion on how historical agencies can better serve the cause of history and civic education by the Ohio Association of Historical Societies and Museums (OAHSM) at one of their meetings. Chairman Seitz asked Christie Weininger Raber and Gainor Davis to rewrite this recommendation so that OAHSM would convene the meeting.
- Creation of an Operational Endowment Fund
- Transfer some artifacts from all of Ohio's history organizations to Cincinnati Museum Center's storage facility

- Support viable local institutions to partner with the Ohio Historical Society, Cincinnati Museum Center, and Western Reserve Historical Society so this model can necessarily continue in the future
- Increase earned income of history organizations by hosting events (i.e. weddings, meetings) and use the Franklin Park Conservatory as a model
- Senator Buehrer's resolution urging Ohioans to participate in the Civil War Sesquicentennial and recognizing Ohio's involvement in the Civil War; See Professor Bissland's testimony for more information (attachment C).

The Commission also discussed the following issues to be deliberated further:

- Commission members discussed including an appendix in the final report of ideas that were considered, but not included in the final recommendations
- Commission members develop, in advance of the next meeting, criteria for collaboration that will guide future General Assemblies in evaluating "the big 3's" collaborative efforts
- Chairman Seitz asked the Ohio Historical Society to address issues identified by Representatives Adams and Okey that were discussed at previous meetings but not addressed by the Ohio Historical Society's recommendations
- Chairman Seitz asked Representative Chandler to call OSU Extension to discuss ways to minimize maintenance costs at historic sites
- Deaccession of OHS artifacts; prioritize what can be preserved and sell what cannot; use proceeds only for artifact preservation and storage. See the American Association of Museums Code of Ethics (attachment D).

With no further business, the Commission adjourned at approximately 4:10 p.m.


 Bill Seitz, Chair

1 128HB1-SC3426X1.docx/jc

2
3
4

Am. Sub. H.B. 1
As Passed by the House
SC-3426-1

5 _____ moved to amend as follows:

6 Between lines 11844 and 11845, insert:

7 "A public office shall charge and collect a fee of one cent
8 per page for making copies of a public record if the public
9 office otherwise collects a charge for making copies of the
10 public record. The one-cent-per-page fee is in addition to any
11 other fee or charge imposed by law for making a copy of a public
12 record.

13 If a political subdivision that has a records commission
14 charges and collects the one-cent-per-page fee, the political
15 subdivision may retain the fee and use it to support the
16 operations of the political subdivision.

17 One-cent-per-page fees charged and collected by a state
18 agency, or by a political subdivision that does not have a
19 records commission, shall be deposited into the records
20 management and preservation fund, which is hereby created in the
21 state treasury. These public offices shall transmit one-cent-
22 per-page fees to the treasurer of state for deposit into the
23 fund at least once a year and need not transmit amounts

24 collected until they total in excess of ten dollars. Money in
25 the fund shall be used for local government records management
26 and preservation."

27 The motion was _____ agreed to.

28 SYNOPSIS

29 **Per Page Fee for Copies of Public Records**

30 **R.C. 149.43**

31 Levies a one-cent-per-page fee when a public office makes a
32 copy of a public record if a charge is otherwise collected for
33 making copies of the public record.

34 Authorizes a political subdivision that has a public
35 records commission to retain the one-cent-per-page fee and use
36 it to support the operations of the political subdivision.

37 Requires that one-cent-per-page fees charged and collected
38 by a state agency, or by a political subdivision that does not
39 have a records commission, be deposited into a fund in the state
40 treasury to be used for local government records management and
41 preservation activities.



OHIO DEPARTMENT OF PUBLIC SAFETY
BUREAU OF MOTOR VEHICLES

**INSTRUCTIONS, APPLICATION AND PETITION PACKET
FOR NEW ORGANIZATIONAL LICENSE PLATES**

INSTRUCTIONS

This document provides information to assist your organization in submitting your application for participation in the special license plate program.

Organizations must first obtain 500 signatures from people who intend to purchase a set of these plates. Below is a copy of the petition form that may be used to obtain the signatures. You may copy our form or create one of your own. If you create your own petition, it must contain the required information. You must then contact a legislator who will agree to draft a bill for your organization's plates. The legislator will then submit the bill to the General Assembly for approval.

While the bill is going through the legislative process, you **MUST** submit the following documents to our office:

- A completed application form (see below to download application).
- A statement from the authorized agent of the organization granting the BMV permission to print the organization's logo on Ohio license plates.
- An electronic file of your organization's logo and name.
- File needs to be saved as **Vector art**.
- Include **PMS** colors, **Fonts** (if text is not paths), include both **Text** and **Logo as Vector art**, and include **Color Sample**.
- The **Logo** size can be no more than **2.5"** wide and **3.25"** high.
- The **Text** size can be no more than **5.5"** wide and **.75"** high.
- The **original** petitions with the 500 signatures.

Organizations must sell 500 sets of plates per year. If these minimums are not met by the second year, your organization will be terminated from the program. Issuance of these plates is approved for passenger vehicles, noncommercial trucks and motor homes.

The completed documents must be sent to the Bureau of Motor Vehicles, Registration Section, P.O. Box 16521, Columbus, Ohio 43216-6521, telephone 614-752-7587. Upon receipt of these items, a sample license plate will be manufactured and sent to you for approval after your design is approved.

Good luck in your endeavors!



OHIO DEPARTMENT OF PUBLIC SAFETY
BUREAU OF MOTOR VEHICLES

APPLICATION FOR ORGANIZATIONAL LICENSE PLATES

NAME OF ORGANIZATION		FEDERAL TAX ID NUMBER	
ADDRESS OF ORGANIZATION	CITY	STATE	ZIP CODE
CONTACT PERSON FIRST NAME	LAST NAME		MI
ADDRESS	CITY	STATE	ZIP CODE
PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS	

SUPPLY THE DESIGN FOR THE PLATES

(ARTWORK, SPECIFIC PMS COLORS AND NUMBERS MUST BE ATTACHED)

SIGNATURE OF AUTHORIZED AGENT X	TITLE	DATE
---	-------	------

COMPLETED DOCUMENTS MUST BE SENT TO:

**Ohio Department of Public Safety
Bureau of Motor Vehicles,
Registration Section
P.O. Box 16521
Columbus, Ohio 43216-6521**



OHIO DEPARTMENT OF PUBLIC SAFETY
BUREAU OF MOTOR VEHICLES

PETITION TO ESTABLISH ORGANIZATIONAL LICENSE PLATE

We, the undersigned, wish to have the State of Ohio Legislature consider a bill to authorize the Ohio Bureau of Motor Vehicles to produce specialty license plates designated to the _____.
We the undersigned do intend to support this effort by purchasing the _____
Specialty License Plates from the Ohio Bureau of Motor Vehicles. We understand there will be an additional cost to the standard license plate fee and also understand a portion of the proceeds will go to the designated fund.

PLEASE FILL OUT COMPLETELY THE FOLLOWING INFORMATION (Duplicate this form as necessary)
(PRINT or TYPE)

FIRST NAME	LAST NAME	MI	PHONE NUMBER (Include area code) ()
ADDRESS	CITY	STATE	ZIP
CURRENT LICENSE PLATE #	OH DRIVER LICENSE # OR OH ID CARD #	SIGNATURE X	

FIRST NAME	LAST NAME	MI	PHONE NUMBER (Include area code) ()
ADDRESS	CITY	STATE	ZIP
CURRENT LICENSE PLATE #	OH DRIVER LICENSE # OR OH ID CARD #	SIGNATURE X	

FIRST NAME	LAST NAME	MI	PHONE NUMBER (Include area code) ()
ADDRESS	CITY	STATE	ZIP
CURRENT LICENSE PLATE #	OH DRIVER LICENSE # OR OH ID CARD #	SIGNATURE X	

FIRST NAME	LAST NAME	MI	PHONE NUMBER (Include area code) ()
ADDRESS	CITY	STATE	ZIP
CURRENT LICENSE PLATE #	OH DRIVER LICENSE # OR OH ID CARD #	SIGNATURE X	

FIRST NAME	LAST NAME	MI	PHONE NUMBER (Include area code) ()
ADDRESS	CITY	STATE	ZIP
CURRENT LICENSE PLATE #	OH DRIVER LICENSE # OR OH ID CARD #	SIGNATURE X	

FIRST NAME	LAST NAME	MI	PHONE NUMBER (Include area code) ()
ADDRESS	CITY	STATE	ZIP
CURRENT LICENSE PLATE #	OH DRIVER LICENSE # OR OH ID CARD #	SIGNATURE X	

FIRST NAME	LAST NAME	MI	PHONE NUMBER (Include area code) ()
ADDRESS	CITY	STATE	ZIP
CURRENT LICENSE PLATE #	OH DRIVER LICENSE # OR OH ID CARD #	SIGNATURE X	

FIRST NAME	LAST NAME	MI	PHONE NUMBER (Include area code) ()
ADDRESS	CITY	STATE	ZIP
CURRENT LICENSE PLATE #	OH DRIVER LICENSE # OR OH ID CARD #	SIGNATURE X	

FOR ADDITIONAL INFORMATION ON THIS PETITION, PLEASE CONTACT

CIRCULATOR OF PETITION INFORMATION		TOTAL NUMBER OF SIGNATURES	
NAME	TELEPHONE		
ADDRESS	CITY	STATE	ZIP

THANK YOU FOR SUPPORTING OUR PETITION DRIVE

**Putting History to Work:
Remembering When Ohio Led the Nation**

Testimony given to

The Ohio Legislative Commission

On the Education and Preservation of State History

May 13, 2010

James H. Bissland, Ph.D.

Bowling Green State University, emeritus faculty

Good afternoon... Senators...Representatives... members of this commission... ladies and gentlemen:

Thank you for this opportunity. I will be brief.

Every 50 years... a unique window of opportunity opens for Ohio, a chance for us to do something that could be very beneficial to ourselves, and neither costly nor risky. No other state could do anything like it. We've needed it for a long time, too—never more so than right now.

We missed our chance in 1911. We had another, beginning in 1961, but that didn't work out either.

But, for four years beginning next April, we will have one more window of opportunity--for many of us, the last, best chance of our lifetimes to do something important for Ohio history.

I'm talking about the 150th anniversary of the American Civil War. From 2011 to 2015, every corner of this state will resound with Civil War re-enactments, lectures, exhibits, dramatizations, and media attention. This is going to be an extraordinary teachable moment.

Here's why we must seize this opportunity:

Amazingly, after 150 years and more than 60,000 books, the Civil War is widely misunderstood, and to Ohio's disadvantage. The problem is not so much with the

facts, it's with the way the facts have been *framed*. Napoleon once said, **quote**> “History is the version of the past that people have decided to agree upon.” <**unquote**. Most Americans, including too many Ohioans, have come to believe the wrong version.

Beginning with the Civil War itself and ever since, the war has been framed primarily by Eastern writers and editors. Then, as now, the media center of the nation was New York City. For Easterners, therefore, the main stage of the war seemed to be the battlegrounds nearby, in Virginia and nearby, what historians call the eastern theater of the war. This was where most Eastern soldiers did their fighting.

What emerged from Eastern news media back then, and much historical writing ever since, was a view of the war that was Eastern-centric. Moreover, Easterners have always believed in the importance of all things Eastern. You may have noticed. I know what I'm talking about here: I was born and raised in the northeastern states.

The Western Theater, stretching from the Appalachians to the Mississippi River, was where the fighting was done primarily by Midwesterners—Ohioans most of all. But the Western Theater was all too often “out of sight, out of mind” for Eastern reporters, writers, and editors whose prejudices lay eastward anyway. The Western war seemed like a sideshow to them. Our Midwesterners' role was diminished and undervalued. And for years historians drew their material from old Eastern sources.

Recently, however, historians have begun to shake off the Eastern bias. In 2002, for example, Richard McMurry flatly declared, “Defeat for the Rebels came in the

West.” What happened in the East for most of the war was, he said, only “a bloody strategic stalemate”—until Ohioans Ulysses S. Grant and William Tecumseh Sherman went east to finish what Eastern commanders could not. Other writers are beginning to follow. Most recently, John Keegan, often called the best military historian of our time, shows in his new book that the war’s turning points occurred in the Western Theater, not the East. That’s because Midwesterners won more battles and took far more territory than the often hapless Easterners.

After retiring from university teaching here in Ohio, I decided to write a general history of the state’s role in the Civil War. No one had done this since the late 1800s. I was astounded by what I discovered, lying in plain sight but mostly overlooked. My old Eastern preconceptions crumbled. *Obviously, not only was the Civil War’s outcome shaped in the Western Theater, as historians are beginning to recognize, Ohioans played the most important role in shaping it in the Western Theater.*

Consider these facts:

- (1) Ohio supplied more soldiers and suffered more fatalities than any other western state. Its men fought in almost every major Western Theater battle, often in large numbers. And one of every eight or nine Ohioans never came home. They paid the supreme sacrifice.

- (2) The two greatest Union generals, Keegan tells us, were Ulysses S. Grant and William Tecumseh Sherman, both sons of Ohio—as were a clutch of interesting secondary actors, such as Philip Sheridan.

(3) Secretary of War Edwin McMasters Stanton, probably Lincoln's closest personal advisor on the conflict, was from Ohio.

(4) Additionally, Ohio was one of the nation's biggest breadbaskets for Union armies--AND it offered the Union forces more horses for transportation and more sheep for wool to make uniforms than any other state.

(5) Additional food, clothing, and medicines was voluntarily collected in such enormous amounts by Ohio women that to send it on to the soldiers our state needed more offices of the Sanitary Commission (the Red Cross of its time) than any other state.

So, for too long, we have been getting our Civil War history backwards. The real center of the war was not the Eastern Theater, it was the Western, where, all in all, our Ohio ancestors made the largest contribution of any Western state.

Why does this matter? What difference does it make?

First, it is simply wrong for so many Ohioans to not appreciate their own history, especially when it involves the single most important event in United States history since the Constitution. We owe it to ourselves, to our children, to our veterans of that war, and to the war dead to set the record straight. Our Ohio past deserves not just our respect, but our honor.

But it is more than a matter of simple justice. It is also a matter, right now, of our surviving and thriving.

As Time magazine recently pointed out, **quote** “Once, we were the sunniest and most optimistic of nations. No more.” **unquote** All of us, and especially Ohioans, need a psychological shot in the arm. After years of Rust Belt decline, topped off by the Great Recession, we Ohioans are not as sunny or optimistic as we once were, either. The most recent Gallup-Healthways national poll says we rank 47th out of 50 states in our sense of well-being. All around us, businesses have been downsizing or closing. Schools, police and fire departments, are laying off people. There are places in Ohio where they have turned off street lights and put bags over traffic lights.

We feel discouraged, but the danger in discouragement, psychologists tell us, is that it saps the energy and the confidence needed to solve problems. And discouragement going on too long can lead to what psychologist Martin Seligman called “learned helplessness.”

So what we believe really matters—in everything. Behavioral economists tell us that “solutions for the economy must address problems in the hearts and minds.” As Yale economics professor Robert Shiller puts it, “An economy works well when people personally identify with it, so that their self-esteem is tied up with its activities.”

It will take many things to forge Ohio’s “Third Frontier,” but without confidence and energy, not much will happen. Only last year a prominent Ohio politician warned that our state may be in “a death spiral.” To defeat it, we need the inspiration and the modeling that our brave ancestors can provide us.

We should remember how upwards of 300,000 men—more than a fourth of all Ohio males of all ages—left their families and safe homes and regular livings for a mere \$13 a month and three years of hunger, hardship, and terror, risking their lives and health to save the nation and the American Dream—that wonderful article of faith that promise that every American, given liberty and equal

opportunity, can rise. Those inspiring memories, when joined with modern leadership, hard work, and ingenuity, can lift us up again

In conclusion, I respectfully recommend the following to this commission:

First, ask the General Assembly to pass a resolution urging all Ohioans involved in the sesquicentennial to stress this state's pivotal role in winning the Civil War. In particular, ask legislators to endorse as Ohio's sesquicentennial slogan, "Ohio led the nation." Let's shout it from the rooftops.

That may seem like a bold statement—but that's what we did. We're on firmer ground, for example, than North Carolina and its license plate claim of "First of Flight." That's rather cheeky, I think, but it has gotten North Carolina a lot of mileage--literally. We can do better than that, because "We led the nation." We really, really did.

Second, despite deep, damaging budget cuts, the Ohio Historical Society has managed to create a state-wide advisory committee to coordinate and inspire the Ohio's sesquicentennial. As Ohio's flagship historical organization, the only one responsible for the entire state, the OHS and its advisory committee deserve the financial encouragement of our legislators. Yes, in these hard times there are other priorities, but can there be no priority for remembering our veterans, honoring our war dead, teaching our children, and heartening our citizens?

We were young once, and large in spirit—but our hearts can swell again. Let us draw on "the mystic chords of memory" that Lincoln that mentioned and allow our ancestors to lift our hearts. Fortune favors the bold. Let us go boldly forward. Let's put our history to work.

Thank you for listening. In support of my testimony, may I now approach the committee and offer a copy of my book to all those who do not have it already and would like it?

FOR MORE INFORMATION:

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Code of Ethics for Museums

Introduction

Ethical codes evolve in response to changing conditions, values, and ideas. A professional code of ethics must, therefore, be periodically updated. It must also rest upon widely shared values. Although the operating environment of museums grows more complex each year, the root value for museums, the tie that connects all of us together despite our diversity, is the commitment to serving people, both present and future generations. This value guided the creation of and remains the most fundamental principle in the following *Code of Ethics for Museums*.

Code of Ethics for Museums

Museums make their unique contribution to the public by collecting, preserving, and interpreting the things of this world. Historically, they have owned and used natural objects, living and nonliving, and all manner of human artifacts to advance knowledge and nourish the human spirit. Today, the range of their special interests reflects the scope of human vision. Their missions include collecting and preserving, as well as exhibiting and educating with materials not only owned but also borrowed and fabricated for these ends. Their numbers include both governmental and private museums of anthropology, art history and natural history, aquariums, arboreta, art centers, botanical gardens, children's museums, historic sites, nature centers, planetariums, science and technology centers, and zoos. The museum universe in the United States includes both collecting and noncollecting institutions. Although diverse in their missions, they have in common their nonprofit form of organization and a commitment of service to the public. Their collections and/or the objects they borrow or fabricate are the basis for research, exhibits, and programs that invite public participation.

Taken as a whole, museum collections and exhibition materials represent the world's natural and cultural common wealth. As stewards of that wealth, museums are compelled to advance an understanding of all natural forms and of the human experience. It is incumbent on museums to be resources for humankind and in all their activities to foster an informed appreciation of the rich and diverse world we have inherited. It is also incumbent upon them to preserve that inheritance for posterity.

