

DEPT OF PARKS & TOURISM - HISTORY COMMISSION

Enabling Laws

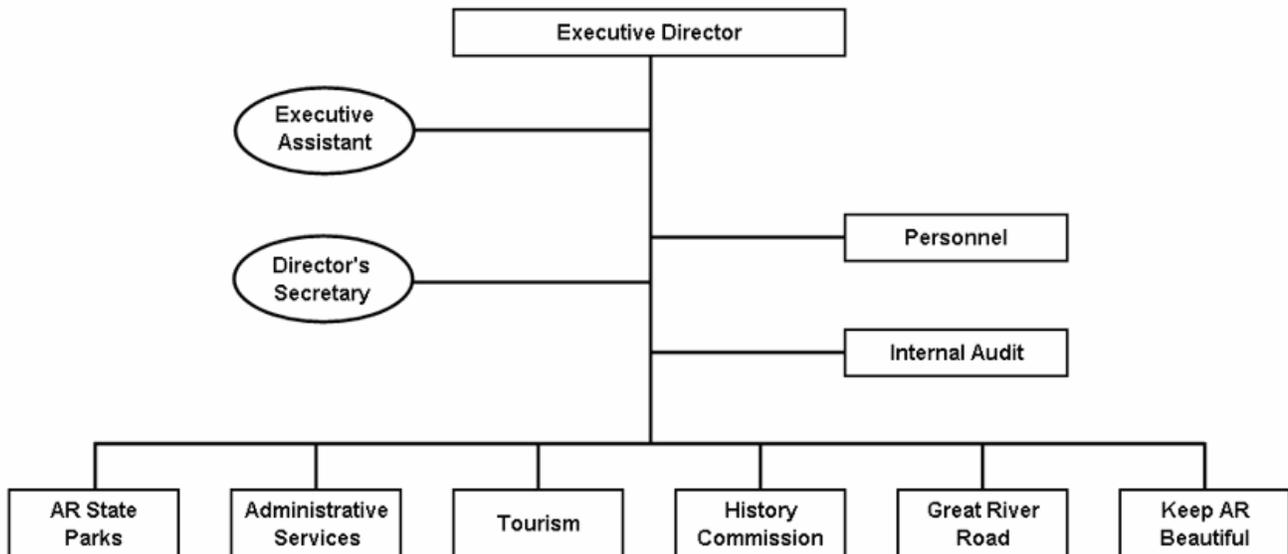
Acts 142 and 2099 of 2005.

A.C.A. §13-3-101 to 108, §13-3-201 to 206.

History and Organization

The History Commission was created by Act 215 of 1905, but its existence as a functioning state agency was uncertain until after the passage of Act 355 by the General Assembly of 1911. The latter Act, as amended by Act 207 of 1963, is the basic law under which the Commission operates. This fundamental Act charges the History Commission with the responsibility of keeping and caring for the official archives of the State, collecting materials relating to Arkansas history, and encouraging the use of historical source materials such as documents, newspaper files, maps and photographs. A documents restoration laboratory and a microfilm section assist with preservation. In 1996, the ark-ives.com web site was developed to enhance educational and informational efforts.

The History Commission itself is composed of seven members appointed by the Governor with the approval of the Senate. Since the passage of Act 38 of 1971, the Commission has operated within the Department of Parks and Tourism. The Arkansas Black History Advisory Committee, created by Act 1233 of 1991, operates in connection with the History Commission.



Agency Commentary

The History Commission's budget request is Base Level plus (1) funds for new positions and operating expenses needed to establish the Northeast Arkansas Regional Archives at Powhatan, an operation similar to the existing program at Old Washington; (2) funds for technology-related equipment and services to enable the State Archives to meet ever-increasing demands for information delivered via the internet; and (3) program improvements needed as a result of growth of outreach activities and increased services for visitors/patrons.

