

# DAH - OLD STATE HOUSE COMMISSION

## Enabling Laws

Act 1605 of 2003 provides current operating authority for the Old State House Commission.

The Arkansas Commemorative Commission was created by Act 156 of 1947. Act 68 of 2001 changed the name of the Arkansas Commemorative Commission to the Old State House Commission (A.C.A. § 13-7-201 et seq.)

## History and Organization

### **Agency Mission Statement**

The mission of the Old State House Commission is to interpret the history of Arkansas from statehood to the present, to preserve the Old State House, and to collect and preserve artifacts that aid in that interpretation and preservation.

### **Brief Discussion of Statutory Responsibilities and Primary Activities**

The Arkansas Commemorative Commission was created by Act 156 of 1947 that 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 acquired by the State in 1974 and is administered as the Governor's Reception Hall and is a self-supporting rental facility.

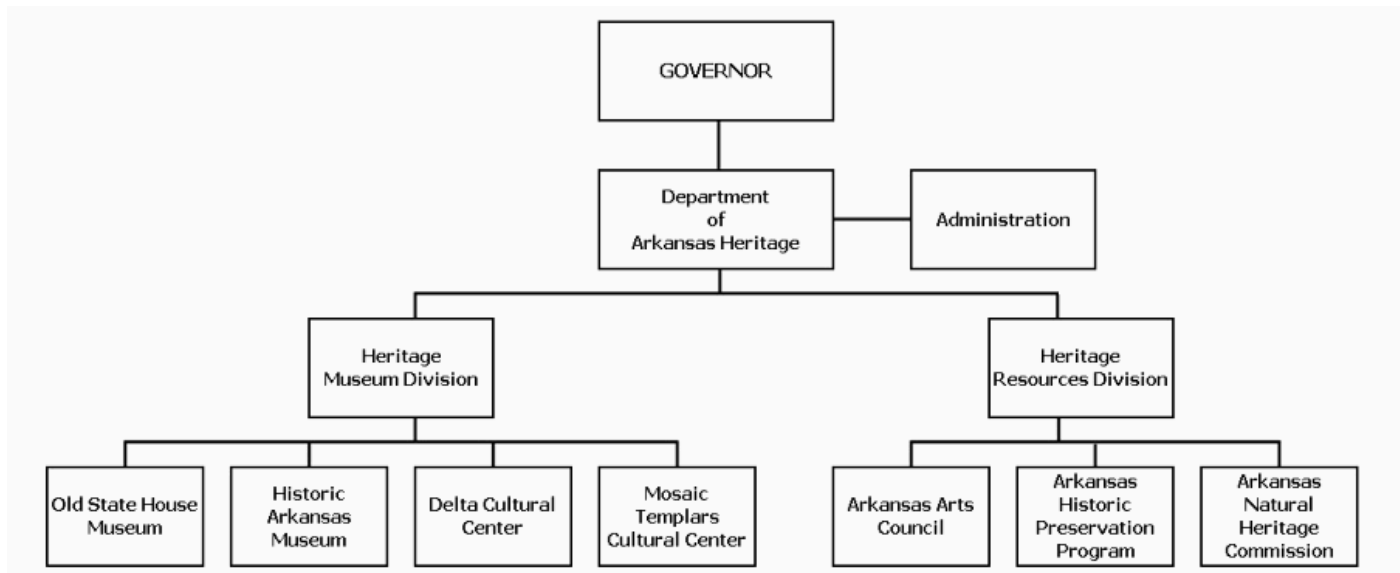
The Old State House is accredited by the American Association of Museums and provides a full complement of educational programs and interpretive exhibits on Arkansas's early statehood, 1836-1911. In addition to permanent exhibits, current exhibits include: John Barleycorn Must Die: The War Against Drink in Arkansas, and Send You Back to Arkansas: Our Own Sweet Sounds II. 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 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 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 and 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 page 25.

## Audit Findings

DIVISION OF LEGISLATIVE AUDIT  
 AUDIT OF :  
 DEPARTMENT OF ARKANSAS HERITAGE - OLD STATE HOUSE COMMISSION  
 FOR THE YEAR ENDED JUNE 30, 2003

Findings	Recommendations
Findings are reported in a single audit under DAH - Central Administration page 27.	

## Employment Summary

	Male	Female	Total	%
White Employees	7	10	17	81 %
Black Employees	1	3	4	19 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			4	19%
Total Employees			21	100 %

## Cash Fund Balance Description as of June 30, 2004

Fund Account	Balance	Type	Location
1010000	\$49,161	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.