Museums in the United States are grounded in the tradition of public service. They are organized as public trusts, holding their collections and information as a benefit for those they were established to serve. Members of their governing authority, employees, and volunteers are committed to the interests of these beneficiaries. The law provides the basic framework for museum operations. As nonprofit institutions, museums comply with applicable local, state, and federal laws and international conventions, as well as with the

specific legal standards governing trust responsibilities. This *Code of Ethics for Museums* takes that compliance as given. But legal standards are a minimum. Museums and those responsible for them must do more than avoid legal liability, they must take affirmative steps to maintain their integrity so as to warrant public confidence. They must act not only legally but also ethically. This *Code of Ethics for Museums*, therefore, outlines ethical standards that frequently exceed legal minimums.

Loyalty to the mission of the museum and to the public it serves is the essence of museum work, whether volunteer or paid. Where conflicts of interest arise — actual, potential, or perceived — the duty of loyalty must never be compromised. No individual may use his or her position in a museum for personal gain or to benefit another at the expense of the museum, its mission, its reputation, and the society it serves.

For museums, public service is paramount. To affirm that ethic and to elaborate its application to their governance, collections, and programs, the American Association of Museums promulgates this *Code of Ethics for Museums*. In subscribing to this code, museums assume responsibility for the actions of members of their governing authority, employees, and volunteers in the performance of museum-related duties. Museums, thereby, affirm their chartered purpose, ensure the prudent application of their resources, enhance their effectiveness, and maintain public confidence. This collective endeavor strengthens museum work and the contributions of museums to society — present and future.

Governance

Museum governance in its various forms is a public trust responsible for the institution's service to society. The governing authority protects and enhances the museum's collections and programs and its physical, human, and financial resources. It ensures that all these resources support the museum's mission, respond to the pluralism of society, and respect the diversity of the natural and cultural common wealth.

Thus, the governing authority ensures that:

- all those who work for or on behalf of a museum understand and support its mission and public trust responsibilities
- its members understand and fulfill their trusteeship and act corporately, not as individuals
- the museum's collections and programs and its physical, human, and financial resources are protected, maintained, and developed in support of the museum's mission
- it is responsive to and represents the interests of society
- it maintains the relationship with staff in which shared roles are recognized and separate responsibilities respected
- working relationships among trustees, employees, and volunteers are based on equity and mutual respect
- professional standards and practices inform and guide museum operations

- policies are articulated and prudent oversight is practiced
- governance promotes the public good rather than individual financial gain.

Collections

The distinctive character of museum ethics derives from the ownership, care, and use of objects, specimens, and living collections representing the world's natural and cultural common wealth. This stewardship of collections entails the highest public trust and carries with it the presumption of rightful ownership, permanence, care, documentation, accessibility, and responsible disposal.

Thus, the museum ensures that:

- collections in its custody support its mission and public trust responsibilities
- collections in its custody are lawfully held, protected, secure, unencumbered, cared for, and preserved
- collections in its custody are accounted for and documented
- access to the collections and related information is permitted and regulated
- acquisition, disposal, and loan activities are conducted in a manner that respects the protection and preservation of natural and cultural resources and discourages illicit trade in such materials
- acquisition, disposal, and loan activities conform to its mission and public trust responsibilities
- disposal of collections through sale, trade, or research activities is solely for the advancement of the museum's mission. Proceeds from the sale of nonliving collections are to be used consistent with the established standards of the museum's discipline, but in no event shall they be used for anything other than acquisition or direct care of collections.
- the unique and special nature of human remains and funerary and sacred objects is recognized as the basis of all decisions concerning such collections
- collections-related activities promote the public good rather than individual financial gain
- competing claims of ownership that may be asserted in connection with objects in its custody should be handled openly, seriously, responsively and with respect for the dignity of all parties involved.

Programs

Museums serve society by advancing an understanding and appreciation of the natural and cultural common wealth through exhibitions, research, scholarship, publications, and educational activities. These programs further the museum's mission and are responsive to the concerns, interests, and needs of society.

Thus, the museum ensures that:

- programs support its mission and public trust responsibilities

- programs are founded on scholarship and marked by intellectual integrity
- programs are accessible and encourage participation of the widest possible audience consistent with its mission and resources
- programs respect pluralistic values, traditions, and concerns
- revenue-producing activities and activities that involve relationships with external entities are compatible with the museum's mission and support its public trust responsibilities
- programs promote the public good rather than individual financial gain.

Promulgation

This *Code of Ethics for Museums* was adopted by the Board of Directors of the American Association of Museums on November 12, 1993. The AAM Board of Directors recommends that each nonprofit museum member of the American Association of Museums adopt and promulgate its separate code of ethics, applying the *Code of Ethics for Museums* to its own institutional setting.

A Committee on Ethics, nominated by the president of the AAM and confirmed by the Board of Directors, will be charged with two responsibilities:

- establishing programs of information, education, and assistance to guide museums in developing their own codes of ethics
- reviewing the *Code of Ethics for Museums* and periodically recommending refinements and revisions to the Board of Directors.

Afterword

In 1987 the Council of the American Association of Museums determined to revise the association's 1978 statement on ethics. The impetus for revision was recognition throughout the American museum community that the statement needed to be refined and strengthened in light of the expanded role of museums in society and a heightened awareness that the collection, preservation, and interpretation of natural and cultural heritages involve issues of significant concern to the American people.

Following a series of group discussions and commentary by members of the AAM Council, the Accreditation Commission, and museum leaders throughout the country, the president of AAM appointed an Ethics Task Force to prepare a code of ethics. In its work, the Ethics Task Force was committed to codifying the common understanding of ethics in the museum profession and to establishing a framework within which each institution could develop its own code. For guidance, the task force looked to the tradition of museum ethics and drew inspiration from AAM's first code of ethics, published in 1925 as *Code of Ethics for Museum Workers*, which states in its preface:

Museums, in the broadest sense, are institutions which hold their possessions in trust for mankind and for the future welfare of the [human] race. Their value is in direct

proportion to the service they render the emotional and intellectual life of the people. The life of a museum worker is essentially one of service.

This commitment to service derived from nineteenth-century notions of the advancement and dissemination of knowledge that informed the founding documents of America's museums. George Brown Goode, a noted zoologist and first head of the United States National Museum, declared in 1889:

The museums of the future in this democratic land should be adapted to the needs of the mechanic, the factory operator, the day laborer, the salesman, and the clerk, as much as to those of the professional man and the man of leisure. . . . In short, the public museum is, first of all, for the benefit of the public.

John Cotton Dana, an early twentieth-century museum leader and director of the Newark Museum, promoted the concept of museum work as public service in essays with titles such as "Increasing the Usefulness of Museums" and "A Museum of Service." Dana believed that museums did not exist solely to gather and preserve collections. For him, they were important centers of enlightenment.

By the 1940s, Theodore Low, a strong proponent of museum education, detected a new concentration in the museum profession on scholarship and methodology. These concerns are reflected in *Museum Ethics*, published by AAM in 1978, which elaborated on relationships among staff, management, and governing authority.

During the 1980s, Americans grew increasingly sensitive to the nation's cultural pluralism, concerned about the global environment, and vigilant regarding the public institutions. Rapid technological change, new public policies relating to nonprofit corporations, a troubled educational system, shifting patterns of private and public wealth, and increased financial pressures all called for a sharper delineation of museums' ethical responsibilities. In 1984 AAM's Commission on Museums for a New Century placed renewed emphasis on public service and education, and in 1986 the code of ethics adopted by the International Council of Museums (ICOM) put service to society at the center of museum responsibilities. ICOM defines museums as institutions "in the service of society and of its development" and holds that "employment by a museum, whether publicly or privately supported, is a public trust involving great responsibility."

Building upon this history, the Ethics Task Force produced several drafts of a Code of Ethics for Museums. These drafts were shared with the AAM Executive Committee and Board of Directors, and twice referred to the field for comment. Hundreds of individuals and representatives of professional organizations and museums of all types and sizes submitted thoughtful critiques. These critiques were instrumental in shaping the document submitted to the AAM Board of Directors, which adopted the code on May 18, 1991. However, despite the review process, when the adopted code was circulated, it soon became clear that the diversity of the museum field prevented immediate consensus on every point.

Therefore, at its November 1991 meeting, the AAM Board of Directors voted to postpone implementation of the Code of Ethics for at least one year. At the same meeting an Ethics Commission nominated by the AAM president was confirmed. The newly appointed commission — in addition to its other charges of establishing educational programs to guide museums in developing their own code of ethics and establishing procedures for addressing alleged violations of the code — was asked to review the code and recommend to the Board changes in either the code or its implementation.

The new Ethics Commission spent its first year reviewing the code and the hundreds of communications it had generated, and initiating additional dialogue. AAM institutional members were invited to comment further on the issues that were most divisive — the mode of implementation and the restrictions placed on funds from deaccessioned objects. Ethics Commission members also met in person with their colleagues at the annual and regional meetings, and an ad hoc meeting of museum directors was convened by the board president to examine the code's language regarding deaccessioning.

This process of review produced two alternatives for the board to consider at its May meeting: (1) to accept a new code developed by the Ethics Commission, or (2) to rewrite the sections of the 1991 code relating to use of funds from deaccessioning and mode of implementation. Following a very lively and involved discussion, the motion to reinstate the 1991 code with modified language was passed and a small committee met separately to make the necessary changes.

In addition, it was voted that the Ethics Commission be renamed the Committee on Ethics with responsibilities for establishing information and educational programs and reviewing the Code of Ethics for Museums and making periodic recommendations for revisions to the board. These final changes were approved by the board in November 1993 and are incorporated into this document, which is the AAM *Code of Ethics for Museums*.

Each nonprofit museum member of the American Association of Museums should subscribe to the AAM *Code of Ethics for Museums*. Subsequently, these museums should set about framing their own institutional codes of ethics, which should be in conformance with the AAM code and should expand on it through the elaboration of specific practices. This recommendation is made to these member institutions in the belief that engaging the governing authority, staff, and volunteers in applying the AAM code to institutional settings will stimulate the development and maintenance of sound policies and procedures necessary to understanding and ensuring ethical behavior by institutions and by all who work for them or on their behalf.

With these steps, the American museum community expands its continuing effort to advance museum work through self-regulation. The *Code of Ethics for Museums* serves the interests of museums, their constituencies, and society. The primary goal of AAM is to encourage institutions to regulate the ethical behavior of members of their governing authority, employees, and volunteers. Formal adoption of an institutional code promotes higher and more consistent ethical standards. To this end, the Committee on Ethics will

develop workshops, model codes, and publications. These and other forms of technical assistance will stimulate a dialogue about ethics throughout the museum community and provide guidance to museums in developing their institutional codes.

2000



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Bill Seitz
State Senator
8th District

Ohio Legislative Commission on the Education and Preservation of State History
Minutes
August 17, 2010
128th General Assembly

The Ohio Legislative Commission on the Education and Preservation of State History was called to order at 1:12 p.m. in the North Hearing Room of the Statehouse.

Attendance was taken, and quorum was present.

Chairman Seitz asked the Commission to review the minutes from the July 27, 2010 meeting. Mr. Prasse motioned that the following agreed to recommendation be moved to the section of recommendations to be deliberated further:

“Deaccession of OHS artifacts; prioritize what can be preserved and sell what cannot; use proceeds only for artifact preservation and storage. See the American Association of Museums Code of Ethics (attachment C).”

With no objections, the motion was agreed to. The minutes of the July 27, 2010 meeting, with the above correction, were agreed to.

Burt Logan (Ohio Historical Society), Doug McDonald (Cincinnati Museum Center), and Gainor Davis (Western Reserve Historical Society) discussed their collaborative efforts and provided a memo to the Commission.

Representative Adams provided an email to the Commission from the Ohio Department of Education indicating that the Department would support efforts to encourage Ohio's schools to embrace the National History Day project.

Commission members agreed to the following recommendations:

- Formalize collaboration efforts among Cincinnati Museum Center, Ohio Historical Society, Western Reserve Historical Society, and the Ohio Association of Historical Societies and Museums as outlined in the August 17, 2010 memo from Burt Logan, Doug McDonald, and Gainor Davis (attachment A)

- Delete state historical registry language in the Ohio Revised Code (ORC) section 149.55
- Amend ORC section 149.30 regarding audits of the Ohio Historical Society as follows:

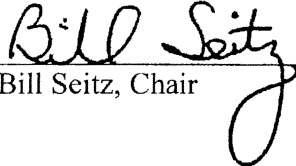
“The Auditor of State, every five years, shall perform both a fiscal and performance (operational) audit of the Ohio Historical Society. The fifth year financial audit as well as the fifth year performance audit must be performed by the Auditor of State’s office, not an independent public accountant. The fifth year performance audits are to be paid by money appropriated by the General Assembly.”

- Delete state registry of archaeological landmarks language in ORC section 149.51
- Replace the former recommendation regarding the protection of burial sites with a new recommendation to create a task force to study all of the issues involved with Ohio’s cemetery laws. Members would include local governments, archaeologists, Native Americans, private cemetery interests, the Ohio Historical Society, the Ohio Department of Commerce Division of Real Estate and Professional Licensing, the Ohio Department of Transportation, the Ohio Department of Natural Resources, and the Ohio Township Association.
- Creation of an Operational Endowment Fund; specific recommendations for the fund from the Ohio Historical Society will be included in the appendix.
- Support the construction of a Historical Society storage facility in the next capital budget so long as other institutions’ storage facilities are considered for use. Include a statement that there should be an examination of whether a sound and ethical policy of deaccession would reduce the cost of the facility.

Chairman Seitz agreed work with Senator Hughes, Mr. Prasse, and Representative Okey to rewrite language offered by the Ohio Historical Society that would encourage state agencies to identify, evaluate and protect historic properties under their jurisdiction. Franco Ruffini (Ohio Historical Society) responded to questions from the Commission on this potential recommendation.

Representative Chandler provided a memo to the Commission outlining her funding proposal for the Ohio Historical Society. The proposal was not agreed to by a majority of Commission members. Chairman Seitz suggested that the proposal be included in the appendix.

With no further business, the Commission adjourned at approximately 3:05 p.m.


Bill Seitz, Chair

MEMORANDUM

AUGUST 17, 2010

TO: MEMBERS OF THE OHIO LEGISLATIVE COMMISSION ON THE EDUCATION AND PRESERVATION OF STATE HISTORY

FROM: BURT LOGAN, CEO OHIO HISTORICAL SOCIETY; GAINOR DAVIS CEO WESTERN RESERVE HISTORICAL SOCIETY AND DOUG McDONALD, CEO CINCINNATI MUSEUM CENTER/CINCINNATI HISTORICAL SOCIETY

RE: THE PATH FORWARD

The environment that the Commission, the hearings and discussions have enabled has been extraordinarily helpful to our organizations. Our staffs have collectively been collaborative; the fundamental issues that have challenged us are now being addressed with a new tone—and action—which can result in a stronger financial base for all of Ohio's history organizations. While there are still details and issues to work through, we are committed to do this for the short- and long-term betterment of Ohio's history.

Burt and Doug have met quietly in Jeffersonville, investing over 10 hours in an 8 day span, with frank, productive discussions to identify a framework of common benefits which rewards collaboration and builds a stronger base of support for all history organizations. This framework creates a structure where our organizations must work together for success.

Funding

As we are all aware, funding is the most difficult of topics that has been addressed by this Commission. However, it is probably the most critical element upon which we must agree—and we are diligently working toward that goal.

The funding must be mutually beneficial, where all parties know, at the outset, the results of their efforts. With known results, the historic competition between our organizations will cease. The Ohio Arts Council has long known this, where all organizations have a single objective, that being the total Arts Council Funding. Also, critically, all arts organizations know precisely the benefit the collaboration creates.

Our organizations are effective deliverers of history programming, protection of priceless artifacts, and educators of history and culture, all of which creates inspiration and dreams to achieve our highest ideals.

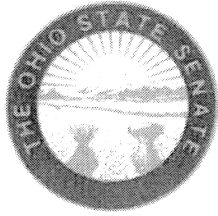
Service

We have also started discussing how to develop a model for collaboration involving our organizations and potentially others as well. This group would meet throughout the year to address collaborative approaches to history, education and ways to work together for the state. The goal would be to pursue collaborations when it achieves better results, value and funding opportunities. This will be a model for logic and prudent business practices intended for collaborative endeavors.

Further, it is important to recognize that there are and have been collaborations between our organizations, at a staff-to-staff level for many, many years. These will still continue and flourish in a newfound collaborative culture which includes funding and stems from the executive and board levels.

It is with the sincerest appreciation we thank this Commission for your time and commitment to listen, consider, and work through these issues. The progress which has been achieved to date would not have been possible without your time investment, and the opportunity to advance the hundreds of Ohio History organizations across the state would not have been created.

This Commission has made an important contribution, and we commit to you that your time and labor will bear significant results.



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Bill Seitz
State Senator
8th District

Ohio Legislative Commission on the Education and Preservation of State History
Minutes
August 30, 2010
128th General Assembly

The Ohio Legislative Commission on the Education and Preservation of State History was called to order at 1:05 p.m. in the North Hearing Room of the Statehouse.

Attendance was taken and a quorum was present.

The minutes of the August 17, 2010 meeting were approved.

Richard Prasse's recommended changes to the Commission's draft report were discussed (see attachment A).

After discussion and input from Commission members, Mr. Prasse's recommendation #1, as modified by the Commission, was accepted without objection (this recommendation corresponds with item #3, on page 4 of the draft report). In "Revenue enhancements" item #3, delete " 'History on the Go' and 'Civil War 150' license plates" and insert "an 'Ohio History' license plate".

After discussion and input from Commission members, Mr. Prasse's recommendation #2, as modified by the Commission, was accepted without objection, so that item #9 on page 5 of the draft report will now be preceded by the following phrase: "Pursuant to O.R.C. 149.53..."

After discussion and input from Commission members, Mr. Prasse's recommendation #3, as modified by the Commission, was accepted without objection. In the introductory remarks to "Other items discussed by the Commission," in the first line, delete "it believes." In the third line, after "recommendations" insert "because they were not supported by a majority of the Commission members."

After discussion and input from Commission members, the Commission agreed without objection to add the language in Mr. Prasse's recommendation #4 as #7 of the "Revenue enhancements" on page 4 of the draft report.

After discussion among Commission members, the Commission did not agree to Mr. Prasse's recommendation #5.

Mr. Prasse suggested, and the Commission agreed without objection, to include Dr. Sharon Dean's August 5th letter concerning de-accession policies (attachment B) in the report's appendix.

After discussion and input from Commission members, based on Mr. Prasse's last unnumbered recommendation, the Commission agreed without objection to reorder the appendix as follows:

- Appendix I: Suggested statutory language
- Appendix II: Other items discussed by the Commission
- Appendix III: Summary of Common Survey Instruments
- Appendix IV: Minutes of the Commission's meetings
- Appendix V: State mandates on the Ohio Historical Society
- Appendix VI: Ohio Historical Society Budget Trends

Doug McDonald's recommended changes to the Commission's draft report were discussed (see attachment C).

