

DAH - HISTORIC ARKANSAS MUSEUM COMMISSION

Enabling Laws

Act 2019 of 2005.

A.C.A. § 13-7-301 et seq.

History and Organization

Agency Mission Statement

The mission of this historic site museum is to communicate the early history of Arkansas and its creative legacy through preserving, interpreting, and presenting stories and collections for the education and enjoyment of the people we serve.

Brief Discussion of Statutory Responsibilities and Primary Activities

The Arkansas General Assembly created the HAM Commission (then called the Arkansas Territorial Capital Restoration Commission) after an active public campaign led by pioneering preservationist Louise Loughborough. The HAM Foundation is a 501(c)3 non-profit membership organization supporting the mission of the museum. The Historic Arkansas Museum was created to establish a "history center, interesting to the inhabitants of the State and to tourists."

The museum's original site contains four major historic houses, including the oldest structure in the city, the Hinderliter House, built c. 1828, and the early print shop of the *Arkansas Gazette* newspaper. Over the years the museum's campus has expanded to include a full block and two half blocks in downtown Little Rock.

The scope of the museum's programs is defined by two major aspects of Arkansas history: the frontier period and the State's creative legacy from early days to the present. The functions involved in meeting the museum's mission involve research, education, exhibits and collections, development and maintenance. This museum has taken on the job of rediscovering the work of Arkansas's artists and artisans. The two volume book *Arkansas Made: A Survey of the Decorative, Mechanical and Fine Arts Produced in Arkansas, 1819-1870* (University of Arkansas Press) is a result of this continuing research project. The museum has created the State's best (and in some cases only) collection of its quilts, firearms, furniture, pottery, silver, paintings, etc. The museum is actively adding to the knowledge of Arkansas's impact on the international development of the bowie knife. The Museum Center opened in 2001, with an expanded Reception Center with galleries, theater and improved visitor amenities.

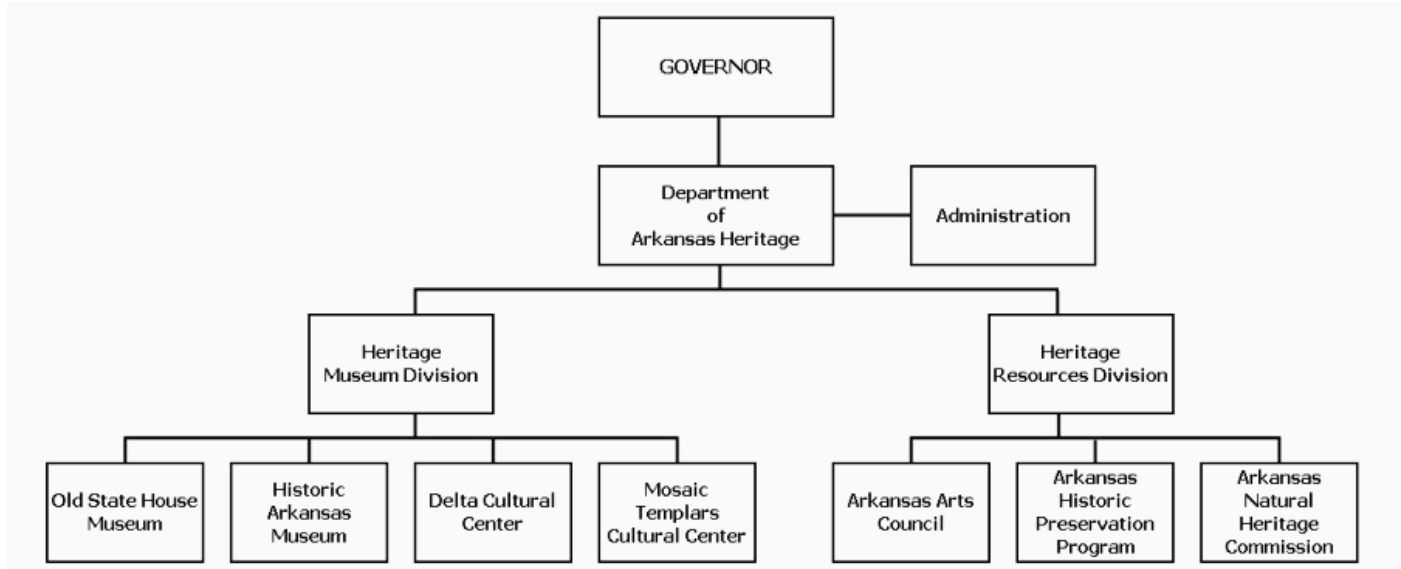
The director of the museum serves at the pleasure of the director of DAH. Internally, the museum contains maintenance, collections, education and development divisions which have to satisfy appropriate state requirements but also national professional museum standards. In 1981 the museum became the first history museum in Arkansas to be accredited by the American Association of Museums. This national recognition is important to the museum and its patrons, and the need to continue to meet accreditation standards drives many of the improvements sought by the museum.