The proposed budget also reflects an increase of \$10,000/year for the cash fund's authorized spending. The cash funds come from photocopying charges and fees for duplication of microfilm, photographs, maps, and other materials. With the addition of the facility at Powhatan and increases in availability of information on the AHC website, the amount of revenue generated through sales is anticipated to increase. This money, in turn, will be used to purchase microfilm and photographic supplies for preservation purposes.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
DEPARTMENT OF PARKS AND TOURISM
HISTORY COMMISSION
FOR THE YEAR ENDED JUNE 30, 2005

Findings	Recommendations
None	None

Employment Summary

	Male	Female	Total	%
White Employees	3	12	15	71 %
Black Employees	0	6	6	29 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			6	29%
Total Employees			21	100 %

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

Appropriation	Historical Data						Agency Request and Executive Recommendation							
	2005-2006		2006-2007		2006-2007		2007-2008				2008-2009			
	Actual	Pos	Budget	Pos	Authorized	Pos	Agency	Pos	Executive	Pos	Agency	Pos	Executive	Pos
226 History Commission-St Oprs	1,396,271	23	1,437,224	23	1,444,124	23	1,907,774	30	1,459,194	23	1,915,774	30	1,459,194	23
955 History Commission-Cash in Treas	32,356	0	79,000	0	79,000	0	89,000	0	79,000	0	89,000	0	79,000	0
NOT REQUESTED FOR THE BIENNIUM														
4HX NHPRC Grant	1,508	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	1,430,135	23	1,516,224	23	1,523,124	23	1,996,774	30	1,538,194	23	2,004,774	30	1,538,194	23

Funding Sources		%		%		%		%		%		%	
Fund Balance 4000005	25,582	1.8	30,979	2.0		12,652	0.6	12,652	0.8	4,326	0.2	14,326	0.9
General Revenue 4000010	1,396,271	95.6	1,437,224	94.0		1,907,774	95.3	1,459,194	94.0	1,915,774	95.6	1,459,194	93.6
Federal Revenue 4000020	1,508	0.1	0	0.0		0	0.0	0	0.0	0	0.0	0	0.0
Cash Fund 4000045	37,753	2.5	60,673	4.0		80,674	4.1	80,674	5.2	84,674	4.2	84,674	5.5
Total Funds	1,461,114	100.0	1,528,876	100.0		2,001,100	100.0	1,552,520	100.0	2,004,774	100.0	1,558,194	100.0
Excess Appropriation/(Funding)	(30,979)		(12,652)			(4,326)		(14,326)		0		(20,000)	
Grand Total	1,430,135		1,516,224			1,996,774		1,538,194		2,004,774		1,538,194	

Actual exceeds Authorized Appropriation in Operating Expense for the NHPRC Grant appropriation (4HX) due to a transfer from the Miscellaneous Federal Grant Holding Account.

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	
20	20	0	20	0	0.00%	23	22	1	23	0	4.35%	23	21	2	23	0	8.70%

Analysis of Budget Request

Appropriation: 226 - History Commission-St Oprs

Funding Sources: HGA Parks and Tourism - History Commission Account

This appropriation provides for the personal services and operating expenses of the History Commission. As stated in Arkansas Code Annotated §13-3-101, the History Commission maintains official archives of the State, collects historical materials, and encourages historic research. Funding is provided by general revenues.

Last biennium, the History Commission received approval to incorporate the Southwest Arkansas Regional Archives (SARA) into its fold. This biennium, the Commission is requesting to open the Northeast Arkansas Regional Archives (NEARA) near Powhatan State Park in Lawrence County in cooperation with the Department of Parks & Tourism and the Lawrence County Historical Society.

A cost of living increase is not incorporated in Base Level pending the outcome of the Classification and Compensation Study. The Base Level request of \$771,040 each year for Regular Salaries does include Board Member Stipend payments. 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 \$448,580 in FY08 and \$456,580 in FY09 and reflect the following:

Regular Salaries & Personal Services Matching totaling \$256,707 each year for seven (7) new positions, including: an Archival Manager (Grade 20), two (2) Archivists (Grade 19), a Historical Researcher (Grade 18), and Exhibits Specialist (Grade 17), and an Administrative Assistant I (Grade 15). These positions will be utilized to support the NEARA, SARA and an increasing number of visitors to the Commission's main offices.

Extra Help & Personal Services Matching increase of \$21,530 each year to provide funding for current Extra Help positions to provide assistance at the NEARA, SARA and the Commission's main offices.

Additional Operating Expenses in the amount of \$58,239 in FY08 and \$66,239 in FY09 for software & networking, database subscriptions, office supplies, educational & photographic supplies, member travel, vehicle maintenance and fuel.

Conference & Travel Expenses totaling \$2,104 each year for staff professional development.

Professional Fees in the sum of \$10,000 each year for website development and online archival.

Capital Outlay totaling \$50,000 each year for compact storage shelving for artifacts, office furniture for the NEARA and computer equipment as outlined in the Department's IT plan.

Additional Black History Advisory Committee increase of \$50,000 each year for grants to minority community groups involved in preserving Arkansas history.