After discussion and input from Commission members, Mr. McDonald's recommendation #1, as modified by the Commission, was accepted without objection. In line one, delete "collaborative". In line two, delete "for" and "that is mutually beneficial". In line two, after "environment" insert "of collaboration so that". In line two, after "parties" insert "would benefit mutually".

After discussion and input from Commission members, the Commission agreed without objection to add Mr. McDonald's language in his recommendation #2 after the "Concluding remarks" on page 7, before the last paragraph.

After discussion among Commission members, Mr. McDonald withdrew his recommendation #3.

After discussion among Commission members, Mr. McDonald withdrew his recommendation #4.

After discussion and input from Commission members, in regards to Mr. McDonald's recommendation #5 (Cloud Computing), the Commission agreed without objection to add the following language to the end of item #18 on page 6: "One topic should include a mutually beneficial and efficient computing system akin to the cloud computing proposal (see Appendix VII)."

After discussion among Commission members, the Chair called a vote on Mr. McDonald's recommendation #6 to replace #6 on page 8 of the draft report with the language in Mr. McDonald's recommendation #6.

The motion failed on a vote of 2-6.

After further discussion, the Chair called a vote on a proposal to change #6 on page 8 by inserting "and the Western Reserve Historical Society" after "Center" and to state that both

groups endorse Formula Funding Model 2: Formula Based with Grants that will be reflected in an attachment in the appendix.

The motion passed 8-0.

After discussion and input from the Commission members concerning Mr. McDonald's recommendation #7, the Commission agreed without objection to add the following language as #7 of the "Other items discussed by the Commission" on page 8 of the draft report: "The Ohio Historical Society, the Cincinnati Museum Center, and the Western Reserve Historical Society shall undertake a survey of the current and potential impact of history on Ohio's economy, as proposed by the Western Reserve Historical Society in a memo submitted to the Commission on July 26, 2010 by WRHS. The proposal will also be included in the appendix (see attachment D).

After discussion among Commission members concerning Mr. McDonald's recommendation #8, the Chair allowed Staci Dennison to submit language to him as soon as possible to replace the language in the survey instrument about WRHS.

Senator Turner suggested that the Commission recommend the creation of a volunteer Ohio History Caucus for members of the Legislature. The recommendation will read as follows: "The Commission recommends that interested legislators form a Commission to consider the recommendations of the Ohio Legislative Commission on the Education and Preservation of State History and to broaden members' knowledge of and support for Ohio history." There was no objection to this recommendation.

The Commission considered the recommendations of Christie Weininger Raber (see attachment E).

After discussion among Commission members and LSC, Ms. Weininger Raber withdrew her recommendation #1.

After discussion among Commission members, Ms. Weininger Raber withdrew her recommendation #2.

After discussion among Commission members, the Commission decided that Ms. Weininger Raber's recommendation #3 had already been addressed.

After discussion among Commission members, the Commission decided to put the language in Ms. Weininger Raber's recommendation #4 in #18 on page 6 of the draft report.

Representative Okey asked that "continue to" be added to #13 on page 5 of the draft report after "should". There was no objection.

The Chair called a vote on the amended draft report. The motion passed 7-1.

With no further business, the Commission adjourned at approximately 2:20 p.m.


Bill Seitz, Chair

MEMORANDUM

TO: Senator Bill Seitz, Chair,
Legislative Commission on the
Education and Preservation of
State History

DATE: August 27, 2010

FROM: Richard T. Prasse, Commission
Member

cc: Distribution
List for Draft
Report

SUBJECT: Reaction to Draft Report

First, let me express my appreciation for your work in leading the Commission and the reporting process. Given the variety of perspectives, organizing this is indeed akin to herding cats. On a personal note, I would prefer to be identified based upon my vocation as Partner, Hahn Loeser & Parks LLP. Alternatively, I am comfortable with submitting my resume which contains all of the qualification information requested by the Governor's Office. I leave that up to you.

I also note that the August 5 Sharon Dean letter regarding ethics and policies of deaccessioning that was distributed to the Commission on August 20 is not included in the draft. I believe it should be since it is a further explanation of the issues involved that go beyond the AAM policy.

I also have the following specific recommendations which I think reflect the spirit of the discussions.

1. License Plate

While we discussed both History on the Go and Civil War 150 license plates, I think the result was to begin with the Civil War 150 license plate to take advantage of the 150th Anniversary. The funds would support the Civil War 150 program. Thereafter, the funds from the Ohio History license plate would go to support the History on the Go project. I suggest that we revise Item 3 on page 4 to have the General Assembly create an "Ohio History" license plate, the revenue from which would support the Civil War 150 program through fiscal year 2015, to be followed by support for the History on the Go program.

2. State Owned Historic Properties

Item 9 on page 5 provides the recommendation to issue an Executive Order with regard to state agencies. I am comfortable with that but suggest we include Representative Okey's reference to ORC 149.53 should the threshold need to be identified.

3. Introductory Remarks to Appendix 1

During the Commission proceedings, many ideas were proposed, most were discussed and some were voted on. Unfortunately, while the title of "Other Items Discussed" is accurate, I am not prepared to agree that all these items should be listed as "meriting further exploration." Perhaps it is more accurate to state that these actions were "not supported by a majority of the Commission." This would accurately reflect where we were and would not imply that all merit further exploration.

4. Representative Chandler's Funding Proposal

Of all the items discussed, this was the one that ended up with a deadlocked Commission vote. This means it is not the recommendation of the Commission but I suggest it deserves special placement, perhaps under the heading that accurately describes that deadlock, together with a copy of the proposal.

Alternatively, perhaps we could come together on Representative Okey's new proposal that speaks to the recognized need, the creative idea, the difficulties in implementation and the concern about timing. I recommend the following: "The Commission discussed and recommends further discussion of dedicated funding from the general revenue fund for the preservation of and education in Ohio History. While a majority of the Commission does not support a dedication of a percentage of general revenue fund at the present time due to the economic condition of the state, the Commission recognizes value in further discussion of such a dedicated revenue source to support this mission. Any recommended change would also need to provide adequate distribution guidelines given the overlapping geographic and content reach of the nearly 1,000 historical organizations in Ohio."

5. OHS Deaccessioning Policy

Item 4 on page 8 is included among Other Items Discussed. I believe that idea was narrowed and included in a group recommendation found as the last sentence of Item 15 on page 5. Having covered it there, I see little reason to include the separate earlier draft and recommend that we strike Item 4 from page 8.

Lastly, I believe that this report would be stronger organizationally if statutory recommendations become Appendix 1 with minutes as Appendix 2 and other items as Appendix 3. I look forward to working with you on Monday.

RTP



August 5, 2010

Hon. Bill Seitz
Ohio Senate
1 Capitol Square
Columbus, OH 43215

Dear Senator Seitz,

I am writing with regard to the apparent misunderstanding concerning de-accession policies at the July 27, 2010 hearing of the Legislative Commission on the Education and Preservation of State History. I want to make clear that if my comments led anyone on the Commission to believe that The American Association of Museum's (AAM) policy absolutely barred the selling of collections items, I offer my apologies. I did not conclude my remarks at the hearing, so I offer a few thoughts now.

While the AAM Code of Ethics does indeed allow funds from the sale of de-accessioned objects to be used for both acquisitions and direct care of collections, there are still open debates about this issue among professionals in the field. Even the definition of "direct care" itself is under debate. In fact, other professional organizations have adopted somewhat differing policies. The American Association of State and Local History, for example, has adopted a more specific ethics policy that states:

"Collections shall not be de-accessioned or disposed of in order to provide financial support for institutional operations, facilities maintenance or any reason other than preservation or acquisition of collections, as defined by institutional policy."

The Association of Art Museum Directors goes a step further and specifies that sales can only be used for acquisition of new collections. AAM acknowledges this debate and encourages institutions to act cautiously when de-accessioning. (See page 2 of "Considerations for AAM Accredited Museums Facing Retrenchment or Downsizing".)

Because of its responsibility to the citizens of Ohio, the OHS Board of Trustees has adopted the strictest standard identified by the field, which is that funds received from the sale of collections can only be used to purchase new collections. (See Collections Management Policy, page 14, highlighted in attached document.) There are two reasons why this policy was adopted:

- 1) *Ethics*. While AAM leaves room for direct care in their ethics policy, OHS believes it is important to hold our institution to the highest ethical standard in order to maintain the public trust.
- 2) *Financial Accountability*. The Federal Accounting Standards Board (FASB) standards state that non-profit organizations must capitalize their collections *unless* they adopt a policy that directs the proceeds from the sale of collections toward the purchase of new collections. Specifically, paragraph 11 (pp. 3-4) of the FASB Statement reads as follows:

OHIO HISTORICAL SOCIETY
Collections Services

1982 Velma Avenue Columbus, Ohio 43211-2497 ph: 614.297-2500 fx: 614.297.2546
www.ohiohistory.org

"An entity need not recognize contributions of works of art, historical treasures, and similar assets if the donated items are added to collections that meet all of the following conditions:

- 1) Are held for public exhibition, education, or research in furtherance of public service rather than financial gain
- 2) Are protected, kept unencumbered, cared for, and preserved
- 3) Are subject to an organizational policy that requires the proceeds from sales of collection items to be used to acquire other items for collections."

The last statement precludes using funds from the sale of objects for the direct care of collections (unless the organization capitalizes the value of its collections). These FASB standards at first glance seem at odds with the AAM Code of Ethics. AAM, however, is concerned that the capitalization of collections would allow museums to put a monetary value on objects, thereby leading to situations where collections could be lost to future generations due to short-term financial interests of the institution.

Given the range of guidelines offered by these various organizations, the OHS Board felt it was essential to maintain the highest standards of ethical and financial accountability and adopted a strict policy on this issue. This was particularly important during our recent reaccreditation process with AAM.

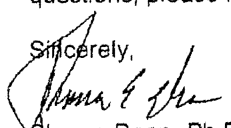
Finally, the process of de-accessioning objects has to be approached carefully. OHS acknowledges that de-accessioning is part of our responsibility to be good collections stewards. We fully support de-accessioning of collections that do not fit our Ohio-based mission or those that have deteriorated beyond our ability to effectively care for them. We also recognize that once an object is gone, it is gone forever. One of the risks of de-accessioning objects is that it can have a negative impact on public perception and can potentially erode public confidence in the organization.

Recently, for example, OHS de-accessioned several objects in our flight collection that did not fit our Ohio-focused mission. The objects were transferred to other organizations so that they could remain publicly accessible. Some printed materials were sold after no other publicly-accessible institutions offered to accept them. Throughout the process, we were very careful to work with interested parties (enthusiasts, other museums, donors) to ensure that they understood the decisions we were making and were engaged in the conversation.

As these issues continue to be discussed, we hope the debate will gain more clarity. Until then, OHS wants to proceed carefully, being ever mindful that we are the stewards of Ohio's treasures. We also welcome further dialogue on this issue and look forward to hearing your thoughts.

Thank you for the opportunity to provide a more full explanation on this matter. If you have any questions, please let me know.

Sincerely,


Sharon Dean, Ph.D.
Director of Collections

Cc: Burt Logan, Executive Director, Ohio Historical Society
Todd Kleismit, Direct of Government Relations, Ohio Historical Society

Considerations for AAM Accredited Museums Facing Retrenchment or Downsizing

Issued by the AAM Accreditation Commission on August 28, 2003
Reissued with updated Resources , November 20, 2008

In these challenging economic times many museums are experiencing a dramatic loss of income from multiple sources, including endowments, parent organizations, funding agencies, admissions, and museum store sales. In response, many museums make changes in their governance, staffing, and operations. These actions can be necessary and appropriate steps in securing the museum's future. Sometimes, however, downsizing or retrenchment is mistakenly assumed to be an indicator of bad management. Accredited museums face the same financial challenges in these trying times as other museums, but are often held by their stakeholders to a higher standard. This is understandable, as they have been publicly recognized for their superior performance and commitment to excellence. This document addresses the issues of downsizing and retrenchment, and how they may affect accredited museums.

Downsizing and retrenchment can be responsible, necessary corrective actions in response to financial reductions. They are not, *per se*, inappropriate or grounds for loss of accredited status. When preparing for retrenchment, accredited museums:

- Focus on retaining their ability to fulfill their mission and serve their community
- Take actions consistent with the highest ethical, fiscal, and management standards in the museum field
- Carefully consider the effect of their actions on their staff, their community, and the collections they hold in trust for the public

Some Commission Observations on Standards and Best Practices Regarding Retrenchment

The following observations address issues that commonly arise when a museum is considering downsizing or retrenchment and summarize what is generally considered best practice in the field concerning this issue.

Collections

Collections often receive special scrutiny during retrenchment, either because of the expense of maintaining them appropriately or because of their potential as financial assets. In considering the role of collections in retrenchment, museums are guided by the following principles:

- Collections are held in trust for the public, and a primary responsibility of the governing authority is to safeguard this trust. The museum may determine that it is unable, in the long run, to appropriately care for some parts of its collections. In such cases, the most responsible action may be to deaccession and transfer

material to another suitable caretaker in an orderly manner that safeguards the collections and their documentation. Museums carefully consider whether it is appropriate for the material to remain in the public domain at another nonprofit institution, or whether it can responsibly be placed through public sale. However, deaccessioning is never a fast or simple solution. It may take a great deal of time and other resources to research the material in question, determine its provenance, identify any restrictions on the title, and arrange for an appropriate and safe transfer. In the short run, it may actually require additional expenditures on the part of the museum to conduct the necessary research, prepare the documentation, arrange for disposition, and affect the transfer. Deaccessioning is part of a long-term, thoughtful decision on the part of the museum about how to best fulfill its mission with available resources. It is conducted in accordance with standards and best practices in the field, and with the museum's own code of ethics, collections planning, and collections policies.

- Various statements of ethics in the museum field prescribe what can be done with the funds resulting from deaccessioning. Accredited museums abide by the *AAM Code of Ethics for Museums*, and by any additional codes of ethics particular to their discipline. The *AAM Code of Ethics for Museums* specifies that proceeds from sales resulting from deaccessioning can only be used for acquisitions or direct care of collections. While the interpretation of "direct care" varies between museums and disciplines, there is a strong consensus that it does not include use of funds to pay operational expenses. The code of ethics of the Association of Art Museum Directors (AAMD) explicitly specifies that art museums can only use funds resulting from deaccessioning for the acquisition of new collections, and that of the American Association of State and Local History (AASLH) specifies that history museums can use such funds only for acquisition or preservation.
- There is increasing pressure on museums to capitalize their collections and to use them as collateral for financial loans to the museum. The *AAM Code of Ethics for Museums* requires that collections be "unencumbered," which means that the collections cannot be used as collateral for a loan. The AAMD and AASLH codes of ethics also preclude using collections as collateral, and further, bar museums from capitalizing collections.
- A museum's collections are valuable only insofar as they are accessible to the public and to scholars, and the information inherent in them is preserved through documentation and the knowledge of those who care for them. "Mothballing" collections, i.e., putting them in storage and eliminating or minimizing curation and use, may seem a desirable short-term strategy for cost reductions, but it carries measurable risks. Many kinds of collections are not stable in storage without constant monitoring and attention. Often, collections can be made accessible in a meaningful way only through the mediation of an experienced, knowledgeable staff that, once dismantled, may not easily be rebuilt.

Human Resources

Museums often reduce staff size in response to financial reductions. This may be accomplished by leaving positions temporarily unfilled, eliminating individual positions, or eliminating whole departments or program areas. In considering the reduction of staff as a part of retrenchment, museums:

- Consider the short-term and long-term needs of the institution. Leaving a position vacant when a staff member departs is less traumatic than laying off existing staff. However, it can also leave key positions and vital roles unfilled at a crucial time. Museums weigh the needs of the staff and the needs of the institution in choosing a strategy for staff reductions.
- Consider the impact of downsizing on the museum's programs and operations. The museum's mission is accomplished primarily through its staff, but many museums also rely on volunteers and partnerships with other institutions. Staff reductions are planned in light of the overall impact on the museum's mission and activities, and as part of an overall strategy for scaling back operations, supplementing paid staff with volunteers or partnerships, or other strategies for accomplishing the museum's goals.

Museums in Non-Museum Parent Organizations

Museums that are part of a college or university or organized under municipal, county, or state government have additional factors that affect their response to a financial crisis. When parent organizations need to make financial cuts the museum may bear a disproportionate portion of the burden. Many museums within larger parent organizations have increased their financial stability by:

- Cultivating diverse sources of income. This is particularly important to museums in parent organizations. Museums that derive significant portions of their income from outside sources are less dependent on funding from their parent organizations. This minimizes the impact of funding cuts from the parent, and the likelihood that the parent will see eliminating the museum as an attractive financial strategy.
- Developing a separately incorporated "friends" organization. A separate 501(c)3 support group can provide significant income, serve as an advocate for the museum, and buffer it against sudden organizational changes. A formal memorandum of agreement between the parent and the friends group can ensure that the support organization has a voice in any decisions concerning the museum's future.
- Embedding the museum in the parent organization's operations. A museum that is an integral part of its parent organization is less likely to be an immediate target for financial reductions by the parent. By being strongly connected to the community served by the parent, reaching out to a broad constituency, attracting new sources of funding, garnering positive publicity, and, most of all, being valued by a large number of people, a museum makes itself less vulnerable to cutbacks.

An active and engaged constituency will encourage the parent organization to continue its support.

Parent organizations usually have no legal obligation to continue to operate a museum.¹ They may not consider the possibility that the museum can lose accreditation as a result of changes made as part of retrenchment. The Accreditation Commission, as a formally recognized body representing the public's interest of stewardship of collections held in the public domain, urges parent organizations to take into account the following moral, ethical, and practical issues:

- Museums are a part of an institution's long-term strategy of civic engagement. Any decisions regarding the future of museums operated by a parent organization should take into account their long-term role in serving the broader public good. While in the short run, cutbacks to a museum may result in financial savings, in the long run they may damage the parent organization's ability to serve its community and reach out to a broad audience.
- Museums operate in the public interest and hold their collections as a public trust. If a parent organization is considering downsizing or closing a museum, it has an ethical obligation to do so in a manner that safeguards the public's interest. The fate of the collections must be carefully considered. Having taken on the obligation of caring for collections, the parent must plan to transfer this stewardship to another suitable caretaker in an orderly manner that safeguards the collections and their documentation. The new caretaker should be carefully chosen with attention to its ability to care for the collections and to continue to provide public and scholarly access. As discussed earlier in this document, this process may require additional resources in the short term and may not be a useful strategy for immediate cost savings.