### Revenue Receipts Cycle:

Funds are deposited in bank account on a daily basis.

### Fund Balance Utilization:

Funds are used for inventory restocking, and general 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 / Program Summary

Appropriation / Program	Historical Data						Agency Request and Executive Recommendation							
	2003-2004		2004-2005		2004-2005		2005-2006				2006-2007			
	Actual	Pos	Budget	Pos	Authorized	Pos	Agency	Pos	Executive	Pos	Agency	Pos	Executive	Pos
2JG Old State House-Treasury	74,991	0	204,625	0	204,625	0	204,625	0	204,625	0	204,625	0	204,625	0
492 Old State House-Operations	1,041,481	21	1,020,954	21	1,056,976	21	1,127,965	22	1,127,965	22	1,152,337	22	1,152,337	22
C16 Bank Charges Fund	758	0	5,060	0	0	0	5,060	0	5,060	0	5,060	0	5,060	0
<b>Total</b>	<b>1,117,230</b>	<b>21</b>	<b>1,230,639</b>	<b>21</b>	<b>1,261,601</b>	<b>21</b>	<b>1,337,650</b>	<b>22</b>	<b>1,337,650</b>	<b>22</b>	<b>1,362,022</b>	<b>22</b>	<b>1,362,022</b>	<b>22</b>

Funding Sources			%		%		%		%		%		%
Fund Balance	4000005	210,178	15.9	204,688	15.7			70,063	5.5	70,063	5.6	0	0.0
General Revenue	4000010	1,040,599	78.7	988,450	76.0			1,127,965	88.6	1,096,293	88.3	1,152,337	93.9
Cash Fund	4000045	70,259	5.3	75,060	5.8			75,060	5.9	75,060	6.1	75,060	6.3
Merit Adjustment Fund	4000055	0	0.0	32,504	2.5			0	0.0	0	0.0	0	0.0
M & R Sales	4000340	882	0.1	0	0.0			0	0.0	0	0.0	0	0.0
<b>Total Funds</b>		<b>1,321,918</b>	<b>100.0</b>	<b>1,300,702</b>	<b>100.0</b>			<b>1,273,088</b>	<b>100.0</b>	<b>1,241,416</b>	<b>100.0</b>	<b>1,227,397</b>	<b>100.0</b>
Excess Appropriation/(Funding)		(204,688)		(70,063)				64,562		96,234		134,625	
<b>Grand Total</b>		<b>1,117,230</b>		<b>1,230,639</b>				<b>1,337,650</b>		<b>1,337,650</b>		<b>1,362,022</b>	

Actual and Budgeted exceeds Authorized Appropriation (C16) due to a transfer from the Cash Fund Holding Account.

## **Analysis of Budget Request**

**Appropriation / Program:** 2JG - Old State House-Treasury

**Funding Sources:** NNH Cash in Treasury (Old State House)

This appropriation is funded from cash funds generated by rental receipts and donations for the Old Statehouse and Trapnall Hall. These funds provide for operating expenses and seven (7) extra help positions to support Old State House programs and activities.

The Agency is requesting unfunded appropriation in the event that income exceeds expected levels.

The Agency Request is for Base Level.

The Executive Recommendation provides for the Agency Request.

## Appropriation / Program Summary

**Appropriation / Program:** 2JG Old State House-Treasury  
**Funding Sources:** NNH Cash in Treasury (Old State House)

Commitment Item	Historical Data			Agency Request and Executive Recommendation					
	2003-2004 Actual	2004-2005 Budget	2004-2005 Authorized	2005-2006			2006-2007		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Extra Help 5010001	18,190	20,430	20,430	20,430	20,430	20,430	20,430	20,430	20,430
<b>#Extra Help</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
Personal Services Matching 5010003	1,399	1,575	1,575	1,575	1,575	1,575	1,575	1,575	1,575
Operating Expenses 5020002	34,194	109,895	109,895	109,895	109,895	109,895	109,895	109,895	109,895
Travel-Conference Fees 5050009	0	500	500	500	500	500	500	500	500
Professional Fees and Services 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	21,208	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
<b>Total</b>	<b>74,991</b>	<b>204,625</b>	<b>204,625</b>	<b>204,625</b>	<b>204,625</b>	<b>204,625</b>	<b>204,625</b>	<b>204,625</b>	<b>204,625</b>
<b>Funding Sources</b>									
Fund Balance 4000005	210,178	204,688		70,063	70,063	70,063	0	0	0
Cash Fund 4000045	69,501	70,000		70,000	70,000	70,000	70,000	70,000	70,000
<b>Total Funding</b>	<b>279,679</b>	<b>274,688</b>		<b>140,063</b>	<b>140,063</b>	<b>140,063</b>	<b>70,000</b>	<b>70,000</b>	<b>70,000</b>
Excess Appropriation/(Funding)	(204,688)	(70,063)		64,562	64,562	64,562	134,625	134,625	134,625
<b>Grand Total</b>	<b>74,991</b>	<b>204,625</b>		<b>204,625</b>	<b>204,625</b>	<b>204,625</b>	<b>204,625</b>	<b>204,625</b>	<b>204,625</b>

