

DAH - OLD STATE HOUSE COMMISSION

Enabling Laws

Act 237 of 2010
A.C.A. §13-7-201 et seq.

History and Organization

The Arkansas Commemorative Commission was created by Act 156 of 1947, which required restoration and management of historic sites and objects for the benefit of the public, and public educational services related to the historic holdings.

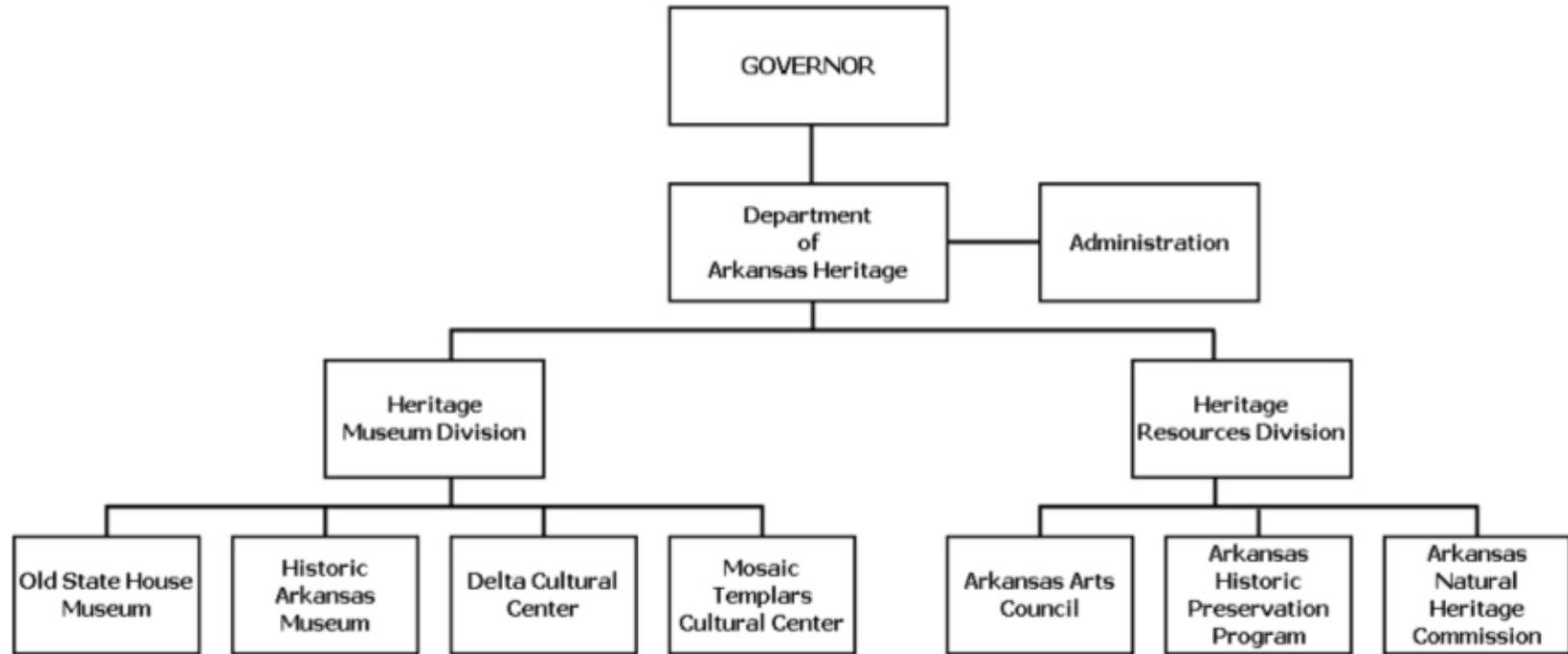
The Commission restored the Old State House and opened it in 1951 as a museum of Arkansas history. Trapnall Hall was donated to the State in 1974. It is administered as the Governor's Reception Hall and is a rental facility. In 1974, the Arkansas Commemorative Commission became a division of DAH. Act 68 of 2001 changed the name of the Arkansas Commemorative Commission to the Old State House Commission.

The Old State House is accredited by the American Association of Museums and provides a full complement of educational programs and interpretive exhibits on Arkansas's early statehood, 1836-1911. Current exhibits include: Sparkle and Twang: Marty Stuart's American Musical Odyssey, A Circus Hitched to a Tornado: Arkansas Politics in the 20th Century and Drawing On Arkansas Politics (an exhibit featuring the work of Arkansas political cartoonists). The museum has a large collection of artifacts that are representative of the State's history. These objects are periodically displayed through special exhibits and include items such as quilts by Black Arkansans, Arkansas political memorabilia and Civil War battle flags.