—end—

**See Appendix for related
information and resources**

¹ Unless, for example, it is part of the parent organization's charter or enabling legislation. Considerations for AAM Accredited Museums Facing Retrenchment or Downsizing Issued by the AAM Accreditation Commission on August 28, 2003
Reissued with updated Resources , November 20, 2008

Appendix

General Strategies that Foster Financial Stability

These are some strategies that museums use to secure their financial footing:

- Cultivating diverse sources of income. Museums that depend on income from varied sources including earned revenue, memberships, donations from private and corporate charities and individuals, investment income, and grants, are less vulnerable to reductions in income from any one source.
- Building partnerships. Museums that have close, sustained, mutually beneficial relationships with other nonprofit, governmental, and for-profit organizations have a support network that can help them access new resources in times of financial distress. These partnerships can also make it possible to sustain mission-critical projects during retrenchment through sharing costs and responsibilities.
- Being civically engaged. Museums that are valued, vital parts of their community have many advocates to protect their interests and help them secure new resources.

Overview of Accreditation

Participation in the Accreditation Program is voluntary. The Program is maintained by and for the museum field to foster, recognize, and promote excellence in museum operations. The purposes of the Program are to:

- Strengthen individual museums and the museum profession as a whole by promoting ethical and professional practices that enable museum leadership to make informed decisions, allocate and use resources wisely, and remain accountable to the public
- Recognize excellence in individual museums and the museum community
- Serve as the field's primary vehicle for quality assurance and self-regulation

Museums participating in the Accreditation Program are held to very high standards and are reviewed once every 10 years to ensure that they continue to meet performance standards. The Accreditation Commission does not actively monitor the performance of accredited museums within the 10-year period between reviews. Through a formal allegation process, museum professionals or members of the public may bring to the attention of the Commission actions that are inconsistent with a museum's accredited status, and this may result in an early review.

Actions that May Affect a Museum's Accredited Status

Retrenchment and downsizing do not automatically affect a museum's accredited status. However, if museums undergo significant changes in operations that may affect their accredited status, they are expected to contact the Accreditation Program staff and inform them of the nature and scope of these changes—this section outlines what circumstances might warrant such a discussion.

If the Commission reviews a museum's retrenchment activities for any of the reasons outlined below, its intent is to weigh whether the changes made in a museum's operations are so dramatic as to render the museum significantly different from the

institution it was at the time of its last review in the Program, and whether the actions taken by the museum are consistent with standards and best practices in the field. If the Commission takes action, it is to protect the integrity of the Accreditation Program, not for the purpose of punishing the museum or sending a public message to the museum field. All Commission decisions are confidential, and the only information available to the public is whether or not a museum is accredited. The Commission ensures that the Accreditation Program is setting a positive example for the field by ascertaining that museums with accredited status continue to meet the standards of the program. Often, feedback from the Commission helps a museum to arrive at appropriate decisions regarding its course of action.

Two categories of action associated with retrenchment may affect a museum's accredited status:

1. Actions that so change the nature of a museum's mission, governance, or service to the public that the museum becomes a significantly different organization than it was when last reviewed by the Commission. These changes may not, in themselves, be inconsistent with accredited status, but may require review of the museum to assess its new operations. These include but are not limited to:
 - ▶ Significant change in the museum's mission that results in major alterations of the scope or type of services or operations. For example, change from a collecting to a non-collecting institution, or from a research-centered to a non-research institution.
 - ▶ Significant change in the nature of the museum's governance. For example, change from municipally-governed to private nonprofit, or from private nonprofit to university governance.
 - ▶ Significant change in scope of service to the public. For example, loss of significant portions of the museum's public offerings, such as closing of sites, exhibits, or galleries or cessation of public programming.

2. Actions that are inconsistent with standards and best practices in the field, or with the criteria and characteristics of an accredited museum. These include but are not limited to:
 - ▶ Disabling changes in the museum's governance or operations
 - ▶ Closing to the public or a significant reduction in public service (e.g., open less than 1,000 hours per year)
 - ▶ Significant loss of funding that adversely affects the museum's ability to fulfill its mission at a level that meets creditable standards
 - ▶ Major staff cutbacks, protracted vacancies in key professional positions, or major changes in qualifications of staff that adversely affect the museum's ability to fulfill its mission
 - ▶ Misrepresentation of the museum's status, operations, documents, practices, or procedures
 - ▶ Breaches of ethical and professional standards and practices
 - ▶ Breaches of fiduciary and public trust responsibilities

Accreditation Commission Options Regarding Changes in Accredited Status

After appropriate deliberation, the Accreditation Commission may take the following actions regarding the status of a museum engaged in the actions described above:

- *Initiate Review*
If the Commission finds cause for concern and feels that more information is needed, it may initiate a partial or full accreditation review, even if the museum is not scheduled for a review at that time.
- *Impose Probation*
If the Commission finds cause for concern but concludes that the museum has a timely plan of action to correct deficiencies, it may put the museum on probation for up to one year while the museum implements this plan.
- *Flag Concern for Next Accreditation Review*
If the Commission finds that the museum has weaknesses but they are not sufficient to immediately affect the museum's accredited status, the Commission may flag the issues to receive close attention at the time of the museum's next regularly scheduled accreditation review.
- *Withdraw Accreditation*
The Commission may withdraw accreditation from a museum if the Commissioners find that that the museum has changed so completely as to warrant a new application to the program. In this case, the withdrawal merely indicates that the Commission needs the details provided by an application to judge whether the museum in its new form still meets accreditation standards. Accreditation also can be withdrawn if the museum has engaged in actions that are inconsistent with standards and best practices in the field, and with the criteria and characteristics of an accredited museum, and the museum fails to give evidence that the actions in question have been or will be corrected in a timely manner. However, the only publicly disclosed fact is whether the museum is or is not accredited—the details of the decision are not shared with the field or the public. This is consistent with the Commission's desire to set a positive example, by ensuring that only exemplary museums are accredited, rather than a negative example, by publicly discrediting any institution.

Resources

The following resources may be of use in planning for retrenchment and downsizing in a manner consistent with standards and best practices as they are generally understood in the museum field.

On-line

AAM's Information Center offers online resources about retrenchment, such as best practices for downsizing, minimizing risks during employee layoffs, cost-cutting ideas, and mothballing historic sites. These resources are available to all AAM members on the website (www.aam-us.org) by following this path: Information Center > Financial Stability > Financial Management > Retrenchment.

Stressed but Coping: Nonprofit Organizations and the Current Fiscal Crisis:

Communiqué #2, The Johns Hopkins Center for Civil Society Studies, January 2004, 11 pp. This report from the Listening Post Project shares the results of its survey on financial stress and how nonprofits are coping. The Listening Post Project is a collaborative undertaking of the Johns Hopkins Center for Civil Society Studies and 7 partner organizations, including AAM.
<http://www.jhu.edu/listeningpost/news/>

Print Publications

2006 Museum Financial Information, American Association of Museums, 2006, 199 pp. Overview of financial data from the museum field, with trend data and analysis for 2002-2005. Includes information on attendance, operating and non-operating income and expenses, earned income, costs of collections care, and listings of other sources of financial data. This information can be useful in putting a museum's financial situation and strategies in a larger context.

A Deaccession Reader, edited and introduced by Stephen E. Weil. American Association of Museums, 1997, 320 pp. This book is intended to assist those developing a deaccession program. Includes collections disposal policies from several museums, as well as statements from professional organizations, including AAM, AAMD, and AASLH. Note: this version does not include the most recent ethics revision from AASLH, which is available on their Web site at www.aaslh.org.

A Legal Primer on Managing Museum Collections, Marie C. Malaro. Smithsonian Institution Press, 1998, 507 pp. Decisions on collections care and deaccessioning are made in the context of the legal responsibilities of the nonprofit museum. This is the definitive work on legal issues involved with collections management.

Code of Ethics for Museums. American Association of Museums, 2000, 16pp. This code spells out the basic ethical responsibilities of museums, and why they are so important. Specific issues also covered include governance, collections, and programs.

Coping with Cutbacks: The Nonprofit Guide to Success When Times Are Tight, Emil Angelica and Vincent L. Hyman. Amherst H. Wilder Foundation, 1997, 114 pp. An excellent overview of productive ways to manage financial setbacks.

Financial Responsibilities of Nonprofit Boards, Andrew S. Lang. BoardSource, 2003, 48 pp. A survey of the financial oversight of nonprofits, including the responsibilities of the governing authority.

Slaying the Financial Dragon: Strategies for Museums, American Association of Museums, 2003, 123 pp. Ten authors discuss the trends affecting museum finances, and explore strategies for pursuing financial health in the new economic climate.

Ten Basic Responsibilities of Nonprofit Boards, Richard T. Ingram. BoardSource, 2003, 32 pp. The museum's governing authorities should approach retrenchment with a firm understanding of their responsibilities as stewards of a nonprofit institution. This is an unsurpassed primer on the fundamental responsibilities of a nonprofit board.

The Legal Obligations of Nonprofit Boards: A Guidebook for Board Members, Jacqueline Corey Leifer and Michael B. Glomb. BoardSource, 1997, 32 pp. Retrenchment must be undertaken with a thorough understanding of the legal obligations of the board and executive staff. This guidebook covers requirements imposed by federal and state laws, board member duties, board and organizational documents, liability, and more.

Understanding Nonprofit Financial Statements (3rd ed.), Steve Berger. BoardSource, 2008, 78 pp. Museum leadership and members of the governing authority need a firm grasp of the museum's financial position before engaging in financial planning. This book can help ensure that all members of a planning team share a common understanding of the museum's financial statements. The third edition of this book has been updated to reflect changes in financial practices and rules. It has been expanded to include practical tips for board members and a comprehensive glossary. It also includes a CD-ROM with a ready-made presentation designed to help your entire board understand and review the organization's finances.

Most of these publications are available for purchase from the AAM Bookstore
www.aam-us.org or 202-289-9127



Financial Accounting Standards Board

**ORIGINAL
PRONOUNCEMENTS**

AS AMENDED

**Statement of Financial Accounting
Standards No. 116**

**Accounting for Contributions Received and
Contributions Made**

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Statement of Financial Accounting Standards No. 116

Accounting for Contributions Received and Contributions Made

STATUS

Issued: June 1993

Effective Date: For fiscal years beginning after December 15, 1994

Affects: No other pronouncements

Affected by: Paragraphs 19, 20, 184, 186, and 208 amended by FAS 157, paragraph E16
Footnote 8 deleted by FAS 157, paragraph E16(b)

Other Interpretive Pronouncement: FIN 42 (Superseded by FAS 136)

Other Interpretive Release: FASB *Highlights*, "Time for a Change—Implementing FASB Statements 116 and 117," January 1995 (in *Current Text* Sections C67 and No5)

SUMMARY

This Statement establishes accounting standards for contributions and applies to all entities that receive or make contributions. Generally, contributions received, including unconditional promises to give, are recognized as revenues in the period received at their fair values. Contributions made, including unconditional promises to give, are recognized as expenses in the period made at their fair values. Conditional promises to give, whether received or made, are recognized when they become unconditional, that is, when the conditions are substantially met.

This Statement requires not-for-profit organizations to distinguish between contributions received that increase permanently restricted net assets, temporarily restricted net assets, and unrestricted net assets. It also requires recognition of the expiration of donor-imposed restrictions in the period in which the restrictions expire.

This Statement allows certain exceptions for contributions of services and works of art, historical treasures, and similar assets. Contributions of services are recognized only if the services received (a) create or enhance nonfinancial assets or (b) require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation. Contributions of works of art, historical treasures, and similar assets need not be recognized as revenues and capitalized if the donated items are added to collections held for public exhibition, education, or research in furtherance of public service rather than financial gain.

This Statement requires certain disclosures for collection items not capitalized and for receipts of contributed services and promises to give.

This Statement is effective for financial statements issued for fiscal years beginning after December 15, 1994, except for not-for-profit organizations with less than \$5 million in total assets and less than \$1 million in annual expenses. For those organizations, the Statement is effective for fiscal years beginning after December 15, 1995. Earlier application is encouraged. This Statement may be applied either retroactively or by recognizing the cumulative effect of the change in the year of the change. The provisions for recognition of expirations of restrictions may be applied prospectively.

Statement of Financial Accounting Standards No. 116

Accounting for Contributions Received and Contributions Made

CONTENTS

	Paragraph Numbers
Introduction.....	1- 2
Standards of Financial Accounting and Reporting:	
Scope.....	3- 4
Definitions.....	5- 7
Contributions Received.....	8- 16
Contributed Services.....	9- 10
Contributed Collection Items.....	11- 13
Reporting by Not-for-Profit Organizations.....	14- 16
Expiration of Donor-imposed Restrictions.....	17
Contributions Made.....	18
Measurement at Fair Value.....	19- 21
Conditional Promises to Give.....	22- 23
Disclosures of Promises to Give.....	24- 25
Financial Statement Presentation and Disclosure for Collections.....	26- 27
Effective Date and Transition.....	28- 30
Appendix A: Background Information.....	31- 42
Appendix B: Basis for Conclusions.....	43-172
Appendix C: Examples of the Application of This Statement to Specific Situations.....	173-208
Appendix D: Glossary.....	209

INTRODUCTION

1. This Statement establishes standards of financial accounting and reporting for **contributions**¹ received and contributions made. Accounting for contributions is an issue primarily for **not-for-profit organizations** because contributions are a significant source of revenues for many of those organizations. However, this Statement applies to all entities (not-for-profit organizations and business enterprises) that receive or make contributions. This Statement also establishes standards for recognizing expirations of restrictions on contributions received and for accounting for **collections** of works of art, historical treasures, and similar assets acquired by contribution or by other means.

2. Guidance for accounting for contributions received by not-for-profit organizations is currently provided primarily by the AICPA Guides and Statement of Position (SOP) listed in Appendix A. This Statement is part of a broader FASB agenda project that considers several inconsistencies in that guidance. Because this Statement establishes standards for accounting for contributions, provisions in the Guides and SOP that are inconsistent with this Statement are no longer acceptable *specialized*² accounting and reporting principles and practices. This Statement's consideration of the classification of receipts of donor-restricted contributions and the recognition and display of expirations of donor restrictions is within the general framework for financial reporting

¹Words that appear in the glossary are set in **boldface type** the first time they appear.

²The term *specialized* is used to refer to those current accounting and reporting principles and practices in the existing AICPA Guides and SOPs that are neither superseded by nor contained in the Accounting Research Bulletins, APB Opinions, FASB Statements, and FASB Interpretations.

as set forth in FASB Statement No. 117, *Financial Statements of Not-for-Profit Organizations*.

STANDARDS OF FINANCIAL ACCOUNTING AND REPORTING

Scope

3. This Statement applies to contributions³ of cash and other assets, including **promises to give**. It does not apply to transfers of assets that are in substance purchases of goods or services—exchange transactions in which each party receives and sacrifices commensurate value. However, if an entity voluntarily transfers assets to another or performs services for another in exchange for assets of substantially lower value and no unstated rights or privileges are involved, the contribution inherent in that transaction is within the scope of this Statement.

4. This Statement does not apply to transfers of assets in which the reporting entity acts as an agent, trustee, or intermediary, rather than as a donor or donee. It also does not apply to tax exemptions, tax incentives, or tax abatements, or to transfers of assets from governmental units to business enterprises.

Definitions

5. A contribution is an unconditional transfer of cash or other assets to an entity or a settlement or cancellation of its liabilities in a voluntary **nonreciprocal transfer** by another entity acting other than as an owner. Other assets include securities, land, buildings, use of facilities or utilities, materials and supplies, intangible assets, services, and **unconditional promises to give** those items in the future.

6. A promise to give is a written or oral agreement to contribute cash or other assets to another entity; however, to be recognized in financial statements there must be sufficient evidence in the form of verifiable documentation that a promise was made and received. A communication that does not indicate clearly whether it is a promise is considered an unconditional promise to give if it indicates an unconditional intention to give that is legally enforceable.

7. A **donor-imposed condition** on a transfer of assets or a promise to give specifies a future and uncer-

tain event whose occurrence or failure to occur gives the promisor a right of return of the assets transferred or releases the promisor from its obligation to transfer assets promised. In contrast, a **donor-imposed restriction** limits the use of contributed assets; it specifies a use that is more specific than broad limits resulting from the nature of the organization, the environment in which it operates, and the purposes specified in its articles of incorporation or bylaws or comparable documents for an unincorporated association.

Contributions Received

8. Except as provided in paragraphs 9 and 11, contributions received shall be recognized as revenues or gains in the period received and as assets, decreases of liabilities, or expenses depending on the form of the benefits received. Contributions received shall be measured at their fair values. Contributions received by not-for-profit organizations shall be reported as **restricted support** or **unrestricted support** as provided in paragraphs 14-16.

Contributed Services

9. Contributions of services shall be recognized if the services received (a) create or enhance nonfinancial assets or (b) require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation. Services requiring specialized skills are provided by accountants, architects, carpenters, doctors, electricians, lawyers, nurses, plumbers, teachers, and other professionals and craftsmen. Contributed services and promises to give services that do not meet the above criteria shall not be recognized.

10. An entity that receives contributed services shall describe the programs or activities for which those services were used, including the nature and extent of contributed services received for the period and the amount recognized as revenues for the period. Entities are encouraged to disclose the fair value of contributed services received but not recognized as revenues if that is practicable.

Contributed Collection Items

11. An entity need not recognize contributions of works of art, historical treasures, and similar assets if

³This Statement also uses terms such as *gift* and *donation* to refer to a contribution; however, it generally avoids terms such as *awards*, *grants*, *sponsorships*, and *appropriations* that often are more broadly used to refer not only to contributions but also to assets transferred in exchange transactions in which the *grantor*, *sponsor*, or *appropriator* expects to receive commensurate value.

the donated items are added to collections that meet all of the following conditions:

- a. Are held for public exhibition, education, or research in furtherance of public service rather than financial gain
- b. Are protected, kept unencumbered, cared for, and preserved
- c. Are subject to an organizational policy that requires the proceeds from sales of collection items to be used to acquire other items for collections.

12. For purposes of initial application of this Statement, entities are encouraged either to capitalize retroactively collections acquired in previous periods⁴ or to capitalize collections on a prospective basis. Capitalization of selected collections or items is precluded.

13. Contributed collection items shall be recognized as revenues or gains if collections are capitalized and shall not be recognized as revenues or gains if collections are not capitalized. An entity that does not recognize and capitalize its collections or that capitalizes collections prospectively shall disclose the additional information required by paragraphs 26 and 27.