Improvements over the years have included creating and enhancing the best collection of Arkansas-made objects; daily living history performances in the museum houses; the Hands-on History Room; popular seasonal special events; and an excellent educational website. Each year

approximately 50,000 visitors, including 12,000 school children, enjoy seeing history come to life at the museum, and outreach and web-based programs reach thousands more.

Advisory Board or Commission

The Commission sets policy for the museum. The Commission is a 9 member self-perpetuating board which meets monthly.



Agency Commentary

See Agency Commentary in DAH - Central Administration.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
 AUDIT OF :
 DEPARTMENT OF ARKANSAS HERITAGE – HISTORIC ARKANSAS MUSEUM COMMISSION
 FOR THE YEAR ENDED JUNE 30, 2004

Findings	Recommendations
None	None

Employment Summary

	Male	Female	Total	%
White Employees	8	8	16	73 %
Black Employees	2	4	6	27 %
Other Racial Minorities	0	0	0	0 %
	Total Minorities		6	27%
	Total Employees		22	100 %

Cash Fund Balance Description as of June 30, 2006

Fund Account	Balance	Type	Location
1120100	\$58,627	Checking	Bank of American/Little Rock

Statutory/Other Restrictions on use:

A.C.A. § 13-7-305 is the authority for the establishment of this cash fund.

Statutory Provisions for Fees, Fines, Penalties:

A.C.A. § 13-7-305 is the authority for use of this cash fund.

Revenue Receipts Cycle:

Funds are deposited in bank account on a daily basis.

Fund Balance Utilization:

Funds are used to manage the Museum Store, including retail operations and supporting expenditures.

Publications

A.C.A 25-1-204

Name	Statutory Authorization	Required for		# Of Copies	Reason (s) for Continued Publication and Distribution
		Governor	General Assembly		
None	N/A	N	N	0	N/A

Department Appropriation Summary

Historical Data						Agency Request and Executive Recommendation								
Appropriation	2005-2006		2006-2007		2006-2007		2007-2008				2008-2009			
	Actual	Pos	Budget	Pos	Authorized	Pos	Agency	Pos	Executive	Pos	Agency	Pos	Executive	Pos
2JK Historic Arkansas Museum-Treas	162,555	1	287,975	1	282,879	1	288,384	1	288,384	1	288,384	1	288,384	1
496 Historic Museum-St Operations	974,301	21	1,007,839	21	1,012,674	21	1,087,045	21	1,080,045	21	1,087,045	21	1,080,045	21
C15 Bank Charges Fund	7,791	0	11,250	0	11,250	0	11,250	0	11,250	0	11,250	0	11,250	0
Total	1,144,647	22	1,307,064	22	1,306,803	22	1,386,679	22	1,379,679	22	1,386,679	22	1,379,679	22

Funding Sources		%		%		%		%		%		%	
Fund Balance	4000005	10,408	0.9	20,211	1.5	12,711	0.9	12,711	0.9	6,355	0.5	6,355	0.5
General Revenue	4000010	974,301	83.6	1,007,839	76.4	1,087,045	78.0	1,080,045	77.9	1,087,045	78.4	1,080,045	78.3
Cash Fund	4000045	180,149	15.5	291,725	22.1	293,278	21.1	293,278	21.2	293,279	21.1	293,279	21.2
Total Funds		1,164,858	100.0	1,319,775	100.0	1,393,034	100.0	1,386,034	100.0	1,386,679	100.0	1,379,679	100.0
Excess Appropriation/(Funding)		(20,211)		(12,711)		(6,355)		(6,355)		0		0	
Grand Total		1,144,647		1,307,064		1,386,679		1,379,679		1,386,679		1,379,679	

The FY07 Budgeted exceeds the authorized amount in the Historic Arkansas Museum Treasury appropriation (2JK) due to matching rate adjustments resulting from an industrial accident during the 2005-2007 biennium.

