

# DAH - HISTORIC ARKANSAS MUSEUM COMMISSION

## Enabling Laws

Act 237 of 2010  
A.C.A. §13-7-301 et seq.

## History and Organization

### **Agency Mission Statement**

The mission of the Historic Arkansas Museum (HAM) Commission 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. The 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.

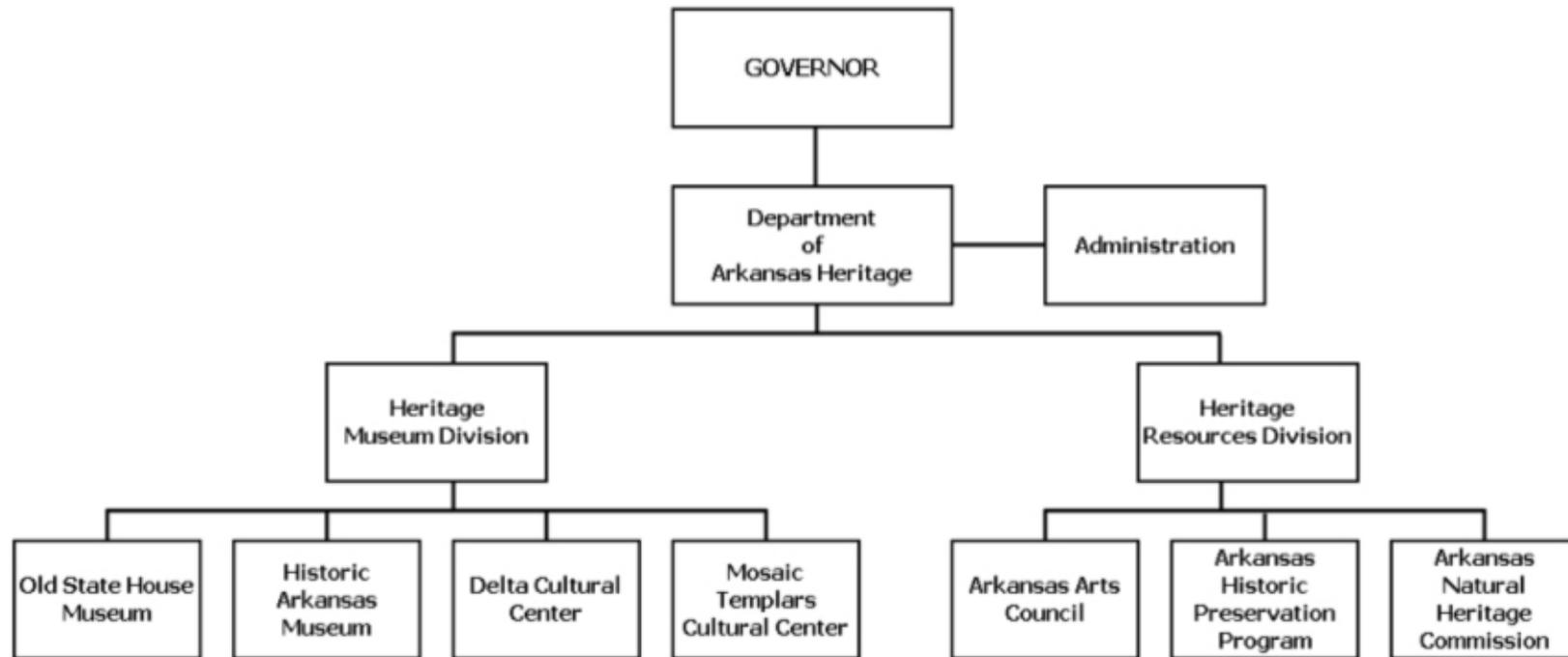
The director of the museum serves at the pleasure of the director of the Department of Arkansas Heritage (DAH). Internally, the museum contains maintenance, collections, education and development divisions which must satisfy not only the appropriate state requirements but also national professional museum 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; *We Walk in Two Worlds*, an exhibit of the Indian experience in Arkansas, produced in cooperation with the Smithsonian; 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  
FOR THE YEAR ENDED JUNE 30, 2008

### Findings

### Recommendations

Audit findings are reported under DAH-Central Administration.

## Employment Summary

	Male	Female	Total	%
White Employees	7	9	16	80 %
Black Employees	2	2	4	20 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			4	20 %
Total Employees			20	100 %

## Cash Fund Balance Description as of June 30, 2010

Fund Account	Balance	Type	Location
1120100	\$48,525	Checking	Bank of America/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**