Reporting by Not-for-Profit Organizations

14. A not-for-profit organization shall distinguish between contributions received with **permanent restrictions**, those received with **temporary restrictions**, and those received without donor-imposed restrictions. A restriction on an organization's use of the assets contributed results either from a donor's explicit stipulation or from circumstances surrounding the receipt of the contribution that make clear the donor's implicit restriction on use. Contributions with donor-imposed restrictions shall be reported as restricted support; however, donor-restricted contributions whose restrictions are met in the same reporting period may be reported as unrestricted support provided that an organization reports consistently from period to period and discloses its accounting policy. Restricted support increases **permanently restricted net assets** or **temporarily restricted net assets**.

Contributions without donor-imposed restrictions shall be reported as unrestricted support that increases **unrestricted net assets**.

15. Receipts of unconditional promises to give with payments due in future periods shall be reported as restricted support unless explicit donor stipulations or circumstances surrounding the receipt of a promise make clear that the donor intended it to be used to support activities of the current period. For example, receipts of unconditional promises to give cash in future years generally increase temporarily restricted net assets.

16. Gifts of long-lived assets received without stipulations about how long the donated asset must be used shall be reported as restricted support if it is an organization's accounting policy to imply a time restriction that expires over the useful life of the donated assets. Organizations that adopt a policy of implying time restrictions also shall imply a time restriction on long-lived assets acquired with gifts of cash or other assets restricted for those acquisitions. In the absence of that policy and other donor-imposed restrictions on use of the asset, gifts of long-lived assets shall be reported as unrestricted support. An organization shall disclose its accounting policy.

Expiration of Donor-imposed Restrictions

17. A not-for-profit organization shall recognize the expiration of a donor-imposed restriction on a contribution in the period in which the restriction expires. A restriction expires when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both.⁵ If an expense is incurred for a purpose for which both unrestricted and temporarily restricted net assets are available, a donor-imposed restriction is fulfilled to the extent of the expense incurred unless the expense is for a purpose that is directly attributable to another specific external source of revenue. For example, an expense does not fulfill an existing donor restriction if that expense is incurred for a purpose that is directly attributable to and reimbursed by a sponsored exchange agreement or a conditional

⁴Collections of works of art, historical treasures, and similar assets acquired in previous periods but not capitalized as assets may be retroactively capitalized at their cost or fair value at date of acquisition, current cost, or current market value, whichever is deemed most practical.

⁵If two or more temporary restrictions are imposed on a contribution, the effect of the expiration of those restrictions is recognized in the period in which the last remaining restriction has expired. Temporarily restricted net assets with time restrictions are not available to support expenses until the time restrictions have expired. Time restrictions implied on gifts of long-lived assets expire as the economic benefits of the acquired assets are used up; that is, over their estimated useful lives. In the absence of donor stipulations specifying how long donated assets must be used or an organization's policy of implying time restrictions, restrictions on long-lived assets, if any, or cash to acquire long-lived assets expire when the assets are placed in service.



**Collections Management Policy
of the Ohio Historical Society**
(Approved 07/09/2009)

I.	Preamble	1
II.	Mission And Scope	2
III.	Management Responsibility	4
IV.	Decision-Making.....	5
V.	Ethics Statement	6
VI.	Acquisition	8
VII.	Accession.....	9
VIII.	Use And Care Of Collections	10
IX.	Loans	11
X.	Deaccession.....	13
XI.	Disposal	14
XII.	Glossary	15

I. PREAMBLE

The Ohio Historical Society, a not-for-profit corporation chartered under the laws of the state of Ohio, has as one of its primary purposes the acquisition of historical material (e.g., manuscripts, audiovisuals, newspapers, books, government records, electronic media, artifacts, works of art, natural specimens, and other materials) that documents or furthers the understanding of the history, prehistory, or natural history of the state.

The Board of Trustees of the Ohio Historical Society has revised the existing **Collections Management Policy**¹ (CMP) and established the following policy to govern the future acquisition, use, **loan**, and **deaccession** of **collections** materials. This policy shall ensure that collections of an appropriate nature are acquired and maintained, that applicable sections of the Society's constitution and bylaws are adhered to, and that the provisions of Section 149.30 and other applicable sections of the Ohio Revised Code are met. The CMP supersedes all existing collections policies and assumes that there will be uniform policies and procedures for the management of all Society collections.

The Ohio Historical Society is compliant with all state and federal laws and regulations governing its collections, including but not limited to government records, archaeology and natural history specimens. For further guidelines regarding public records that are acquired by the State Archives of Ohio pursuant to its responsibility to serve as the archives administration for the state of Ohio and its political subdivisions, see *Policies Governing Records of State and Local Government Agencies Transferred to the State Archives of Ohio*. For further guidelines regarding the acquisition, treatment, and disposition of human remains and objects governed by federal law (*Native American Graves and Repatriation Act of 1990 (NAGPRA)*, *Public Law 101-601*), see the *NAGPRA Policy of the Ohio Historical Society*.

¹ Please refer to the glossary at end of this document for the definitions of terms noted by bold typeface.

II. MISSION AND SCOPE

The mission of the Ohio Historical Society is to help people connect with Ohio's past in order to understand the present and create a better future. One of the Society's formally approved core values involves its collections: "We preserve Ohio's collective memory and are committed to the authenticity of the 'real stuff' of history – the objects, documents, sites and structures that are physical evidence of our heritage."²

The Society's collection is divided into the following sub-collections:

- 1) Permanent collection: historically significant objects or records that help the Society "preserve Ohio's collective memory." Accessions to the permanent collection are intended to be in the Society's care, held in public trust, for future generations. The permanent collection is subject to special procedures for handling, storage, recordkeeping, and exhibition.
- 2) Education collection: objects intended to be used in hands-on activities and demonstrations or as exhibit props. Education collections are *not* subject to accessioning, special procedures for handling, storage, and recordkeeping.
- 3) Library collection: **printed materials** that are permanently in the care of the Society. The Library collections are not accessioned, but records are kept of acquisition and use. Some of the Society's library collections are historically significant, rare and/or unique with special preservation needs. The library collection is available for research by staff and the public. Historically significant publications are occasionally used in exhibits.

The following general themes guide collections development. A more comprehensive, unified **collections plan** is in progress per the Society's strategic plan.

The Society shall collect materials that document:

- 1) the formation and functioning of the state of Ohio;
- 2) Ohio prehistory and natural history;
- 3) Ohio's people, including but not limited to political, social, cultural, economic, military, scientific, and technological endeavors;
- 4) westward expansion and the formation and functioning of the Northwest Territory; and
- 5) popular and scholarly research in the fields of Ohio history, prehistory, and natural history.

The Society may also collect materials that are:

- 6) not associated with Ohio, but that may be necessary for comparative study of other collections or that may be required to fulfill the mission of a site or exhibit program;
- 7) created or collected in the development and/or continuation of educational programs, exhibits, publications, and other Society activities; or
- 8) in danger of being destroyed or dispersed, when such destruction or dispersal would result in an irreplaceable loss for either the state or the nation.

² Ohio Historical Society. *Mission, Values and Vision Statement*. Adopted by the OHS Board of Trustees, March 9, 2006.

Occasionally materials may be given to the Society with the express purpose that they are to be sold to support the Society. In such cases, the material shall not be deeded or accessioned into the permanent collections. The Society shall channel these items through the Society's Institutional Advancement Department.

III. MANAGEMENT RESPONSIBILITY

The Executive Director of the Ohio Historical Society, with the assistance of appropriate staff, shall recommend to the Board of Trustees policies that ensure the acquisition, preservation, use, and disposition of collections materials. The Executive Director has delegated to the staff responsibility for ensuring that this policy, and all related policies, are implemented. The staff shall draft and put into practice necessary procedures to govern the day-to-day conduct of collections-related activities. These procedures shall include, but not be limited to, the acquisition, **accession, processing, cataloging**, research use, exhibit, care, loan, and deaccession of Society collections. These procedures shall reflect the highest standards of the profession. To ensure that high standards are maintained, the Employee Information Manual includes a number of grounds for disciplinary action that apply specifically to the conduct of employees of the Society.

The Chief Executive Officer designates that the Manager of Curatorial and Registration Services, working through the Director of Collections Services, shall monitor compliance with the Collection Management Policy (CMP). The Manager of Collections Services will collaborate with appropriate staff and periodically review the policy for effectiveness and flexibility, consider the changing nature of museum work, and accommodate the variations as well as the routine applications of collections management. As appropriate, policy improvements will be recommended to the Executive Director and sent to the Collections Committee of the Society's Board of Trustees for approval. The Manager of Curatorial and Registration Services is responsible for reporting annual activities covered in the CMP to the Collections Committee of the Board of Trustees each fiscal year.

IV. DECISION-MAKING

During the various phases of the acquisition, management, preservation, use, loan, and deaccession of historical materials, all pertinent issues will be identified and discussed in a manner that involves all interested staff, encourages the sharing of information, and seeks maximum input into the decision-making process. Should the named staff positions given authority in this policy for collections decision-making be absent or vacant, their supervisor(s) will carry out the responsibility.

A **Collections Management Team (CMT)** consisting of staff from units of the organization with responsibility for collections, education, museum administration, communications and institutional advancement will make recommendations regarding the Society's collection management activities.

The Society's Chief Executive Officer appoints the members of the CMT on an annual basis based on recommendations from the Director of Collections Services. The team will keep a record of its proceedings, and open its deliberations to all interested staff members.

The CMT will meet regularly to make recommendations regarding:

- a) new acquisitions (donations and purchases) of objects and collections;
- b) placement in the Permanent or Education collections;
- c) prioritization of the conservation of objects and approval of conservation treatments;
- d) destructive sampling requests;
- e) museum object(s) research and photography requests;
- f) loans to and from the museum;
- g) deaccessions from the permanent collections and **disposal** methods;
- h) actions to ensure the proper care and documentation of collections at the Society.

Actions of the CMT, including recommendations regarding acquisition, loans, deaccession, and disposal, will be forwarded to the Director of Collections Services, Executive Director, and Board of Trustees as outlined in other sections of this policy.

V. ETHICS STATEMENT

Professional Obligations

The Society shall abide by state and federal laws and professional ethics that govern collecting activities. All acquisitions shall be evaluated to avoid violations of legal and ethical standards involving ownership, possession, and authenticity. Per the Society's Code of Ethics, "Objects and materials collected by OHS must be relevant to the Society's mission and activities and must be accompanied by valid legal title, preferably unrestricted but with any restrictions clearly described in an instrument of conveyance. Collections will be properly catalogued, conserved, stored, and exhibited based on industry standards."

- 1) The Society shall not knowingly acquire an item--whether by donation, bequest, or purchase--unless the Society believes that it can acquire title or has acquired title to the item in question.
- 2) The Society shall not acquire, by direct or indirect means, items that it believes have been collected in contradiction of laws governing such collecting.
- 3) Materials shall be accepted into the Society's collections only when proper storage and care can be provided.

Staff Obligations

Ohio Historical Society staff have legal, ethical, and professional obligations to maintain high levels of honesty, integrity, and loyalty to the institution. These standards of conduct are set forth in the Ohio Historical Society's Code of Ethics, Part IV, Statement of Ethics for Staff, which is of particular relevance and reads as follows:

A possibility of a conflict of interest exists whenever a staff member personally collects items similar to those collected by the Society. When collecting, a staff member should always consider the needs of the Society over personal gain.

No OHS staff member shall compete with the Society in any personal collecting activity. No OHS staff member shall use his/her OHS affiliation to promote his/her or an associate's personal collecting activities. No staff member shall participate in any dealing (buying or selling for profit as distinguished from occasional sale or exchange from personal collecting) in objects or materials similar or related to the objects and materials collected by the Society. If items are available for purchase within the scope of the OHS collection, they should be first offered to the institution before being considered for personal acquisition.

In addition to the guidelines and procedures outlined in the Code of Ethics for all Society employees, members of the Collections Management Team and all staff whose primary job duties involve the acquisition, care, use, and management of collections are held to the highest professional standards in the area of personal collecting. CMT members and collections staff must offer all items to the Society when acquiring any material that is within the collecting scope of the institution.

CMT members and collections staff will provide the Registrar's Office with documentation of the material, including purchase price, source, and images when available either prior to or immediately after personal acquisition. The CMT will make a recommendation regarding the Society's interest in acquiring the material for the permanent collection to the Director of Collections Services and Chief Executive Officer.

VI. ACQUISITION

The Manager of Collections Services will work with appropriate staff to ensure that all state and federal laws and regulations are followed during the acquisition of historical, prehistoric or natural history collections.

Collections are acquired by the following methods:

- 1) donations by individuals and organizations, including bequests and anonymous donations;
- 2) field collection by staff;
- 3) purchase from auction, dealers, vendors, and individuals;
- 4) transfer from local or state government entities;
- 5) loans for duplication, in which the duplications become Society property along with rights to their use;
- 6) objects found in collections and for which the Society will presume ownership after a good-faith effort to locate relevant documentation and ninety (90) days of physical **custody** per Ohio's museum property law, Ohio Revised Code 3385.01-.10;
- 7) creation or collection of materials in the development and/or continuation of educational programs, exhibits, publications, and other Society activities; or
- 8) deposits through cultural resource management (CRM) of archaeological and paleontological collections found on government lands for which ownership cannot legally be transferred to a private entity.

Multi-item archival collections may also be processed and evaluated on an item level after accession. Items deemed inappropriate for retention shall be disposed of in accordance with the **deed of gift** or transfer documentation. Examples of inappropriate items include materials that are:

- 1) duplicated within the collection or elsewhere in the Society's collections;
- 2) unrelated to the theme and/or function of the collection;
- 3) damaged beyond usefulness;
- 4) without enduring value; or
- 5) impractical to store or make available.

All acquisitions should include transfer of full literary rights, property rights, copyrights, patents, trademarks, and related interests to the Society. Any exceptions shall be approved by the Director of Collections Services and the Chief Executive Officer before formal accessioning.

The Society staff will not make, arrange, or pay for monetary **appraisals** of donated items for the donor. To avoid any appearance of a conflict of interest, the Society will provide the names of two or more appraisers without preference.

VII. ACCESSION

By accessioning an item or collection into the permanent collections, the Society is committing its resources to control, protect, store, conserve, and make the material available for educational and research purposes to current and future generations.

Designated staff members may accession materials when the following conditions are met:

- 1) Each item or group of items shall be accompanied by a **deed of gift** agreement, will, or receipt of purchase that transfers unrestricted ownership rights to the Society.
- 2) The deed of gift shall contain the date of the donation, a list or description of the material, and signatures of both the donor and a representative of the Society.
- 3) The Society's legal counsel shall approve the language of the Society's deed of gift form.
- 4) The Society may accept a donation from an anonymous donor provided staff has no reason to believe laws or ethical standards have been violated. The circumstances of any such acquisition shall be recorded and preserved.
- 5) Per Ohio Revised Code Sections 3385.01-10, any undocumented or unsolicited material received after March 14, 2003 is presumed to be a gift to the museum with all rights of ownership.

The Board of Trustees delegates to staff authority to acquire collections in the following manner:

- 1) Curatorial staff responsible for acquiring new historical materials will recommend accessions to the Collections Management Team (CMT).
- 2) The Director of Collections Services will either approve or decline the CMT's recommendation and sign the deed of gift for unrestricted accessions that are less than \$25,000 in value or 100 cubic feet in size.
- 3) The Chief Executive Officer will either approve or decline the CMT's recommendation and sign the deed of gift for all unrestricted accessions that are greater than or equal to \$25,000 but are less than \$50,000 in value or are equal to or greater than 100 cubic feet but less than 2,000 cubic feet in size.
- 4) For any potential accession that fits one or more of the categories listed below, the Executive Director, after considering the CMT's recommendation, will send it to the Board of Trustees for approval:
 - a. equals or exceeds \$50,000 in value;
 - b. is equal to or larger than 2,000 cubic feet;
 - c. involves a historic property;
 - d. carries restrictions associated with future use or access;
 - e. requires significant expenditures beyond the purchase price; or
 - f. merits special discussion or consideration.

VIII. USE AND CARE OF COLLECTIONS

The collections of the Ohio Historical Society exist for the benefit of present and future generations. Therefore, the public shall be granted reasonable access, by appointment, to exhibited or stored collections, on a non-discriminatory basis for the purposes of research and other educational uses.³

A. Use and Research

The public is encouraged to visit the Ohio Historical Society's online collections catalog (www.ohiohistory.org/occ), which provides integrated access to textual and visual documentation of the Society's permanent and reference collections. The Ohio Historical Society's Reading Room at the Ohio Historical Center in Columbus is open to the public for research. The procedures for research use and destructive sampling of the Society's museum collections are outlined in the *Object Collections Research Procedures* maintained by the Registrar's Office. The following guidelines apply to research use of the Society's museum collections:

- 1) The Collections Management Team reviews all requests for research use, loans for research, destructive sampling, and photography.
- 2) Collection documentation records, excluding donor files, are available for public research by appointment.
- 3) Two copies of all reports, papers, data generated or other published information produced using the collections shall be given to the Society.
- 4) The copyrights of all object photographs taken by non-Society staff remain in the custody of the Society. A use agreement governing this condition must be signed before any personal photographs are taken.
- 5) Commercial use of the collection is allowed in return for rights and fees and proper citation. (See *Audiovisual and Graphic Reproduction* guidelines for further details.)

B. Care

Care of the collections is a continuing responsibility accepted by the Society on behalf of the general public. The fulfillment of this commitment requires the Society to ensure proper effort in the following areas:

- 1) securing stable storage and exhibit environments for the Society's permanent collections;
- 2) protecting objects through disaster preparedness and planning;
- 3) providing training and instruction on the proper care and handling of collections;
- 4) packing and shipping of objects to provide maximum protection for the objects;
- 5) performing conservation treatments focused on stabilization and preservation by professional conservators;
- 6) conducting periodic inventories of the permanent collections based on a ten-year plan;
- 7) ensuring safe and stable conditions for objects provided for incoming loans;
- 8) confirming that use for exhibit, programming or research does not jeopardize the object;
- 9) providing specialized care of sacred or culturally-sensitive objects; and
- 10) insuring the Society's collections appropriately.

³ From the *OHS Code of Ethics*. Adopted by OHS Board of Trustees, June 2007.

IX. LOANS

The Ohio Historical Society encourages the loan of collections to other educational and cultural organizations for exhibits and research. The Society will consider loan requests from peer organizations that can demonstrate professional standards of care, security, environmental control, and insurance. The Ohio Historical Society also borrows artifacts and specimens for exhibition and research. Incoming loans can come from individuals or institutions.

A loan request may be declined if:

- 1) the borrowing institution does not have adequate security and climate controls;
- 2) the material cannot withstand the rigors of packing and transport;
- 3) the Society does not hold clear title to the material;
- 4) there is ongoing research involving the material;
- 5) there are cultural considerations that prevent a loan;
- 6) the material has great monetary value or is irreplaceable;
- 7) the material is too important to the history of Ohio and its people; or
- 8) the absence of the material would have a negative impact on the visiting public.