## **Analysis of Budget Request**

**Appropriation / Program:** 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. This appropriation provides General Revenue Funding for its personal services and operating expenses.

Due to limitations in Operating Expense, the Museum has been required to subsidize basic utilities, such as electricity, water, and gas from Conservation Tax funding. The Agency has done so under the authority granted by Amendment 75, fulfilling the Department's promise to the electorate - "To preserve more than 29,000 historic state artifacts."

Base Level for this appropriation includes graduated salary increases of 3% to 1.5% each year over FY05 salary levels, along with related Personal Services Matching for twenty-one (21) Base Level positions. This includes a \$600 minimum increase for employees earning \$20,000 or below. Included in Personal Services Matching is a \$40 increase in the monthly contribution for State employee's health insurance for a total State match of \$320 per month.

The Change Level Requests total \$71,672 in FY06 and \$72,506 in FY07. The Agency's request reflects the following changes:

Additional Salary and Matching costs totaling \$31,672 in FY06 and \$32,506 in FY07 for one new position, a Museum Registrar position to maintain a collection of over 11,000 historic artifacts. This position is requested in response to a 2002 Legislative Audit recommendation citing the Agency's inability to reconcile the collection value with the AASIS asset value. Currently, no Museum Registrar position exists in this Agency.

Additional Operating Expense costs totaling \$40,000 each fiscal year to provide for the increased costs of heating, ventilation, and air conditioning necessary to maintain a stable environment for the Museum's collection of artifacts.

The Executive Recommendation provides for the Agency Request, with the exception of General Revenue funding for the Museum Registrar position. This position is recommended as unfunded.

## Appropriation / Program Summary

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

Commitment Item	Historical Data			Agency Request and Executive Recommendation					
	2003-2004 Actual	2004-2005 Budget	2004-2005 Authorized	2005-2006			2006-2007		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	634,374	638,416	641,730	659,625	683,053	683,053	679,436	703,566	703,566
<b>#Positions</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>22</b>	<b>22</b>	<b>21</b>	<b>22</b>	<b>22</b>
Extra Help 5010001	32,808	37,902	37,902	37,902	37,902	37,902	37,902	37,902	37,902
<b>#Extra Help</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>
Personal Services Matching 5010003	183,463	193,443	187,133	207,573	215,817	215,817	211,300	219,676	219,676
Operating Expenses 5020002	190,836	151,193	190,211	151,193	191,193	191,193	151,193	191,193	191,193
Travel-Conference Fees 5050009	0	0	0	0	0	0	0	0	0
Professional Fees and Services 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>1,041,481</b>	<b>1,020,954</b>	<b>1,056,976</b>	<b>1,056,293</b>	<b>1,127,965</b>	<b>1,127,965</b>	<b>1,079,831</b>	<b>1,152,337</b>	<b>1,152,337</b>
<b>Funding Sources</b>									
General Revenue 4000010	1,040,599	988,450		1,056,293	1,127,965	1,096,293	1,079,831	1,152,337	1,119,831
Merit Adjustment Fund 4000055	0	32,504		0	0	0	0	0	0
M & R Sales 4000340	882	0		0	0	0	0	0	0
<b>Total Funding</b>	<b>1,041,481</b>	<b>1,020,954</b>		<b>1,056,293</b>	<b>1,127,965</b>	<b>1,096,293</b>	<b>1,079,831</b>	<b>1,152,337</b>	<b>1,119,831</b>
Excess Appropriation/(Funding)	0	0		0	0	31,672	0	0	32,506
<b>Grand Total</b>	<b>1,041,481</b>	<b>1,020,954</b>		<b>1,056,293</b>	<b>1,127,965</b>	<b>1,127,965</b>	<b>1,079,831</b>	<b>1,152,337</b>	<b>1,152,337</b>

The FY05 Budgeted amount in Personal Services Matching exceeds the authorized amount due to matching rate adjustments during the 2003-2005 biennium.