Agency Position Usage Report

FY2004-2005						FY2005-2006						FY2006-2007					
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
21	20	1	21	0	4.76%	22	22	0	22	0	0.00%	22	22	0	22	0	0.00%

Analysis of Budget Request

Appropriation: 2JK - Historic Arkansas Museum-Treas

Funding Sources: NNH Historic Arkansas Museum Cash

This appropriation is funded by cash income generated by admission fees, rental receipts, and proceeds at the Craft Store at the Historic Arkansas Museum. The Agency utilizes this appropriation to supplement Museum operations and replenish Craft Store inventory.

A cost of living increase is not incorporated in Base Level pending the outcome of the Classification and Compensation Study. FY07 salary levels have been held flat each year for all incumbents. Personal Services Matching may reflect increases in the Base Level due to the Social Security Tax maximum income limit and certain increases in Worker's Compensation and Unemployment Tax rates. Personal Services Matching also includes a \$30 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$350 per month.

The Agency Request is for Base Level.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 2JK Historic Arkansas Museum-Treas
Funding Sources: NNH Historic Arkansas Museum Cash

Commitment Item	Historical Data			Agency Request and Executive Recommendation					
	2005-2006 Actual	2006-2007 Budget	2006-2007 Authorized	2007-2008			2008-2009		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	15,693	19,468	19,468	19,468	19,468	19,468	19,468	19,468	19,468
#Positions	1	1	1	1	1	1	1	1	1
Extra Help 5010001	69,670	142,134	142,134	142,134	142,134	142,134	142,134	142,134	142,134
#Extra Help	11	15	15	15	15	15	15	15	15
Personal Services Matching 5010003	13,943	24,768	19,672	25,177	25,177	25,177	25,177	25,177	25,177
Operating Expenses 5020002	7,633	20,521	20,521	20,521	20,521	20,521	20,521	20,521	20,521
Conference & Travel Expenses 5050009	1,473	3,334	3,334	3,334	3,334	3,334	3,334	3,334	3,334
Professional Fees 5060010	0	7,750	7,750	7,750	7,750	7,750	7,750	7,750	7,750
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Resale (COGS) 5090017	54,143	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
Total	162,555	287,975	282,879	288,384	288,384	288,384	288,384	288,384	288,384
Funding Sources									
Fund Balance 4000005	10,408	20,211		12,711	12,711	12,711	6,355	6,355	6,355
Cash Fund 4000045	172,358	280,475		282,028	282,028	282,028	282,029	282,029	282,029
Total Funding	182,766	300,686		294,739	294,739	294,739	288,384	288,384	288,384
Excess Appropriation/(Funding)	(20,211)	(12,711)		(6,355)	(6,355)	(6,355)	0	0	0
Grand Total	162,555	287,975		288,384	288,384	288,384	288,384	288,384	288,384

The FY07 Budgeted amount in Personal Services Matching exceeds the authorized amount due to matching rate adjustments during the 2005-2007 biennium.

Analysis of Budget Request

Appropriation: 496 - Historic Museum-St Operations

Funding Sources: HRA Arkansas Heritage Fund

This appropriation provides general revenue funding for the personal services and operating expenses of the Department of Arkansas Heritage - Historic Arkansas Museum Commission. Act 388 of 1939 (A.C.A. 13-7-302), as amended, created the Historic Arkansas Museum (formerly Territorial Capitol Restoration) to restore, maintain, and interpret historic houses on-site in the oldest remaining neighborhood in Little Rock. The Museum interprets the frontier period (1819 - 1850) and includes a visitor center featuring both permanent and changing exhibits.

A cost of living increase is not incorporated in Base Level pending the outcome of the Classification and Compensation Study. FY07 salary levels have been held flat each year for all incumbents. Personal Services Matching may reflect increases in the Base Level due to the Social Security Tax maximum income limit and certain increases in Worker's Compensation and Unemployment Tax rates. Personal Services Matching also includes a \$30 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$350 per month.

The Agency's Change Level requests total \$72,000 each year and reflect the following:

Additional Operating Expenses in the sum of \$65,000 each year for increased utilities costs.