A. Outgoing Loans

The following guidelines apply to outgoing loans from the Society's collections to a peer institution:

- 1) All proposed loans and loan renewals will be referred to the Collection Management Team (CMT) for its recommendation.
- 2) The CMT's recommendation shall consider the borrowing institution's security and climate control system as well as other factors that might adversely affect the material to be loaned.
- 3) Loans will not be authorized for periods exceeding one year. Extension of the loan period must be approved by the Society prior to the terminal date of the original loan period.
- 4) The Director of Collections Services will either approve or decline the CMT's recommendation for loans that are less than \$25,000 in value.
- 5) The Chief Executive Officer will either approve or decline the CMT's recommendation for loans that equal or exceed \$25,000 in value.
- 6) After authorization for a loan is granted, an agreement setting forth the conditions of the loan shall be prepared by the Society. It will include details of the terms of the loan related to shipping, insurance, care, and the treatment of abandoned property.
- 7) The Society may charge for expenses associated with loans including, but not limited to, conservation, preparation, packing, crating, and shipping.
- 8) The Registrar's Office will provide condition reports and condition photographs of the material prior to shipment and after return to the Society.
- 9) The borrower shall insure all items loaned by the Society at the value assessed by the Society. The policy shall cover damages or losses from theft, mishandling, or other misfortunes from the time the material leaves the premises of the Society until it is returned. A copy of the certificate of insurance shall be presented to the Society prior to the beginning of the loan period and is subject to the approval of the Society.
- 10) The Society reserves the right to recall a loan before the established loan period expires if the borrower violates the terms of the Society's loan contract.

While material is on loan to another institution, the Society retains ownership of the copyright and use of any images of the object on loan. All requests to photograph or reproduce the object(s) on loan must be approved by the Society. The Society must authorize any necessary conservation, cleaning, pest treatment, or removal from housing supports while the material is on loan.

B. Incoming Loans

The following guidelines apply to incoming loans from outside institutions or individuals:

- 1) All proposed loans or loan renewals will be referred to the Collection Management Team for its recommendation.
- 2) The Director of Collections Services will either approve or decline the CMT's recommendation for loans that are less than \$25,000 in value.
- 3) The Chief Executive Officer will either approve or decline the CMT's recommendation for loans that equal or exceed \$25,000 in value.
- 4) After authorization for a loan is granted, an agreement setting forth the conditions of the loan shall be created. It will include details of the terms of the loan related to shipping, insurance, care, and the treatment of abandoned property.
- 5) Material on loan to the Ohio Historical Society will be given the same quality of handling, environmental control, insurance, and security as material in the permanent collection. Special care will be provided to materials when requested by the lender and approved in the loan agreement.
- 6) The Registrar's Office will provide condition reports and condition photographs of the material upon receipt and prior to return.
- 7) All artifacts accepted for loan must have a value established by the lender.
- 8) The Ohio Historical Society will insure loans wall-to-wall under the terms of its fine arts policy, for the amount indicated on the loan agreement.
- 9) The Ohio Historical Society does not accept or store borrowed objects that are not needed for current exhibition, education, or research, unless written permission to do so is obtained from the Board of Trustees.

C. Unclaimed Loans

In the case of **unclaimed loans**, the Society will apply Ohio Revised Code 3385.01-.10, commonly referred to as the Ohio museum property law, to any loan that is unclaimed for at least seven years. In accordance with section 3385.07, any undocumented and unsolicited material received after March 14, 2003 is presumed to be an unrestricted gift with all rights of ownership bestowed to the Society.

X. DEACCESSION

Deaccessioning and the process of deaccessioning are designed to keep the collections focused on the Society's mission. "OHS must maintain the ability to improve its collection through selective acquisition and deaccession. In general, items in the collection should be kept if they retain their physical integrity, authenticity, research value, and usefulness for OHS purposes."⁴ The Society is conscious of its responsibilities to donors and the public, and staff will follow rigorous procedures in selecting objects for deaccessioning.

Recommendations for deaccession will only occur when material:

- 1) is no longer useful to the purpose and activities of the Society;
- 2) does not address any of the Society's collecting themes;
- 3) has deteriorated beyond its usefulness;
- 4) can no longer be preserved;
- 5) is duplicated in the permanent collections by a better or more representative example of the same type or class; or
- 6) would be more accessible to the public or community at a peer institution.

The Society's staff will ascertain and document that:

- 1) the material has been in the Society's permanent collection for two years and
- 2) the Society holds clear and unrestricted title to the material, or
- 3) in cases of material without documentation, the Society will presume ownership after a good-faith effort to locate relevant documentation and ninety (90) days of physical custody per Ohio's museum property law, Ohio Revised Code 3385.01-.10.

The Board of Trustees delegates and assigns authority to deaccession collections in the following manner:

- 1) All deaccession recommendations will be referred to the Collections Management Team for its recommendation.
- 2) For deaccession of historical materials that have no market value, the Director of Collections Services will approve or decline the CMT's recommendation.
- 3) For deaccessions of historical materials that do not exceed \$25,000 in value, the Chief Executive Officer, after considering the CMT's recommendation and that of the Director of Collections Services, will make the decision.
- 4) For deaccessions of historical materials that equal or exceed \$25,000 in value and historic properties, the Executive Director, after considering the CMT's recommendation, will send it to the Board of Trustees, which will decide the matter.

⁴ From the *OHS Code of Ethics*. Adopted by OHS Board of Trustees, June 2007.

XI. DISPOSAL

In making disposal decisions, the Society should consider selling, giving, or exchanging collections with another museum, library, or historical society prior to public auction.

Methods of disposal approved by the Society's Board of Trustees include:

- 1) transfer or exchange to a peer museum, library or historical society;
- 2) transfer to the Society's Education collection;
- 3) return to donor/heir;
- 4) repatriation in accordance with NAGPRA policies;
- 5) public auction; or
- 6) destruction.

The Board of Trustees recognizes the sensitive nature of the disposal process and directs that procedures be in place to govern the disposition of material.

Such procedures shall be based on the following general principles:

- 1) The method of disposal shall be recommended by the Collections Management Team on an individual basis for each deaccession.
- 2) A complete deaccession record shall be kept in the Registrar's Office for all recommended items. The record shall contain the item or collection identification number, a description of the material, the reason for deaccession, donor information, procedure followed to locate donor/heir (if applicable), final disposition of material and record of approval status.
- 3) Developing an estimate of the fair market value of an artifact or collection is the responsibility of the appropriate curator and the Collections Management Team. Estimates will rely on staff knowledge, market comparison, and, when estimated value exceeds \$25,000, referrals to external expertise. Estimates, including a written justification of the findings, shall be filed with the deaccession record.
- 4) Insofar as practical, any restrictions that accompanied an item at the time of its acquisition shall be honored. In the event of a question concerning intent or force of the restrictions, the staff shall seek legal counsel.
- 5) The integrity of topical collections that have been accessioned as a unit shall be maintained, insofar as practical.
- 6) No staff member, trustee, volunteer, or agent of a staff member, trustee, or volunteer shall acquire items deaccessioned from the Society's collections.
- 7) The Society shall receive fair market value for items that are sold. All proceeds from the sale of deaccessioned material shall be added to funds designated for the acquisition of museum, archival, and library collections.
- 8) Staff will inform prospective recipients of all known physical hazards inherent to the material, such as arsenic, asbestos, or other physical dangers.

XII. GLOSSARY

Accession	The formal process of accepting an object or collection of records into the custody of the Ohio Historical Society to be held in the public trust and administered according to the Society's collections management policy.
Appraisal	1.) The process of evaluating records to determine which are to be retained in the permanent collection as evidence of enduring historical value. 2.) The monetary value of an object or collection.
Arrangement	The intellectual and physical process of putting records into order in accordance with archival principles, particularly those of provenance and original order. During this step, duplicate material and non-record materials are removed from the series or collection. Also known as processing.
Cataloging	The process of recording information specific to an object, record or collection. The catalog record establishes the identity and significance of the material and provides intellectual and physical access to staff and the public. The Society's catalog records are created and accessed via the online collection catalog (OCC) and may link to image files, finding aids (inventories) and additional information.
Collections	Objects, government records, personal papers, printed material, etc. that the Society holds in trust for the people of Ohio. Items are considered part of the Society's collections once they are formally accessioned.
Collections Management Team (CMT)	The team of staff from collections, education, museums, communications and institutional advancement that has decision-making authority for the collection management activities of the Society, unless specified otherwise in this policy.
Collections Plan	A plan that guides the content of the collections and leads staff in a coordinated and uniform direction over time to refine and expand the value of the collections in a predetermined way.
Collections Management Policy	A written document, accepted by the governing body, that specifies that museum's policies concerning all collections-related issues including accessioning, documentation, storage, and disposition.
Continuing Historical Value	The enduring usefulness or significance of records or objects. Factors considered in the determination of continuing historical value include the subject matter of the record and its usefulness to historians, researchers, genealogists and future generations.
Custody	The responsibility for the care and preservation of objects, records and collections.
Deaccession	The formal process of removing records or objects from the custody of the Ohio Historical Society.
Deed of Gift	A contract that transfers ownership of an object or collection from a donor to an institution. It should include all conditions of the gift.
Disposal	Process through which deaccessioned material is permanently removed from the Society's ownership or is placed in a non-accessioned collection.
Loan	A temporary transfer of possession of collection items for an agreed purpose and on the condition that the collection items are returned at a specified time. Loans do not result in a change of ownership.
Non-record	Information (textual, nontextual and electronic) created, received or accumulated by a government agency, private organization or person in the course of business

but that does not provide evidence of a function or activity of the agency, organization nor person.

Printed Material	Published material including books, periodicals, and pamphlets.
Processing	Arranging records into intellectual and physical order in accordance with archival principles, particularly those of provenance and original order. During this step, duplicate material and non-record materials are removed from the series or collection. Also known as arrangement.
Processing Discards	Records or material received but determined during processing not to have continuing historical value, such as duplicate records, file folders, envelopes, and binders.
Provenance	The chain of custody that reflects the offices(s) or person(s) that created, received or accumulated and used the records in the conduct of business or in the course of personal life.
Reappraisal	The process of reviewing accessioned record series to reassess their continuing historical value.
Record	Information (textual, nontextual and electronic) created or received by a government agency, private organization, or person in the course of business that documents a function or activity of the agency, private organization or person.
Series	Records having the same provenance, i.e. from the same originating office or person, that belong together because they are part of a discernable filing system, they result from the same activity, or are of similar formats and relate to a particular function.
Unclaimed Loan	An expired loan whose lender cannot be easily found. Also known as an old loan.

Attachment C

From: Doug McDonald [doug@cincymuseum.org]**Sent:** Monday, August 30, 2010 6:15 AM**To:** Home - Senator Seitz; Senator Seitz**Cc:** SDennison@cincymuseum.org**Subject:** Comments by Doug McDonald - Resent without attachment in case the 6MG file is blocked.

Bill:

Good morning. I want to thank you and the commission for your efforts in conducting this history review. After reviewing this document, we would respectfully submit the following for consideration. They are not major items but perhaps clarify some issues and give more specific recognition to other items which are important to us. I have also incorporated these into the attached PDF as comments.

Doug

So, specifics are:

- 1) Insertion 1, recommendation #16
 - a. "This support should be based on a collaborative funding model that creates an environment for all parties that is mutually beneficial, where all parties know, at the outset, the results of their efforts. New general revenue lines should be created to establish this collaborative approach, whereby the details of this collaborative model will be presented to the General Assembly in November 2010, as agreed to in the 8/17/10 hearing minutes."
- 2) Insertion 2
 - a. Insert copy like: "Across Ohio there are unique history organizations whose operations complement each other. It's through their collaboration that this Commission believes success, across the state, can be achieved. Although many of the recommendations of this report center around the Ohio Historical Societies functions, there is unequivocal recognition of the importance of Cincinnati Museum Center, Western Reserve Historical Society as well as the myriad of other historical societies throughout Ohio. Without these important resources Ohio's great history would not be preserved to its current extent."
- 3) Page 7, 2nd paragraph, strike "OHS" in two places, insert "Ohio's history" instead. This is more accurate, and represents all the monies that come from the State to Ohio's history organizations.
- 4) Reorganize the numbering sequence in the "other items discussed" section to be in the same tone from the above section(s):
 - a. Revenue enhancements
 - b. Non-revenue statutory changes
 - c. Other
 - d. RECOMMENDATION: move item 6 up to the other revenue enhancements. I think all others follow the above trend.
- 5) At the July 27th hearing an informal vote was taken on Cloud Computing, and it is our understanding that the Commission approved this item.
- 6) Revise the language on "other items discussed" item 6 (funding model) to the following that specifically outlines "funding model 2":
 - a. "Cincinnati Museum Center and Western Reserve Historical Society have jointly proposed a model that would fund all of Ohio's history organizations, with the goal of increasing funds for the Ohio Historical Society to 2008 levels as quickly as possible. This funding model would create two new general revenue fund lines (for Cincinnati Museum Center and Western Reserve Historical Society) and redefine the 508 line to a Grant Program line for smaller history organizations across Ohio. This model's aim is to create a funding structure whereby all parties jointly work for increases to the overall budget for Ohio history, and where each organization understands from the outset the process and mechanisms for funding. By balancing the interests of all, collaboration can occur at the most basic of levels."
- 7) The Footprint of Ohio's History proposal is not included in the report (made by WRHS) and we believe that this was approved on the July 27th hearing.
- 8) Insertion 3 in the survey appendix:

The Western Reserve Historical Society (WRHS) is the largest and oldest historical organization in the region, founded as a branch of the public library by Clevelanders committed to preserving and sharing the rich history of Northeast Ohio. Today, WRHS is a nonprofit educational institution that preserves and uses its collections, historic sites, and museums to inspire people to explore the history and culture of Northeast Ohio and place that regional experience within the larger context of state, national, and global history.

Since its founding in 1867, the Society has sought to make history come to life, to enrich the present and the future. WRHS raises the visibility of the Society by offering our constituencies educational opportunities that meet their needs. We are driven by the interests of our communities. Our collections and staff offer information to the public on some of the most important and timely issues facing modern American society: ***Who am I and what is my place within this diverse United States? How will the economy retool itself in the 21st century allowing the American dream to continue for the coming generations?***

Today, WRHS owns and operated its University Circle Campus, comprised of its History Museum, which includes the Halle Costume Wing; the Crawford Auto Aviation Museum; and the Library/Archives & Genealogy Center. It also owns and operated Hale Farm & Village, a 90-acre living history museum located in Bath, OH, in the heart of the Cuyahoga Valley National Park, as well as two historic properties—Shandy Hall in Geneva, OH, Astabula County, and Loghurst in Canfield, OH, Mahoning County. It also has a major storage/preservation facility in Macedonia, OH, Summit County.

The Society, through the use of its collections in the areas of family history, community history, entrepreneurship, and technological innovation, provides the public with a much-needed sense of place in today's mobile society and a base for learning about invention and ingenuity that can be transferred into economic expansion. Each document and artifact (including our biggest artifacts—our historic properties) helps WRHS tell stories that personally engage individuals, young and old. The Society is committed to infusing its educational offerings with hands-on and technologically-savvy learning methodologies. It designs its outreach programs to incorporate the audio-visual nature of learning today and to meet the needs for interactive and life-long learning experiences. Staff, board, and volunteers strive to help its audiences achieve the Western Reserve Historical Society tagline—History...take it personally!

Now open, explore five centuries of African American history in America I AM: The African American Imprint. See the innovation, the creativity and sacrifice, and walk away inspired. In the OMNIMAX Theater you can go from Earth to sky with our two newest films, Mysteries of the Great Lakes and Legends of Flight.



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Cleveland, OH 44106
Phone: 216.721.5722
www.wrhs.org

Attachment D

MEMORANDUM

Date: July 26, 2010

To: Members of the Ohio Legislative Commission on the
Education & Preservation of State History

cc: Burt Logan, President/CEO, Ohio Historical Society
Doug MacDonald, President/CEO, Cincinnati Museum Center

From: Gainor Davis, Ph.D., President/CEO, Western Reserve Historical Society *GD*

Subject: The Importance of History to Ohio Residents & Visitors

On behalf of the Western Reserve Historical Society (WRHS), I would like to commend the Legislative Commission for creating a mechanism to discuss and determine how to strategically improve the preservation of our State's unique and rich heritage and to make it accessible to the greatest number of Ohioans as well as visitors.

Introduction

As the smallest of the three organizations involved in this process, the Western Reserve Historical Society believes that it still has a vital role to play in disseminating history to the public in engaging and creative ways. Headquartered in University Circle, in the heart of Cleveland's cultural district, WRHS's mission is to collect, preserve, and interpret the history of the Connecticut Western Reserve, now considered Northeast Ohio (NEO). Based on the original footprint of the Western Reserve, WRHS's service area now consists of 13 counties and includes the cities of Cleveland, Akron, Canton, Lorain, Elyria, Medina, Ashtabula, Youngstown, and Warren. Northeast Ohio is home to approximately 4.5 million people, has a labor force of almost 2 million, and a gross regional product of more than \$134 billion. NEO is also part of the Great Lakes Megalopolis containing an estimated 54 million people, most of whom are within a 3-hour drive of a WRHS museum or historic site.

Since its founding in 1867, the Society has sought to make history come to life, to enrich the present and the future. WRHS raises the visibility of the Society by offering its constituencies educational opportunities that meet their needs. We are driven by the interests of our communities. The Society's collection strengths in the areas of family history, community history, entrepreneurship and technological innovation, and sustainability (natural and cultural landscape) issues allow it to provide the public with a much-needed sense of place in today's mobile society, a base for learning about invention and ingenuity that can be transferred into economic development, and insight into questions of land and energy use as well as urban planning. Each document and artifact helps WRHS tell stories that personally engage individuals, young and old. Staff, board, and volunteers strive to help WRHS audiences achieve the Society tagline—*History...take it personally!*

History...take it personally!



Why is history important?

The members of the Legislative Commission, just as those of us from the Cincinnati Museum Center, the Ohio Historical Society, and the Western Reserve Historical Society, believe that history is important and relevant. However, currently, formal training in history is the exception rather than the norm.

The Great American History Quiz, administered annually to students at some of the most prestigious college and universities in the US, indicates that the majority of the best and brightest of our young people, do not possess a basic knowledge of their country's history. Historian David McCullough, an outspoken advocate of historical literacy, believes that a knowledge of history is critically important, saying:

"Indifference to history isn't just ignorant; it's a form of ingratitude. And the scale of our ignorance seems especially shameful in the face of our unprecedented good fortune. ... I'm convinced that history encourages, as nothing else does, a sense of proportion about life, gives us a sense of how brief is our time on earth and thus how valuable that time is."