Actual exceeds Authorized Appropriation in Operating Expense due to a transfer from Marketing & Redistribution.



## Change Level by Appropriation

**Appropriation / Program:** 492-Old State House-Operations

**Funding Sources:** HRA Arkansas Heritage Fund

### Agency Request

Change Level		2005-2006	Pos	Cumulative	% of BL	2006-2007	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	<b>1,056,293</b>	<b>21</b>	<b>1,056,293</b>	<b>100.0</b>	<b>1,079,831</b>	<b>21</b>	<b>1,079,831</b>	<b>100.0</b>
C01	Existing Program	71,672	1	1,127,965	106.7	72,506	1	1,152,337	106.7

### Executive Recommendation

Change Level		2005-2006	Pos	Cumulative	% of BL	2006-2007	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	<b>1,056,293</b>	<b>21</b>	<b>1,056,293</b>	<b>100.0</b>	<b>1,079,831</b>	<b>21</b>	<b>1,079,831</b>	<b>100.0</b>
C01	Existing Program	71,672	1	1,127,965	106.7	72,506	1	1,152,337	106.7

### Justification

C01	The Old State House Museum is a National Historic Landmark and cares for a collection of over 11,000 fragile artifacts, many of which are exhibited in the 168 year-old historic building. We are submitting a request to restore the museum's general revenue budget to cover costs associated with maintaining a stable environment for the sensitive artifacts and the historic structure in which they are exhibited. The increased cost of utilities needed for heating, ventilation and air conditioning make this necessary. NEW POSITION: One (1) Museum Registrar to maintain a collection of over 11,000 historic artifacts. This position is requested in response to a 2002 Legislative audit recommendation citing the Agency's inability to reconcile the collection value with the AASIS asset value. Currently, there is no Museum Registrar position with this Agency, a position of critical importance for a Museum of this size and caliber.
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## **Analysis of Budget Request**

**Appropriation / Program:** C16 - Bank Charges Fund

**Funding Sources:** 112 Old State House 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 Old State House Museum.

Actual expenses presented here do not reflect A-Book expenses reported by AASIS due to journal entry errors assigning these expenditures to Non-Budget Relevant expense codes. In the future, all but reconciling items on bank accounts will be recorded prior to June 30, thereby resolving this issue.

The Agency Change Level Requests total \$5,060 each year for additional Operating Expense. These requests were previously approved through PEER review.

The Executive Recommendation provides for the Agency Request.

## Appropriation / Program Summary

**Appropriation / Program:** C16 Bank Charges Fund  
**Funding Sources:** 112 Old State House Bank Charges Fund

Commitment Item	Historical Data			Agency Request and Executive Recommendation					
	2003-2004 Actual	2004-2005 Budget	2004-2005 Authorized	2005-2006			2006-2007		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses 5020002	758	5,060	0	0	5,060	5,060	0	5,060	5,060
Total	758	5,060	0	0	5,060	5,060	0	5,060	5,060
<b>Funding Sources</b>									
Cash Fund 4000045	758	5,060		0	5,060	5,060	0	5,060	5,060
Total Funding	758	5,060		0	5,060	5,060	0	5,060	5,060
Excess Appropriation/(Funding)	0	0		0	0	0	0	0	0
Grand Total	758	5,060		0	5,060	5,060	0	5,060	5,060

Actual and Budgeted exceeds authorized appropriation in Operating Expense due to a transfer from the Cash Fund Holding Account.

## Change Level by Appropriation

**Appropriation / Program:** C16-Bank Charges Fund

**Funding Sources:** 112 Old State House Bank Charges Fund

### Agency Request

Change Level		2005-2006	Pos	Cumulative	% of BL	2006-2007	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	0	0	0	x	0	0	0	x
C01	Existing Program	5,060	0	5,060	x	5,060	0	5,060	x

### Executive Recommendation

Change Level		2005-2006	Pos	Cumulative	% of BL	2006-2007	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	0	0	0	100.0	0	0	0	100.0
C01	Existing Program	5,060	0	5,060	100.0	5,060	0	5,060	100.0

### Justification

C01	This request is for a new appropriation in regard to the agency's cash in bank. The cash will be certified from activity of sales from the museum's store. The cash will be in a non-AASIS bank account due to the issues with credit card sales. The appropriation is needed to accurately record expenses related to bank fees, credit card fees, and sales tax.
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