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

# 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
2JK Historic Arkansas Museum-Cash in Treas.	180,184	1	298,448	1	299,044	1	298,546	1	298,546	1	298,546	1	298,546	1	298,546	1	298,546	1
496 Historic Arkansas Museum-St. Operations	1,081,730	21	1,139,648	21	1,165,358	21	1,152,629	21	1,268,483	21	1,152,629	21	1,152,629	21	1,268,483	21	1,152,629	21
C15 Historic Arkansas Museum - Bank Charges	7,075	0	11,250	0	11,250	0	11,250	0	11,250	0	11,250	0	11,250	0	11,250	0	11,250	0
<b>Total</b>	<b>1,268,989</b>	<b>22</b>	<b>1,449,346</b>	<b>22</b>	<b>1,475,652</b>	<b>22</b>	<b>1,462,425</b>	<b>22</b>	<b>1,578,279</b>	<b>22</b>	<b>1,462,425</b>	<b>22</b>	<b>1,462,425</b>	<b>22</b>	<b>1,578,279</b>	<b>22</b>	<b>1,462,425</b>	<b>22</b>

Funding Sources		%		%		%		%		%		%		%		%		%
Fund Balance	4000005	84,929	6.4	66,232	4.4	56,534	3.7	56,534	3.5	56,534	3.7	46,738	3.1	46,738	2.9	46,738	3.1	
General Revenue	4000010	1,081,730	81.0	1,139,648	75.7	1,152,629	76.4	1,268,483	78.1	1,152,629	76.4	1,152,629	76.9	1,268,483	78.5	1,152,629	76.9	
Cash Fund	4000045	168,562	12.6	300,000	19.9	300,000	19.9	300,000	18.5	300,000	19.9	300,000	20.0	300,000	18.6	300,000	20.0	
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	
<b>Total Funds</b>		<b>1,335,221</b>	<b>100.0</b>	<b>1,505,880</b>	<b>100.0</b>	<b>1,509,163</b>	<b>100.0</b>	<b>1,625,017</b>	<b>100.0</b>	<b>1,509,163</b>	<b>100.0</b>	<b>1,499,367</b>	<b>100.0</b>	<b>1,615,221</b>	<b>100.0</b>	<b>1,499,367</b>	<b>100.0</b>	
Excess Appropriation/(Funding)		(66,232)		(56,534)		(46,738)		(46,738)		(46,738)		(36,942)		(36,942)		(36,942)		
<b>Grand Total</b>		<b>1,268,989</b>		<b>1,449,346</b>		<b>1,462,425</b>		<b>1,578,279</b>		<b>1,462,425</b>		<b>1,462,425</b>		<b>1,578,279</b>		<b>1,462,425</b>		

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	21	1	22	0	4.55 %	22	20	2	22	0	9.09 %

## **Analysis of Budget Request**

**Appropriation:** 2JK - Historic Arkansas Museum-Cash in Treas.

**Funding Sources:** NNH - Historic Arkansas Museum Cash

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

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

The Agency Base Level Request includes appropriation of \$298,546 each year with 1 Regular position and 15 Extra Help positions.

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

## Appropriation Summary

**Appropriation:** 2JK - Historic Arkansas Museum-Cash in Treas.

**Funding Sources:** NNH - Historic Arkansas Museum 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
Regular Salaries	5010000	20,103	20,944	21,266	20,944	20,944	20,944	20,944	20,944	20,944
<b>#Positions</b>		<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
Extra Help	5010001	75,910	142,134	142,134	142,134	142,134	142,134	142,134	142,134	142,134
<b>#Extra Help</b>		<b>10</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>
Personal Services Matching	5010003	17,088	19,765	20,039	19,863	19,863	19,863	19,863	19,863	19,863
Operating Expenses	5020002	26,685	34,521	34,521	34,521	34,521	34,521	34,521	34,521	34,521
Conference & Travel Expenses	5050009	0	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	40,398	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
<b>Total</b>		<b>180,184</b>	<b>298,448</b>	<b>299,044</b>	<b>298,546</b>	<b>298,546</b>	<b>298,546</b>	<b>298,546</b>	<b>298,546</b>	<b>298,546</b>
<b>Funding Sources</b>										
Fund Balance	4000005	17,671	17,707		19,259	19,259	19,259	20,713	20,713	20,713
Cash Fund	4000045	92,807	200,000		200,000	200,000	200,000	200,000	200,000	200,000
Intra-agency Fund Transfer	4000317	87,413	100,000		100,000	100,000	100,000	100,000	100,000	100,000
<b>Total Funding</b>		<b>197,891</b>	<b>317,707</b>		<b>319,259</b>	<b>319,259</b>	<b>319,259</b>	<b>320,713</b>	<b>320,713</b>	<b>320,713</b>
Excess Appropriation/(Funding)		(17,707)	(19,259)		(20,713)	(20,713)	(20,713)	(22,167)	(22,167)	(22,167)
<b>Grand Total</b>		<b>180,184</b>	<b>298,448</b>		<b>298,546</b>	<b>298,546</b>	<b>298,546</b>	<b>298,546</b>	<b>298,546</b>	<b>298,546</b>

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:** 496 - Historic Arkansas 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.

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 \$1,152,629 each year with 21 Regular positions.