The museum offers a variety of programs to accommodate a diverse audience. Opportunities for school groups include on-site tours and programs, outreach programs, and resource materials like publications and loan boxes. The staff works extensively with the DAH Education Coordinator and the Department of Education to develop curriculum guides and resource materials for classroom teachers that correlate to museum exhibits and museum programs. Ongoing youth programs offered throughout the year for children include: Sleepovers, Summer Fun enrichment programs that highlight local and state history, and seasonal events like the Victorian Valentine Fair and Holiday Open House. The museum offers numerous programs for adults that reflect both temporary and permanent exhibits, including scholarly seminars, gallery talks, and special events like concerts and book signings.

Advisory Board or Commission

The Old State House Commission, a statewide board of nine members appointed by the Governor, sets policy for the Old State House, Trapnall Hall, and the preservation restriction program. It determines major goals and objectives for each of its programs, delegates certain functions to the staff through the director of the commission, and considers the addition of new programs and alterations to existing programs under its statutory jurisdiction. The commission considers long-range plans, activities, and budgets. Board members represent all four congressional districts, with three at-large members, and are appointed by the Governor for nine-year terms.



Agency Commentary

See Agency Commentary in DAH - Central Administration.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
DEPARTMENT OF ARKANSAS HERITAGE
FOR THE YEAR ENDED JUNE 30, 2008

Findings

The Agency had inadequate control over cash transactions of the Old State House Donation Cash Fund and Loughborough Trust fund because of insufficient segregation of duties due to a limited number of personnel. The lack of segregation of duties increases the risk of error or misappropriation of assets.

DAH is unable to locate 6 items from our test of 80 items selected for compliance. The error rate based on the test of equipment and artifacts is 7.5%.

Recommendations

The Agency strengthen internal controls surrounding cash transactions and segregation of duties.

DAH improve its inventory controls to ensure the safeguarding of its assets.

Employment Summary

	Male	Female	Total	%
White Employees	9	10	19	86 %
Black Employees	0	3	3	14 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			3	14 %
Total Employees			22	100 %

Cash Fund Balance Description as of June 30, 2010

Fund Account	Balance	Type	Location
1010000	\$62,501	Checking	Metropolitan National Bank/Little Rock

Statutory/Other Restrictions on use:

A.C.A. §13-7-205 provides authority to operate historic sites, buildings, and objects and the power to charge reasonable visitation fees and grant permits for the use of public land.

Statutory Provisions for Fees, Fines, Penalties:

A.C.A. §13-7-205 provides authority to operate historic sites, buildings, and objects and the power to charge reasonable visitation fees and grant permits for the use of public land.

Revenue Receipts Cycle:

Funds are deposited in bank account on a daily basis.

Fund Balance Utilization:

Funds are used for inventory restocking, and general Museum Store or museum expenses.

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
Annual Report	A.C.A. §13-7-203(f)	Y	N	1	Statutory Requirement

Department Appropriation Summary

Historical Data

Agency Request and Executive Recommendation

Appropriation	2009-2010		2010-2011		2010-2011		2011-2012						2012-2013					
	Actual	Pos	Budget	Pos	Authorized	Pos	Base Level	Pos	Agency	Pos	Executive	Pos	Base Level	Pos	Agency	Pos	Executive	Pos
2JG Old State House - Cash in Treasury	77,306	0	204,613	0	204,625	0	204,625	0	204,625	0	204,625	0	204,625	0	204,625	0	204,625	0
492 Old State House - Operations	1,243,940	22	1,302,097	22	1,460,582	22	1,293,262	22	1,345,828	22	1,293,262	22	1,293,262	22	1,343,828	22	1,293,262	22
C16 Old State House - Bank Charges Fund	2,598	0	5,060	0	5,060	0	5,060	0	5,060	0	5,060	0	5,060	0	5,060	0	5,060	0
Total	1,323,844	22	1,511,770	22	1,670,267	22	1,502,947	22	1,555,513	22	1,502,947	22	1,502,947	22	1,553,513	22	1,502,947	22

Funding Sources		%		%		%		%		%		%		%		%		%
Fund Balance	4000005	274,686	17.4	257,766	15.2	188,093	11.6	188,093	11.2	188,093	11.6	118,408	7.6	118,408	7.4	118,408	7.6	
General Revenue	4000010	1,242,799	78.6	1,302,097	76.6	1,293,262	79.8	1,345,828	80.4	1,293,262	79.8	1,293,262	83.3	1,343,828	83.9	1,293,262	83.3	
Cash Fund	4000045	62,984	4.0	140,000	8.2	140,000	8.6	140,000	8.4	140,000	8.6	140,000	9.0	140,000	8.7	140,000	9.0	
Intra-agency Fund Transfer	4000317	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	
M & R Sales	4000340	1,141	0.1	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	
Total Funds		1,581,610	100.0	1,699,863	100.0	1,621,355	100.0	1,673,921	100.0	1,621,355	100.0	1,551,670	100.0	1,602,236	100.0	1,551,670	100.0	
Excess Appropriation/(Funding)		(257,766)		(188,093)		(118,408)		(118,408)		(118,408)		(48,723)		(48,723)		(48,723)		
Grand Total		1,323,844		1,511,770		1,502,947		1,555,513		1,502,947		1,502,947		1,553,513		1,502,947		