The Executive Recommendation provides for Base Level.

Appropriation Summary

Appropriation: 226 History Commission-St Oprs
Funding Sources: HGA Parks and Tourism - History Commission Account

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
Regular Salaries 5010000	730,005	771,040	763,337	771,040	960,058	771,040	771,040	960,058	771,040
#Positions	23	23	23	23	30	23	23	30	23
Extra Help 5010001	5,490	10,300	10,300	10,300	30,300	10,300	10,300	30,300	10,300
#Extra Help	3								
Personal Services Matching 5010003	226,372	231,198	231,250	253,168	322,387	253,168	253,168	322,387	253,168
Operating Expenses 5020002	424,579	414,110	427,341	414,110	472,349	414,110	414,110	480,349	414,110
Conference & Travel Expenses 5050009	140	396	396	396	2,500	396	396	2,500	396
Professional Fees 5060010	0	0	0	0	10,000	0	0	10,000	0
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Capital Outlay 5120011	0	0	0	0	50,000	0	0	50,000	0
Black History Advisory Cmte 5900041	9,685	10,180	11,500	10,180	60,180	10,180	10,180	60,180	10,180
Total	1,396,271	1,437,224	1,444,124	1,459,194	1,907,774	1,459,194	1,459,194	1,915,774	1,459,194
Funding Sources									
General Revenue 4000010	1,396,271	1,437,224		1,459,194	1,907,774	1,459,194	1,459,194	1,915,774	1,459,194
Total Funding	1,396,271	1,437,224		1,459,194	1,907,774	1,459,194	1,459,194	1,915,774	1,459,194
Excess Appropriation/(Funding)	0	0		0	0	0	0	0	0
Grand Total	1,396,271	1,437,224		1,459,194	1,907,774	1,459,194	1,459,194	1,915,774	1,459,194

The FY07 Budgeted amount in Regular Salaries exceeds the authorized amount due to a transfer of Board Member Stipends from Operating Expense to Regular Salaries.

Change Level by Appropriation

Appropriation:

226-History Commission-St Oprs

Funding Sources:

HGA Parks and Tourism - History Commission Account

Agency Request

Change Level		2007-2008	Pos	Cumulative	% of BL	2008-2009	Pos	Cumulative	% of BL
BL	Base Level	1,459,194	23	1,459,194	100.0	1,459,194	23	1,459,194	100.0
C01	Existing Program	262,620	4	1,721,814	118.0	285,620	4	1,744,814	119.5
C02	New Program	126,460	3	1,848,274	126.6	111,460	3	1,856,274	127.2
C08	Technology	59,500	0	1,907,774	130.7	59,500	0	1,915,774	131.2

Executive Recommendation

Change Level		2007-2008	Pos	Cumulative	% of BL	2008-2009	Pos	Cumulative	% of BL
BL	Base Level	1,459,194	23	1,459,194	100.0	1,459,194	23	1,459,194	100.0
C01	Existing Program	0	0	1,459,194	100.0	0	0	1,459,194	100.0
C02	New Program	0	0	1,459,194	100.0	0	0	1,459,194	100.0
C08	Technology	0	0	1,459,194	100.0	0	0	1,459,194	100.0