The Agency requests additional appropriation and general revenue funding of \$115,854 each year for the Operating Expenses Line Item. This request will enable the agency to shift basic utility costs such as Electricity, Natural Gas & Propane, Building and Contents Insurance, Telecommunications Wired and Wireless, Water and Sewage and Network Services Expenses from the Conservation Tax appropriation to the General Revenue appropriation.

The Executive Recommendation provides for Base Level.

## Appropriation Summary

**Appropriation:** 496 - Historic Arkansas Museum-St. Operations

**Funding Sources:** HRA - Arkansas Heritage Fund

### Historical Data

### Agency Request and Executive Recommendation

Commitment Item		Historical Data			2011-2012			2012-2013		
		2009-2010 Actual	2010-2011 Budget	2010-2011 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	767,313	781,702	770,388	772,702	772,702	772,702	772,702	772,702	772,702
<b>#Positions</b>		<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>
Personal Services Matching	5010003	252,503	232,155	251,315	254,136	254,136	254,136	254,136	254,136	254,136
Operating Expenses	5020002	61,914	125,791	143,655	125,791	241,645	125,791	125,791	241,645	125,791
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
<b>Total</b>		<b>1,081,730</b>	<b>1,139,648</b>	<b>1,165,358</b>	<b>1,152,629</b>	<b>1,268,483</b>	<b>1,152,629</b>	<b>1,152,629</b>	<b>1,268,483</b>	<b>1,152,629</b>
<b>Funding Sources</b>										
General Revenue	4000010	1,081,730	1,139,648		1,152,629	1,268,483	1,152,629	1,152,629	1,268,483	1,152,629
Total Funding		1,081,730	1,139,648		1,152,629	1,268,483	1,152,629	1,152,629	1,268,483	1,152,629
Excess Appropriation/(Funding)		0	0		0	0	0	0	0	0
<b>Grand Total</b>		<b>1,081,730</b>	<b>1,139,648</b>		<b>1,152,629</b>	<b>1,268,483</b>	<b>1,152,629</b>	<b>1,152,629</b>	<b>1,268,483</b>	<b>1,152,629</b>

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

## Change Level by Appropriation

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

### Agency Request

Change Level		2011-2012	Pos	Cumulative	% of BL	2012-2013	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	<b>1,152,629</b>	<b>21</b>	<b>1,152,629</b>	<b>100.0</b>	<b>1,152,629</b>	<b>21</b>	<b>1,152,629</b>	<b>100.0</b>
C01	Existing Program	115,854	0	1,268,483	110.1	115,854	0	1,268,483	110.1

### Executive Recommendation

Change Level		2011-2012	Pos	Cumulative	% of BL	2012-2013	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	<b>1,152,629</b>	<b>21</b>	<b>1,152,629</b>	<b>100.0</b>	<b>1,152,629</b>	<b>21</b>	<b>1,152,629</b>	<b>100.0</b>
C01	Existing Program	0	0	1,152,629	100.0	0	0	1,152,629	100.0

### Justification

C01	This Change Level covers the funding that is required to keep the museum open. Currently General Revenues have to be supplemented to cover the basic costs of electricity, gas, water, telecommunications and insurance coverage. The museum cannot care for the priceless collection of Arkansas-related treasures nor educate the public without the capacity to open the doors.								
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## **Analysis of Budget Request**

**Appropriation:** C15 - Historic Arkansas Museum - Bank Charges

**Funding Sources:** 112 - Historic Arkansas Museum Bank Charges Fund

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

The Agency requests the continuation of Base Level appropriation of \$11,250 each year of the biennium.

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

## Appropriation Summary

**Appropriation:** C15 - Historic Arkansas Museum - Bank Charges  
**Funding Sources:** 112 - Historic Arkansas Museum Bank Charges 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
Operating Expenses	5020002	7,075	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
<b>Total</b>		<b>7,075</b>	<b>11,250</b>	<b>11,250</b>	<b>11,250</b>	<b>11,250</b>	<b>11,250</b>	<b>11,250</b>	<b>11,250</b>	<b>11,250</b>
<b>Funding Sources</b>										
Fund Balance	4000005	67,258	48,525		37,275	37,275	37,275	26,025	26,025	26,025
Cash Fund	4000045	75,755	100,000		100,000	100,000	100,000	100,000	100,000	100,000
Intra-agency Fund Transfer	4000317	(87,413)	(100,000)		(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)
<b>Total Funding</b>		<b>55,600</b>	<b>48,525</b>		<b>37,275</b>	<b>37,275</b>	<b>37,275</b>	<b>26,025</b>	<b>26,025</b>	<b>26,025</b>
<b>Excess Appropriation/(Funding)</b>		<b>(48,525)</b>	<b>(37,275)</b>		<b>(26,025)</b>	<b>(26,025)</b>	<b>(26,025)</b>	<b>(14,775)</b>	<b>(14,775)</b>	<b>(14,775)</b>
<b>Grand Total</b>		<b>7,075</b>	<b>11,250</b>		<b>11,250</b>	<b>11,250</b>	<b>11,250</b>	<b>11,250</b>	<b>11,250</b>	<b>11,250</b>

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.