According to Peter Stearns, Ph.D., historian and Provost of George Mason University, the study of history is invaluable because it helps us "understand people and societies" and "understand change and how the society we live in came to be." Well-written or interpreted history—storytelling based on reality—also provides art, entertainment, drama, and a sense of excitement to our own lives. Knowledge of history provides identity, is essential for good citizenship, and provides essential skills needed in today's work environment—the ability to engage in critical thinking and problem solving.

Those of us who are interested in public history realize that we have an obligation to band together to promote history and civic education. History-based institutions comprise the largest number of the organizations within the non-profit cultural sector in the United States, and yet, a recent study by the Institute of Museum and Library Services (IMLS, 2008) noted that historical societies, history museums, and historic sites, of all non-profit cultural organizations, have, on average, the lowest median operating income. Many local historical societies, a high percentage of which were founded at the time of the American Bicentennial, are operated exclusively by an aging volunteer corps. Replacement "history buffs" need to be nurtured in order to secure the ongoing survival of these small but vital history "arks." Large and small repositories of historical information must act as partners, collaborating to raise the visibility of history and to ensure accessibility to "our collective memories." This must be an integrated, state-wide approach to elevating the importance of Ohio history.

Recommendations to the Legislative Commission

As we are all well aware, investment in history and civic education invokes the rule of the three "T"s—the need for outlays of time, talent, and treasure. Although there may be an abundance of the first two, in the current economic environment, the fiscal investment presents the greatest challenge. With the current monetary limitations in State resources, it behooves the Commission to:

- 1) Determine what is currently being done to preserve and promote Ohio history statewide;
- 2) Discover what needs to be done;
- 3) Prioritize those needs; and
- 4) Devote resources to the priorities that provide the greatest return on investment.

Based on this, WRHS is interested in collaborating with CMC and OHS on the following items that have been discussed during the tenure of the Commission:

I. Study of the Current & Potential Impact of History on Ohio's Economy:

Proposal submitted by WRHS. The performing and visual arts community in Ohio has been particularly active in proclaiming the importance of the arts to economic development—employment statistics, visitor per capita expenditures (hotel, retail sales, etc.), attendance numbers, etc. Historical organizations should use a similar model. According to recent surveys, nationally, 76% of vacationers make at least one visit of historic sites or engage in history-related activities. Historical organizations need to know statistics associated with the “who, what, when, why, and where” of the history traveler. The information derived from this data will allow for maximum investment in targeted programming, marketing, and sales to ensure return as well as to capture new visitation. Through this process, this “History Coalition” will be able to provide legislators as well as potential funders with the statistics necessary not only to see the overall impact of history on the state economy but also to formulate case statements for investment in initiatives that provide expanded or “desired” historical services and create increased income for both the organizations and their communities.

II. State-Wide Discussion on the Relevance of Ohio History

Proposal submitted by WRHS. OHS/CMC/WRHS propose to coordinate a state-wide discussion on how historical agencies can better serve the cause of history and civic education in Ohio. The end product will be a report to the Legislative Committee, recommending certain steps designed to combat historical illiteracy throughout the state. Donors to the discussion will include myriad stakeholders—historical societies, historic sites, and museums (paid as well as volunteer staff); public historians; social studies teachers; archivists; archaeologists; librarians; genealogical societies; heritage groups (DAR, SAR, etc.); historic preservation groups; and representatives from academia. The final outcome would be a report setting forth those priorities areas for state-wide collaboration and investment in history and civic education. Projects might include the development of curriculum-based educational tools for the teaching of Ohio history in the schools, based on the strengths of the collections of various historical agencies and institutions, or the creation of state-wide “Old Home Days” or “History Expo” initiatives or the establishment of various “history trails” (On the Trail of Ohio Inventors; On the Trail of Ohio Immigrants; On the Trail of Ohio's First Settlers). The format for these activities could be in print or online.

Following are ideas that may be identified by this larger in a more inclusive discussion, but have surfaced and have been endorsed by OHS/CMC/WRHS through the Commission's discussion.

I. Integration of National History Day into State of Ohio Curriculum

Proposal submitted by OHS. WRHS participates in the National History Day Program (NHD) by coordinating the District 3 competition for OHS, who oversees the State contest. Entrants in the District 3 contest have been extremely successful at the state level; 23 of the 33 winner at the state competition came from District 3. Over 550 children participated in the 2010 District 3 contest, representing grades 7-12. Projects can be in the form of papers, exhibits, performances, documentary films, and website production. NHD allows students to interpret broad historical themes by producing creative projects that reflect their own unique

interests and aids them in the development of research, problem-solving, and critical-thinking skills. WRHS fully endorses the making NHD part of the state curriculum portfolio.

II. History in the Clouds Computing

Proposal submitted by CMC. Engaging people in history has changed significantly. In addition to the traditional avenues such as publications, exhibits, and programming, people access history via electronic sources. Therefore, historical organizations are now looking for ways to allow potential users to seek information online. Currently, Ohio's historical information is not universally accessible through one medium. This project intends not only to link but also to integrate information on Ohio's vast collections of library and archival materials (letters, diaries, photographs) and its massive caches of three-dimensional objects. For example, if a researcher wished to know where all the Ohio Civil War battle flags could be found, he/she could access this data base and develop a state-wide holdings list. Suggestions were also made as to how Ohiolink might be used in this process. The implementation of this project should also offer back office economies.

III. Current Collaborations

There are two other areas where WRHS has been actively involved in collaborations with OHS; both are long-term projects—digitization of collections and the 150th Anniversary of the Civil War. As a first step in enhancing digitization of collections, WRHS worked with OHS to submit a proposal in July 2010 to the National Endowment for the Humanities for digitization of Civil War photographic collections. In addition, the Western Reserve Historical Society is a member of the OHS State Susquetennial Civil War Commission. WRHS has also worked with CMC on a digitization project designed to give the public greater access to underutilized collections.

Funding Models

Increased funding for Ohio history is, of course, on everyone's wish list. WRHS has been engaged, over the past three and one-half years in tailoring its expenses to its income. WRHS knows that it cannot be all things to all people, that it must focus its mission to best serve the constituencies that it deems most important—school children, families with children, and senior citizens.

As mentioned earlier, WRHS is the smallest of the three organizations with a 2010 budget of \$3.66 million. WRHS completed FY2010 (ended June 30, 2010) with a small surplus, the first time in almost a decade. It did not borrow against lines-of-credit during the fiscal year and reduced its outstanding debt to \$1.1 million (cf. FY2007 debt, \$5.7 million). Over the past 10 years, WRHS has experienced an erratic pattern of earmark support from the State of Ohio via Line 508 in the OHS budget—falling from a high of \$800,000 to \$0, with another fall from \$350,000 to \$0 over the past 3 years. In FY2010, WRHS received unexpected and unbudgeted funding from OHS in the amount of \$134,000, funds which it earmarked for investments in technology upgrades and capital projects.

It behooves WRHS, especially in the current climate, to continue to budget without the expectation of operating funds from the State of Ohio. However, if the Society could expect monies annually via the State, either through OHS or through its own appropriation from the State, WRHS would not reject the support and would consider it enrichment or venture funding for new educational or revenue enhancing initiatives as well as unexpected capital needs.

With additional funding, WRHS could better serve the more than 2.1 million residents of the Greater Cleveland area through increased access to its onsite, offsite, and online resources. WRHS believes that it is a major contributor to preserving the State's history and strives to appropriately care for and display its extensive archival and artifactual collections. Currently, it does not have the staffing needed to process, catalogue, and produce finding aids for such important community history collections such as its African American archives, which it founded in the late 1960s, well in advance of most historical organizations in the country. At one point, WRHS had 17 educators on staff to deal with school groups onsite and in the classroom. Currently, it has 7 educators; fewer educators means less ability to serve Northeast Ohio's school children.

Additional funding would allow for the enhancement of the Society's educational offerings—online inter-active materials, long-distance learning opportunities, and in-classroom experiences. This would be especially helpful in the current era of reduced funding for school field-trips, which has curtailed onsite visits and reduced income. This funding could also be used to either reduce general admissions fees or completely eliminate them, and encourage greater attendance from underserved rural and urban populations in Northeast Ohio. In fact, an annual tax check off measure for WRHS, based on population, would undoubtedly cover general admissions income and allow for the implementation of free general admission to University Circle.

Funds could also be used to invest in statewide collaborations—marketing, internship programs, traveling exhibits, and digitization of important thematic collections (ex: Civil War photographs in preparation for events such as the 150th Anniversary of the war). Licensing and product development of history products for statewide retail as well as mass purchasing of equipment and services (computers and archival storage materials; training on software such as Raisersedge) could also serve to enhance revenues and cut costs.

WRHS is also in favor of OHS using state funding to create a Grants Program to support the needs of smaller historical agencies. The State of Vermont funded a Cultural Facilities Grants Program, designed to funnel monies into smaller cultural organizations statewide. A competitive process, the program offered grants that underwrote projects ranging from the construction of ADA accessible bathrooms and ramps for cultural facilities to preservation of buildings to the installation of exhibition lighting, exhibits, HVAC systems, and UVA sleeves for windows. This type of funding for Ohio's historical organizations would be extremely effective, especially for organizations where a grant of \$1,000, \$5,000, or more can have a major impact on operations and public accessibility with minimal investment.

Observations

Ohio's history is unique. Ohio has contributed greatly to the success of the United States through the activities of its citizens—whether as politicians, entrepreneurs, inventors, philanthropists, craftsmen, artists, architects, reformers, and soldiers. At the heart of preserving and documenting the activities and accomplishments of these Ohioans are its historical societies, history museums, historic sites, preservationists, heritage groups, genealogists, archaeologists, and historians (academic or public).

It is WRHS's belief that WRHS, CMC, and OHS, who have the greatest resources for helping preserve and make history accessible to the public, should be financial stable. If our collections are not cared for properly with the appropriate numbers of adequately trained staff, we stand to lose great portions of the state's collective memory. Only if we are financially secure will OHS, CMC, and WRHS then be in a position to forge strong relationships and enhance the capacity of smaller history-related institutions (particularly local historical societies) thus enabling them to do their part to collect, preserve, and interpret state, regional, and local history for Ohioans now and in the future. If our

staff are not available to consult with smaller volunteer organizations on myriad issues relating to historic preservation, conservation, collection management, development of educational products (curriculum-based materials, exhibits, publications), marketing, and fundraising, those smaller entities lose professional museum expertise essential to their continued existence.

In closing, WRHS believes that all three of the major historical organizations in Ohio deserve the support of our state legislature in order to stabilize and enhance our services to the public. It must be our job to convince the Legislature and the people of Ohio that we are, as purveyors of its history and advocates for civic education, as vital to the survival and the prosperity of Ohio as the other venues on which it expends state funds. We provide the context, which, in turn, engenders civic pride in Ohioans and creates an informed citizenry who will support and create new opportunities for the Buckeye State.



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□□□□□E-mail: director@woodcountyhistory.org
www.woodcountyhistory.org
Bowling Green, Ohio 43402-9563
Phone: (419) 352-0967

Attachment E

TO: Senator Bill Seitz, Chair
Legislative Commission on the Preservation and
Education of State History

FROM: Christie Weininger, Director
Wood County Historical Center

RE: Commission's Draft Report

Tuesday, August 31, 2010

MESSAGE:

I've had a chance to review the draft report that was sent out on Friday afternoon and have a few comments.

- 1) I think we should add language to the items in Appendix I, to explain why they were not included in the final report. For example, Item 1 on page 8, the use of local impact fees to provide a state match to fund the OHPO. The committee voted to include this in the final recommendations, as reflected in the minutes of the July 27, 2010 meeting. I'm wondering why they appear, then, in this section. The July 27th minutes also stated that the LSC should investigate whether historic preservation was a permissible use of impact fees. Was it determined that impact fees could not be used for this purpose? If so, and that's why this issue was not listed in the main body of the report, I think that should be clarified.
- 2) Item 2 on page 8, Representative Chandler's funding proposal, received an even split on the vote which I think should be mentioned. Also, Representative Okey has made a new proposal, that relates to Representative Chandler's idea. Perhaps this merits further discussion at our Monday hearing.
- 3) I would like to see Item 5, page 8, which refers to connecting collections databases, restated and moved to the main body of the report. I don't think we actually voted on this concept and didn't see a vote listed in the minutes from any of our meetings. While I don't believe the committee has enough information to endorse a specific plan, I support the idea of developing a system that would make all of Ohio's collections databases accessible to the public. Based on our discussion, the commission seemed to support the concept. I would like to see a task force, as similarly recommended under Item 7, page 4, established to make recommendations for such a project.
- 4) Item 16 on page 5 listed under "Other Recommendations," refers to support for viable institutions that partner with OHS, CMC and WRHS. It seems a bit vague to me. I think the spirit expressed in Items 14 and 16 on page 5 could be combined into one statement, such as "OHS, CMC, WRHS and OAHSM should provide mutual support to each other for the purpose of increasing our citizens' awareness of state history by capitalizing on existing history networks, providing mutual

support and access to resources, and prioritizing opportunities for state-wide collaboration and investment in history and civic education.”

Thanks for noting the upcoming name change of OAHSM in the report. It is wonderful to see these important ideas down in black and white and exciting to be working out the final points. I've enjoyed being part of the commission and appreciate the leadership you've provided the committee. There's been good work done here!

Thank you,

Christie Weininger

Appendix V

State mandates on the Ohio Historical Society



OHIO HISTORICAL SOCIETY

Ohio Revised Code Mandated Functions

Sections of the Ohio Revised Code specify the following public functions to be performed by the Ohio Historical Society:

- (1) Operating a **system of state memorials (historic sites and museums)**; (Ohio Revised Code 149.30)
- (2) Protecting, or restoring structures, earthworks, and monuments; (Ohio Revised Code 149.30)
- (3) Serving as the **state archives**; (Ohio Revised Code 149.30 and 149.31 - 149.43)
- (4) Administering a **state historical museum**, to be the headquarters of the society and its principal museum and **library**; (Ohio Revised Code 149.30)
- (5) Establishing a marking system to identify **historic and archaeological sites**; (Ohio Revised Code 149.30)
- (6) **Publishing books, pamphlets, periodicals**, and other publications about history, archaeology, and natural science and supplying one copy of each regular periodical issue to all public libraries; (Ohio Revised Code 149.30)
- (7) Engaging in **research in history, archaeology, and natural science** and providing historical information upon request to all state agencies; (Ohio Revised Code 149.30)
- (8) **Collecting, preserving, and making available** by all appropriate means and under approved safeguards manuscript, print, or near-print library collections and all historical objects, specimens, and artifacts; (Ohio Revised Code 149.30)
- (9) Encouraging and promoting the organization and development of **county and local historical societies**; (Ohio Revised Code 149.30)
- (10) Providing Ohio schools with materials to **facilitate the instruction of Ohio history**; (Ohio Revised Code 149.30)

- (11) Providing **advisory and technical assistance to local societies** for the preservation and restoration of historic and archaeological sites; (Ohio Revised Code 149.30)
- (12) Devising **uniform criteria for the designation of historic and archaeological sites**; (Ohio Revised Code 149.30)
- (13) **Taking inventory and maintaining an active registry of significant designated and undesignated state and local archaeological sites**; (Ohio Revised Code 149.30)
- (14) Contracting with the owners or persons having an interest in designated historic or archaeological sites or property adjacent or contiguous to those sites, to **restore or preserve the historical or archaeological significance or educational value** of designated historic or archaeological sites; (Ohio Revised Code 149.30)
- (15) Maintaining a **state registry of archaeological landmarks** of significance; (Ohio Revised Code 149.51)
- (16) **Preserving archaeological and historic sites through survey and salvage work** relating to public improvements on state lands in cooperation with state agencies and political subdivisions; (Ohio Revised Code 149.53)
- (17) **Establishing a program to locate, identify and evaluate abandoned historical property and other resources in Lake Erie**, as well as approving certain rules and permits allowing for the recovery, alteration, salvage or destruction of abandoned historical property associated with submerged watercraft or aircraft; (Ohio Revised Code 1506.31 – 1506.33)
- (18) Preserving significant archaeological sites by accepting articles of dedication that **establish preserves**; (Ohio Revised Code 149.52)
- (19) Constructing a **monument honoring Governor James A. Rhodes**; (Ohio Revised Code 149.30)
- (20) Commissioning a **portrait of each departing governor**, which shall be displayed in the capitol building; (Ohio Revised Code 149.30)
- (21) Submitting an **annual report** of its activities, programs, and operations to the governor within two months after the close of each fiscal year of the state; (Ohio Revised Code 149.30)
- (22) Establish an **Ohio Historic Site Preservation Advisory Board** to assist the Society in site preservation and encourage designation of suitable sites on the National Register; (Ohio Revised Code 149.301)
- (23) Establish and operate the **National Museum of Afro-American History and Culture** in Wilberforce and create **Planning Council** to advise the Society in the performance of its duties at this site; (Ohio Revised Code 149.302 and 149.303)

- (24) Maintain inventory of **historic homesteads** consisting of properties in the possession of a family for one hundred years or more; (Ohio Revised Code 149.304)
- (25) House the **African-American Hall of Fame** at the Ohio Historical Center in Columbus; (Ohio Revised Code 149.305)
- (26) Encourage and promote the celebration of "**Ohio Statehood Day**" annually on March 1; (Ohio Revised Code 5.22.4)
- (27) Facilitate and review **state historic rehabilitation tax credit projects**. (Sub. House Bill 149, signed into law on Jan. 2, 2007)

Note: Additionally, the Ohio Revised Code specifies that the Ohio Historical Society be represented on several state boards and commissions, including the Capitol Square Review & Advisory Board, the Governor's Residence Advisory Commission, the African-American Hall of Fame and the Muskingham River Advisory Council.

Appendix VI

Ohio Historical Society budget trends

Ohio Historical Society
Funding Sources
FY05 through FY10

	FY05	FY06	FY07	FY08	FY09	FY10
State:						
GRF *	\$ 12,544,804	\$ 12,738,383	\$ 12,738,386	\$ 13,069,866	\$ 11,607,426	\$ 7,274,750
Capital **	1,982,862	2,958,357	2,881,079	1,982,049	3,056,434	4,679,104
sub-total	<u>14,527,666</u>	<u>15,696,740</u>	<u>15,619,465</u>	<u>15,051,915</u>	<u>14,663,860</u>	<u>11,953,854</u>
Non-State:						
Support/Contrib	3,129,596	3,475,171	3,802,879	3,628,512	3,987,505	5,000,470
Earned Revenue ***	2,310,615	2,927,006	3,297,987	3,364,783	3,149,116	2,737,040
sub-total	<u>5,440,211</u>	<u>6,402,177</u>	<u>7,100,866</u>	<u>6,993,295</u>	<u>7,136,621</u>	<u>7,737,510</u>
Total	<u>\$ 19,967,877</u>	<u>\$ 22,098,917</u>	<u>\$ 22,720,331</u>	<u>\$ 22,045,210</u>	<u>\$ 21,800,481</u>	<u>\$ 19,691,364</u>

* Does not include GRF funds from lines 506 and 508. These funds are typically passed-through to other organizations and not included in OHS financial statements.