The Intra Agency Fund Transfer represents a transfer of cash funds from the Agency's Cash In Bank Fund to the Agency's Cash in Treasury Fund.

Agency Position Usage Report

FY2008 - 2009						FY2009 - 2010						FY2010 - 2011					
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	
22	22	0	22	0	0.00 %	22	22	0	22	0	0.00 %	22	22	0	22	0	0.00 %

Analysis of Budget Request

Appropriation: 2JG - Old State House - Cash in Treasury

Funding Sources: NNH - Old State House Cash

This cash appropriation is used to supplement the operating expenses the Agency's programs and activities. Funding consists of rental receipts, donations, interest income and gift shop sales for the Old Statehouse and Trapnall Hall.

The Agency requests the continuation of Base Level appropriation of \$204,625 each year with 1 Extra Help position.

The Executive Recommendation provides for the Agency Request. Expenditure of appropriation is contingent upon available funding.

Appropriation Summary

Appropriation: 2JG - Old State House - Cash in Treasury

Funding Sources: NNH - Old State House Cash

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2009-2010 Actual	2010-2011 Budget	2010-2011 Authorized	2011-2012			2012-2013		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Extra Help	5010001	6,301	20,430	20,430	20,430	20,430	20,430	20,430	20,430	20,430
#Extra Help		1	1	1	1	1	1	1	1	1
Personal Services Matching	5010003	484	1,563	1,575	1,575	1,575	1,575	1,575	1,575	1,575
Operating Expenses	5020002	37,714	109,895	109,895	109,895	109,895	109,895	109,895	109,895	109,895
Conference & Travel Expenses	5050009	0	500	500	500	500	500	500	500	500
Professional Fees	5060010	0	12,225	12,225	12,225	12,225	12,225	12,225	12,225	12,225
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Resale (COGS)	5090017	32,807	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Total		77,306	204,613	204,625	204,625	204,625	204,625	204,625	204,625	204,625
Funding Sources										
Fund Balance	4000005	203,703	195,265		130,652	130,652	130,652	66,027	66,027	66,027
Cash Fund	4000045	35,438	110,000		110,000	110,000	110,000	110,000	110,000	110,000
Intra-agency Fund Transfer	4000317	33,430	30,000		30,000	30,000	30,000	30,000	30,000	30,000
Total Funding		272,571	335,265		270,652	270,652	270,652	206,027	206,027	206,027
Excess Appropriation/(Funding)		(195,265)	(130,652)		(66,027)	(66,027)	(66,027)	(1,402)	(1,402)	(1,402)
Grand Total		77,306	204,613		204,625	204,625	204,625	204,625	204,625	204,625

The Intra Agency Fund Transfer represents a transfer of cash funds from the Agency's Cash In Bank Fund to the Agency's Cash in Treasury Fund.

Analysis of Budget Request

Appropriation: 492 - Old State House - Operations

Funding Sources: HRA - Arkansas Heritage Fund

The Old Statehouse Commission administers the operation of the Old Statehouse and Trapnall Hall and is funded entirely by general revenue.

Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Career Service Payments.

Base Level includes appropriation and general revenue funding of \$1,293,262 each year with 22 Regular positions and 16 Extra Help positions.

The Agency requests additional appropriation and general revenue funding of \$52,566 in FY12 and \$50,566 in FY13 for the following:

- Operating Expenses: \$50,566 each year to enable the agency to shift basic utility costs of Building and Contents Insurance, Electricity, Natural Gas & Propane and Water & Sewage from the Conservation Tax appropriation to the General Revenue appropriation
- Capital Outlay: \$2,000 in FY12 only to provide for sales tax for a replacement vehicle that will be requested in the first year of the biennium.

The Executive Recommendation provides for Base Level.