Conference & Travel Expenses increase of \$7,000 each year to provide for staff professional development training in accordance with the Career Ladder Incentive Program.

The Executive Recommendation provides for new general revenue above the Base Level of \$65,000 each year in Operating Expenses for utilities.

Appropriation Summary

Appropriation: 496 Historic Museum-St Operations
Funding Sources: HRA Arkansas Heritage Fund

Commitment Item	Historical Data			Agency Request and Executive Recommendation					
	2005-2006 Actual	2006-2007 Budget	2006-2007 Authorized	2007-2008			2008-2009		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	622,112	653,451	658,705	653,451	653,451	653,451	653,451	653,451	653,451
#Positions	21	21	21	21	21	21	21	21	21
Personal Services Matching 5010003	215,294	237,889	209,417	245,095	245,095	245,095	245,095	245,095	245,095
Operating Expenses 5020002	136,895	116,499	144,552	116,499	181,499	181,499	116,499	181,499	181,499
Conference & Travel Expenses 5050009	0	0	0	0	7,000	0	0	7,000	0
Professional Fees 5060010	0	0	0	0	0	0	0	0	0
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
Total	974,301	1,007,839	1,012,674	1,015,045	1,087,045	1,080,045	1,015,045	1,087,045	1,080,045
Funding Sources									
General Revenue 4000010	974,301	1,007,839		1,015,045	1,087,045	1,080,045	1,015,045	1,087,045	1,080,045
Total Funding	974,301	1,007,839		1,015,045	1,087,045	1,080,045	1,015,045	1,087,045	1,080,045
Excess Appropriation/(Funding)	0	0		0	0	0	0	0	0
Grand Total	974,301	1,007,839		1,015,045	1,087,045	1,080,045	1,015,045	1,087,045	1,080,045

The FY06 Actual and FY07 Budgeted amounts in Personal Services Matching exceed the authorized amount due to matching rate adjustments during the 2005-2007 biennium.

Change Level by Appropriation

Appropriation: 496-Historic Museum-St Operations

Funding Sources: HRA Arkansas Heritage Fund

Agency Request

Change Level		2007-2008	Pos	Cumulative	% of BL	2008-2009	Pos	Cumulative	% of BL
BL	Base Level	1,015,045	21	1,015,045	100.0	1,015,045	21	1,015,045	100.0
C01	Existing Program	72,000	0	1,087,045	107.0	72,000	0	1,087,045	107.0

Executive Recommendation

Change Level		2007-2008	Pos	Cumulative	% of BL	2008-2009	Pos	Cumulative	% of BL
BL	Base Level	1,015,045	21	1,015,045	100.0	1,015,045	21	1,015,045	100.0
C01	Existing Program	65,000	0	1,080,045	106.4	65,000	0	1,080,045	106.4

Justification

C01	This request is for appropriation and funding for increases due to increased utility costs. It also includes a request to provide appropriation and funding for Conference & Travel Expenses for CLIP and staff professional development expenses.
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Analysis of Budget Request

Appropriation: C15 - Bank Charges Fund

Funding Sources: 101 Historic Arkansas Museum Bank Charges Fund

This appropriation provides a private bank account, removed from the State Treasury, for the payment of Bank Charges, Credit Card Charges and Fees from revenues collected by the Historic Arkansas Museum.

The Agency Request is for Base Level.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: C15 Bank Charges Fund
Funding Sources: 101 Historic Arkansas Museum Bank Charges Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item	2005-2006	2006-2007	2006-2007	2007-2008			2008-2009		
	Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses 5020002	7,791	11,250	11,250	11,250	11,250	11,250	11,250	11,250	11,250
Conference & Travel Expenses 5050009	0	0	0	0	0	0	0	0	0
Professional Fees 5060010	0	0	0	0	0	0	0	0	0
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
Total	7,791	11,250	11,250	11,250	11,250	11,250	11,250	11,250	11,250
Funding Sources									
Cash Fund 4000045	7,791	11,250		11,250	11,250	11,250	11,250	11,250	11,250
Total Funding	7,791	11,250		11,250	11,250	11,250	11,250	11,250	11,250
Excess Appropriation/(Funding)	0	0		0	0	0	0	0	0
Grand Total	7,791	11,250		11,250	11,250	11,250	11,250	11,250	11,250