** Reflects actual/anticipated usage of Capital funds. Actual Capital Appropriations to OHS are \$4.0M (FY05-06), \$6.9M (FY07-08), and \$6.3M (FY09-10).

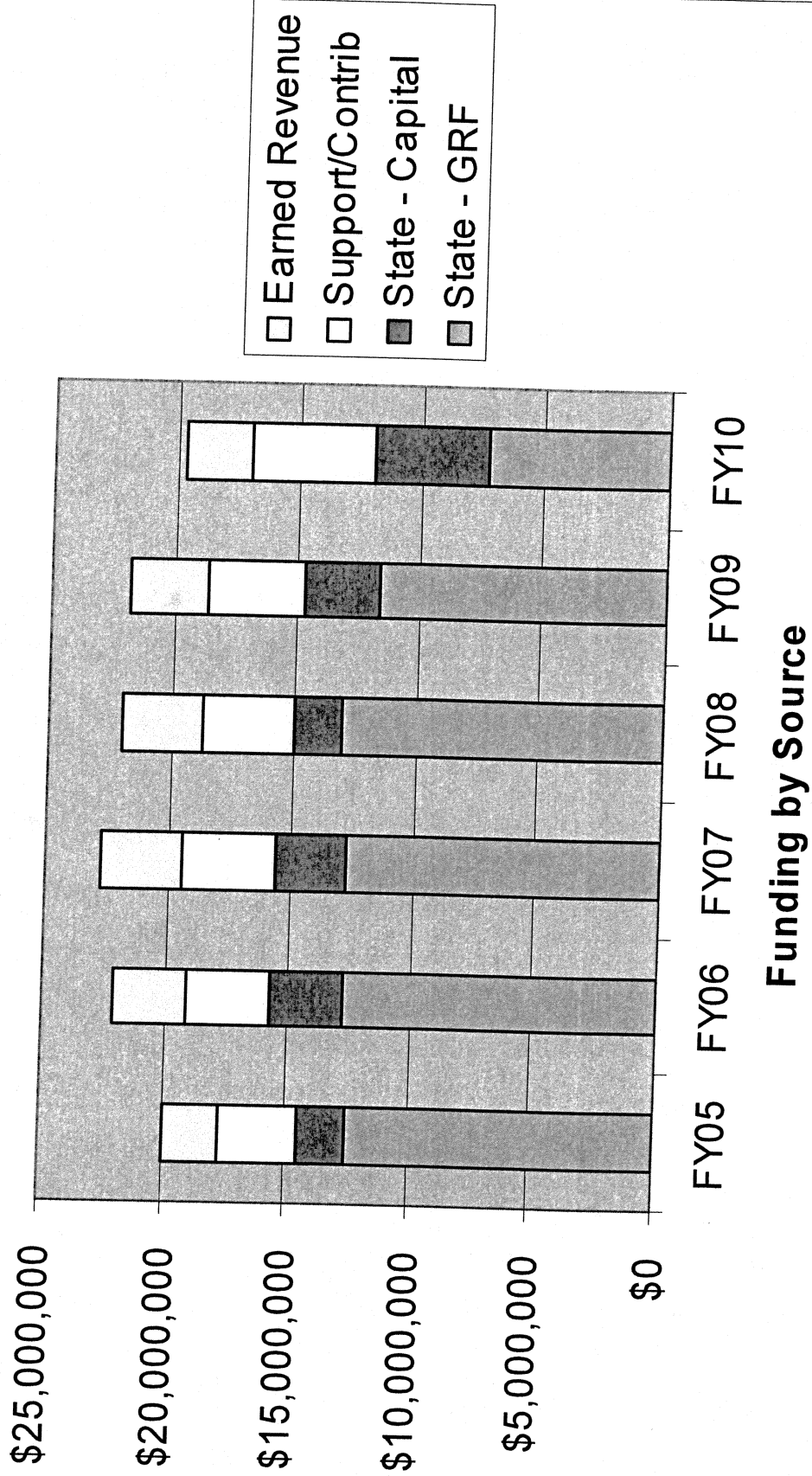
*** Includes \$700K in FY10 for funds earned/retained at locally managed OHS sites. Prior to FY10, these funds went through OHS.

Ohio Historical Society
Financial Highlights
FY05 through FY10

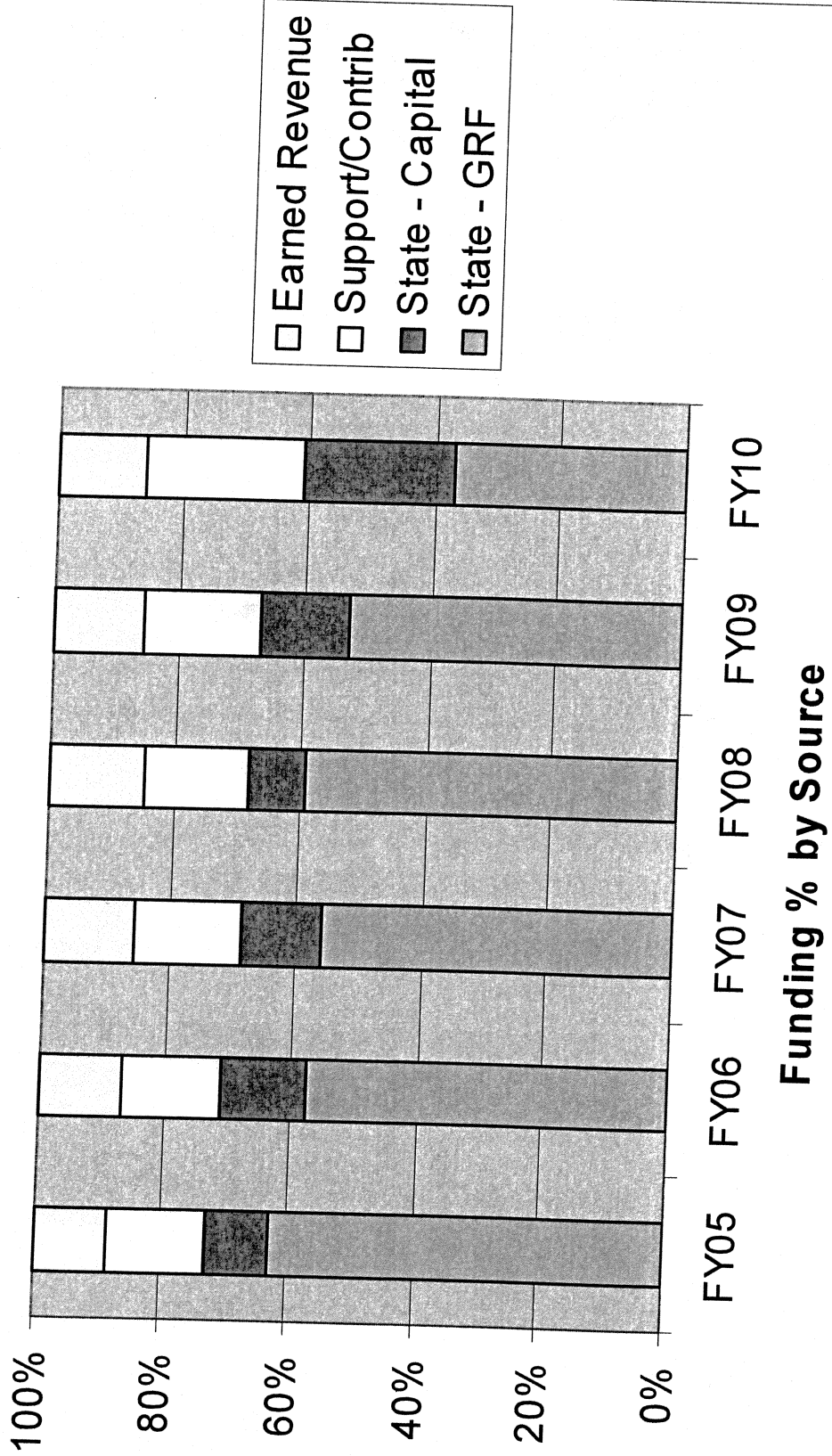
Since FY05:

Description	Change	Comments
Consumer Price Index (CPI)	Increased by 14%	Reflects change in CPI from June 2004 to November 2009
State General Revenue Funds (GRF)	Decreased by 42%	In FY05, GRF made up 62% of OHS annual funding. In FY10, GRF makes up only 37%.
State Capital Funds	Appropriation increased by 57%; Usage increased by 136%	In FY05, usage of Capital funds from the State made up 10% of OHS annual funding. In FY10, usage of Capital funds makes up 24%.
Total Funds from the State (GRF and Capital)	Decreased by 18%	In FY05, total funding from the State made up 72% of OHS annual funding. In FY10, it makes up 61%.
Support/Contributions	Increased by 60%	In FY05, Support/Contributions made up 16% of total annual funding. In FY10, it makes up 25%.
Earned Revenue	Increased by 18.5%	In FY05, Earned Revenue made up 12% of the total annual funding. In FY10, it makes up 14%
Total Non-State Funding	Increased by 42%	In FY05, Total Non-State Funding made up 28% of OHS annual funding. In FY10, it makes up 39%.

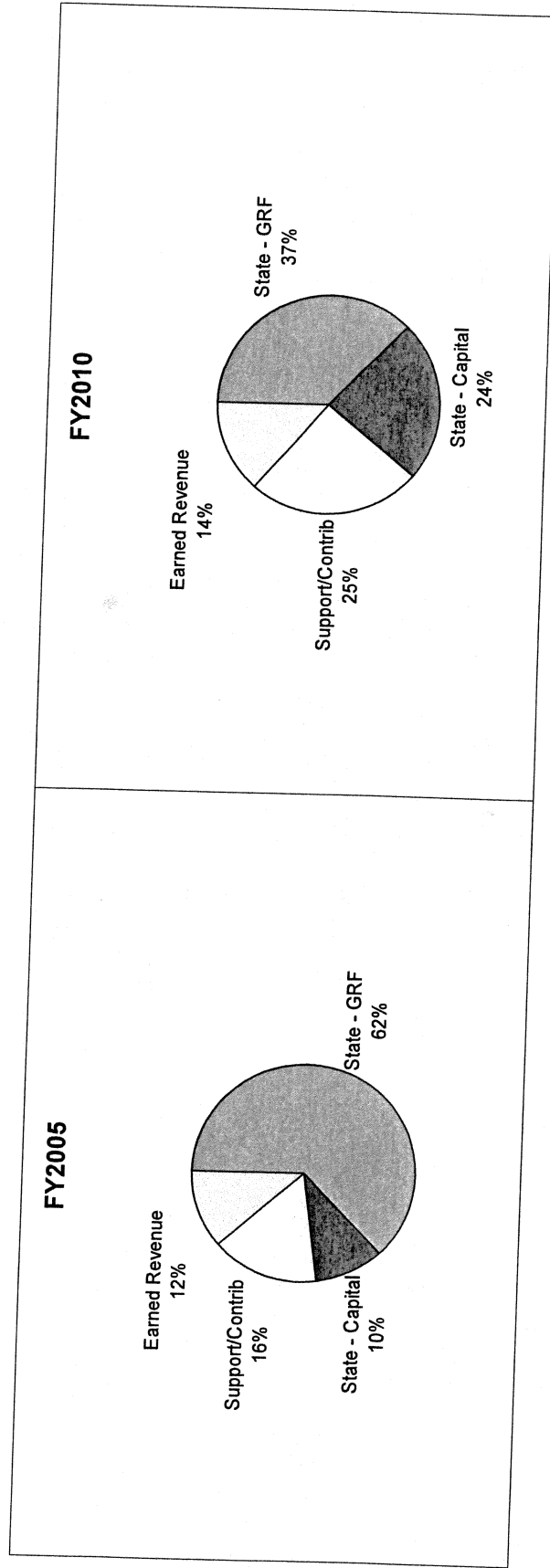
Ohio Historical Society



Ohio Historical Society



Ohio Historical Society FY05 vs. FY10 Funding



Appendix VII

Cloud computing proposal

HISTORY IN THE CLOUD

Cloud computing is an emerging platform. However fail to take advantage of enormous benefits if the adaption of cloud computing is merely moving current infrastructure of each institution to a cloud environment. In this scenario, it is a transfer of costs. One server on premises today merely becomes one server off premises tomorrow.

The opportunity is when Cincinnati Museum Center, Ohio Historical Society and Western Reserve Historical Society forgo three separate computers at each of their locations and jointly share one system in a cloud environment. (See attached illustrations.)

Here are some of the advantages of such system:

- Software purchases and upgrades are shared and thus cost per organization is reduced.
- Technological support of one system vs. three.
- Much improved backup and redundancy.
- Search demands from the World Wide Web do not create bandwidth demand at each organization.
- Organizational use can expand to other organizations. Small organizations in particular can benefit as follows:
 - With access via residential grade broadband capacity their collection can be processed.
 - Digital and scanned images can be uploaded.
 - The collections of smaller organizations are online, have backup protection and are accessible to others.
 - Important and valuable icons and documents in local communities are inventoried and known.
 - Could be done for little or preferably no cost to local communities.
 - Local communities see themselves as a part of statewide history.
- This configuration provides for a federated search of all Ohio history organizations. With a single, shared application, the need for bridging software, connecting data circuits is totally eliminated.
- A joint project like this would be attractive to national funders and offers a great value to Ohio.
- It is possible this project could expand to include all the libraries in Ohio. Wyoming has a system named GoWyld. <http://gowyld.net> This is a project of the Wyoming State Library and the WYLD Library Consortium.

- With the addition of geo-positioning GPS record information and GIS mapping, the public could access the website, input their location and receive a map of historic objects, sites or objects which originated at the site. Imagine school children with iPads wandering over a historic site accessing the collection management system and pulling images onto their screen.
- Geo-positioning has remarkable opportunities to connect photographs to sites and the system can create fields where the public can curate our collection adding information they have about photos or objects. (Not uploaded until vetted by curators.)

This approach could improve significantly the cost effectiveness and quality of collections management. Security concerns and segregation of registrar records is easily managed and the risk is significantly less than financial institutions have which all currently exists in a similar structure.

A board created for this purpose with the endeavor directly funded by the legislature would be a great benefit to the citizens of Ohio and would give significant financial relief with increased features to each organization using the system.

Douglass McDonald
Monday, April 12, 2010

WYLD is a collaborative effort to provide access to the collections and services of every Wyoming Library. WYLD CAT includes over 100 libraries, more than a million titles, and access to online resources.

The Wyoming Libraries' Database (WYLD) serves all of the public and academic libraries of the state: all 23 county libraries, 43 branch libraries, four school districts, seven community colleges, a number of special libraries, and the State Library - over 90 libraries in all. [members] It is managed and administered by the Wyoming State Library within the State Department of Administration and Information. WYLD helps all of these libraries and Wyoming citizens share resources by common access to the statewide database of over a million titles owned by Wyoming libraries.

The system allows citizens direct access to this statewide database and more through library computers or from home, school, or office. Those searching for information may use the

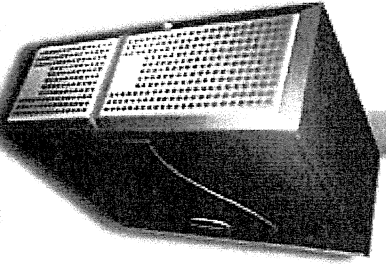
public access catalog to see resources in their own library, or they may alter their search to see what is available elsewhere in the state. They may also search indexes of thousands of periodicals which contain many full text, printable articles, browse a readers' advisory (fiction) tool, or research with an online encyclopedia. The system also connects users to the University of Wyoming's catalog which allows access to resources available on and off campus.

This cooperative system was expanded with special supplementary funding provided by the Wyoming Legislature during 1996, and ongoing support is provided through the federal program, L.S.T.A., ongoing state funding, and local support from counties, community colleges, and school districts. Such a shared computerized system takes advantage of costs savings over systems which might have been purchased by individual libraries, and much more efficiently enables the sharing of costly library materials.

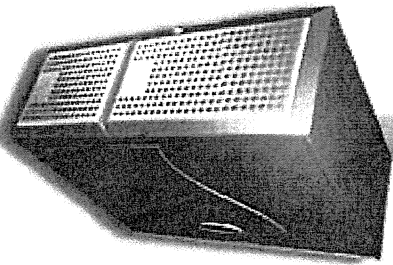


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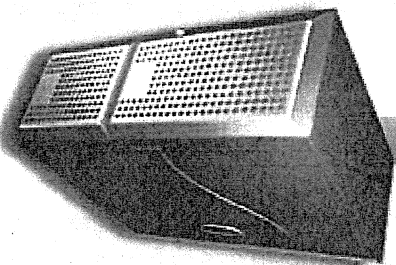
Current Data Base Environment



Database



Database



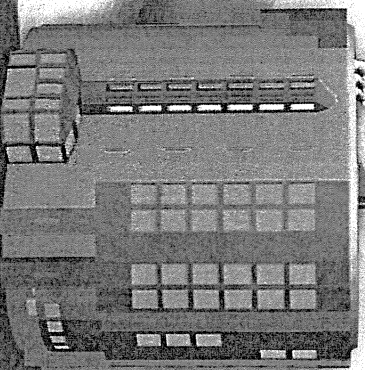
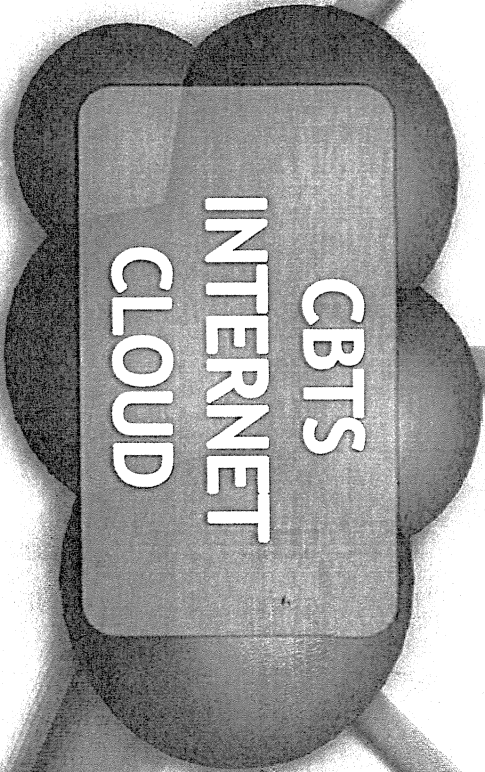
Database





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Shared Environment



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DATA CENTER