Appropriation Summary

Appropriation: 492 - Old State House - Operations

Funding Sources: HRA - Arkansas Heritage Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2009-2010 Actual	2010-2011 Budget	2010-2011 Authorized	2011-2012			2012-2013		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	822,723	836,277	820,464	825,577	825,577	825,577	825,577	825,577	825,577
#Positions		22	22	22	22	22	22	22	22	22
Extra Help	5010001	54,864	54,902	54,902	54,902	54,902	54,902	54,902	54,902	54,902
#Extra Help		6	16	16	16	16	16	16	16	16
Personal Services Matching	5010003	257,757	271,847	270,023	273,712	273,712	273,712	273,712	273,712	273,712
Operating Expenses	5020002	108,596	139,071	315,193	139,071	189,637	139,071	139,071	189,637	139,071
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	2,000	0	0	0	0
Total		1,243,940	1,302,097	1,460,582	1,293,262	1,345,828	1,293,262	1,293,262	1,343,828	1,293,262
Funding Sources										
General Revenue	4000010	1,242,799	1,302,097		1,293,262	1,345,828	1,293,262	1,293,262	1,343,828	1,293,262
M & R Sales	4000340	1,141	0		0	0	0	0	0	0
Total Funding		1,243,940	1,302,097		1,293,262	1,345,828	1,293,262	1,293,262	1,343,828	1,293,262
Excess Appropriation/(Funding)		0	0		0	0	0	0	0	0
Grand Total		1,243,940	1,302,097		1,293,262	1,345,828	1,293,262	1,293,262	1,343,828	1,293,262

The FY11 Budget amount in Regular Salaries and Personal Services Matching exceeds the authorized amount due to salary and matching rate adjustments during the 2009-2011 biennium.

Change Level by Appropriation

Appropriation: 492 - Old State House - Operations
Funding Sources: HRA - Arkansas Heritage Fund

Agency Request

Change Level		2011-2012	Pos	Cumulative	% of BL	2012-2013	Pos	Cumulative	% of BL
BL	Base Level	1,293,262	22	1,293,262	100.0	1,293,262	22	1,293,262	100.0
C01	Existing Program	52,566	0	1,345,828	104.1	50,566	0	1,343,828	103.9

Executive Recommendation

Change Level		2011-2012	Pos	Cumulative	% of BL	2012-2013	Pos	Cumulative	% of BL
BL	Base Level	1,293,262	22	1,293,262	100.0	1,293,262	22	1,293,262	100.0
C01	Existing Program	0	0	1,293,262	100.0	0	0	1,293,262	100.0

Justification

C01	The Old State House Museum is a National Historic Landmark and cares for a collection of over 30,000 fragile artifacts of Arkansas history. Many of these are exhibited in the 174-year old building. The Agency is submitting a request to increase the museum's general revenue budget to cover basic operating costs including utilities and insurance for buildings and artifact collections. The dramatically increased cost of utilities needed for heating, ventilation and air conditioning makes this an urgent need. It is critical that the historic Old State House – the oldest standing statehouse west of the Mississippi River – and its ancillary office and maintenance facilities be insured. Trapnall Hall is an historic house managed as a public rental facility by the Old State House and it too must be insured. The same is true for the rare artifact collections held by the museum on behalf of the people of Arkansas. The requested increase in general revenue funding for electricity, gas, water and insurance is based on a 5-year average of these expenses.
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Analysis of Budget Request

Appropriation: C16 - Old State House - Bank Charges Fund

Funding Sources: 101 - Old State House Cash in Bank

This cash appropriation provides for the payment of bank charges, credit card charges and fees from gift shop sale revenues collected by the Old State House Museum.

The Agency requests the continuation of Base Level appropriation of \$5,060 each year.

The Executive Recommendation provides for the Agency Request. Expenditure of appropriation is contingent upon available funding.

Appropriation Summary

Appropriation: C16 - Old State House - Bank Charges Fund

Funding Sources: 101 - Old State House Cash in Bank

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2009-2010 Actual	2010-2011 Budget	2010-2011 Authorized	2011-2012			2012-2013		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses	5020002	2,598	5,060	5,060	5,060	5,060	5,060	5,060	5,060	5,060
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		2,598	5,060	5,060	5,060	5,060	5,060	5,060	5,060	5,060
Funding Sources										
Fund Balance	4000005	70,983	62,501		57,441	57,441	57,441	52,381	52,381	52,381
Cash Fund	4000045	27,546	30,000		30,000	30,000	30,000	30,000	30,000	30,000
Intra-agency Fund Transfer	4000317	(33,430)	(30,000)		(30,000)	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)
Total Funding		65,099	62,501		57,441	57,441	57,441	52,381	52,381	52,381
Excess Appropriation/(Funding)		(62,501)	(57,441)		(52,381)	(52,381)	(52,381)	(47,321)	(47,321)	(47,321)
Grand Total		2,598	5,060		5,060	5,060	5,060	5,060	5,060	5,060

The Intra Agency Fund Transfer represents a transfer of cash funds from the Agency's Cash In Bank Fund to the Agency's Cash in Treasury Fund.