Justification

C01	Growth in public programming activities and the resulting increases in patronage create the need for additional funds in a variety of areas: office equipment maintenance (additional amount needed for 2008-2009 for new reader-printers purchased summer 2006 through ANCRC grant), vehicle maintenance (additional use results in more expense), conference/seminar expense, board member travel, office supplies, educational supplies, and archival photo supplies. Naturally, the acquisition of the Southwest Arkansas Regional Archives in Washington in 2005 and the opening of the Northeast Arkansas Regional Archives planned for spring 2008 generate greater activity in these areas. Both funds and personnel are necessary in order to support the increased needs.
C02	Beginning in the spring of 2008, the Arkansas History Commission will open the NorthEast Arkansas Regional Archives (NEARA) facility at Powhatan Historic State Park. NEARA will serve the northeastern portion of the state, much as the AHC's Southwest Arkansas Regional Archives (SARA) serves that section. SARA's area of emphasis is the original Hempstead County, which includes portions of twelve different counties. Likewise, NEARA will focus on the original Lawrence County. Lawrence County was created in 1815 and was among the State's first counties to be established. That county's records will comprise the core of the facility's research collection. The requested funds will enable the AHC to preserve and make available some of Arkansas's earliest official government documents, created while the Arkansas area was still a part of Missouri Territory. A regional archival facility, NEARA will be the result of a cooperative effort between the History Commission, Arkansas State Parks, and the Lawrence County Historical Society, and it is anticipated that the facility will host hundreds of researchers during its first months of operation. Without additional funding for initial start-up, operations, and positions, the History Commission will be unable to operate the new archive.
C08	The Arkansas History Commission (AHC) serves as the State Archives and is the State's largest archival institution and keeper of Arkansas's documentary heritage. The AHC's primary goals are to collect historical Arkansas material, encourage research in Arkansas history, broaden knowledge of the State's origins, and to preserve historical objects and archival materials important to the overall understanding of Arkansas history and culture. The History Commission hosts thousands of researchers in its public research room each year and receives hundreds of thousands of "hits" on its website. However, during its century-long existence, the AHC has devoted only a small amount of its budget to technology-related equipment and services. To bring the State Archives up to levels achieved by other states and meet today's ever-increasing demands by the public for information delivered via computer, the AHC must continually work to develop the AHC's website and databases. This provides greater research capabilities as well as offer digital images of original documents and museum objects to users in Arkansas and around the world. Increases in amounts spent for computer equipment/accessories, software, webpage development, and subscriptions to online databases of historical records, reflect those growing needs.

Analysis of Budget Request

Appropriation: 955 - History Commission-Cash in Treas

Funding Sources: NPT-History Commission-Cash in Treasury

This appropriation is utilized to provide for the operating expenses of the History Commission. Funding is derived from cash receipts generated from sales of microfilm, photographs, and photocopies.

The Agency's Change Level request for Operating Expenses totaling \$10,000 each year provides for additional film supplies and processing fees.

The Executive Recommendation provides for Base Level.

Appropriation Summary

Appropriation: 955 History Commission-Cash in Treas
Funding Sources: NPT-History Commission-Cash in Treasury

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	32,356	79,000	79,000	79,000	89,000	79,000	79,000	89,000	79,000
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	32,356	79,000	79,000	79,000	89,000	79,000	79,000	89,000	79,000
Funding Sources									
Fund Balance 4000005	25,582	30,979		12,652	12,652	12,652	14,326	4,326	14,326
Cash Fund 4000045	37,753	60,673		80,674	80,674	80,674	84,674	84,674	84,674
Total Funding	63,335	91,652		93,326	93,326	93,326	99,000	89,000	99,000
Excess Appropriation/(Funding)	(30,979)	(12,652)		(14,326)	(4,326)	(14,326)	(20,000)	0	(20,000)
Grand Total	32,356	79,000		79,000	89,000	79,000	79,000	89,000	79,000

Change Level by Appropriation

Appropriation: 955-History Commission-Cash in Treas

Funding Sources: NPT-History Commission-Cash in Treasury

Agency Request

Change Level		2007-2008	Pos	Cumulative	% of BL	2008-2009	Pos	Cumulative	% of BL
BL	Base Level	79,000	0	79,000	100.0	79,000	0	79,000	100.0
C01	Existing Program	10,000	0	89,000	112.6	10,000	0	89,000	112.6

Executive Recommendation

Change Level		2007-2008	Pos	Cumulative	% of BL	2008-2009	Pos	Cumulative	% of BL
BL	Base Level	79,000	0	79,000	100.0	79,000	0	79,000	100.0
C01	Existing Program	0	0	79,000	100.0	0	0	79,000	100.0

Justification

C01 The proposed budget reflects an increase of \$10,000/year for the cash fund's authorized spending. The cash fund comes from photocopying charges and fees for duplication of microfilm, photographs, maps, and other materials. With the addition of the facility at Powhatan and increases in availability of information on the Agency's website, the amount of revenue generated through sales is anticipated to increase. This money, in turn, will be used to purchase microfilm and photographic supplies for preservation purposes.

Appropriation Summary

Appropriation: 4HX NHPRC Grant
Funding Sources: FCH - History Commission National Publications/Records

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	1,508	0	0	0	0	0	0	0	0
Total	1,508	0	0	0	0	0	0	0	0
Funding Sources									
Federal Revenue 4000020	1,508	0		0	0	0	0	0	0
Total Funding	1,508	0		0	0	0	0	0	0
Excess Appropriation/(Funding)	0	0		0	0	0	0	0	0
Grand Total	1,508	0		0	0	0	0	0	0

THIS APPROPRIATION IS NOT REQUESTED FOR THE NEW BIENNIUM.