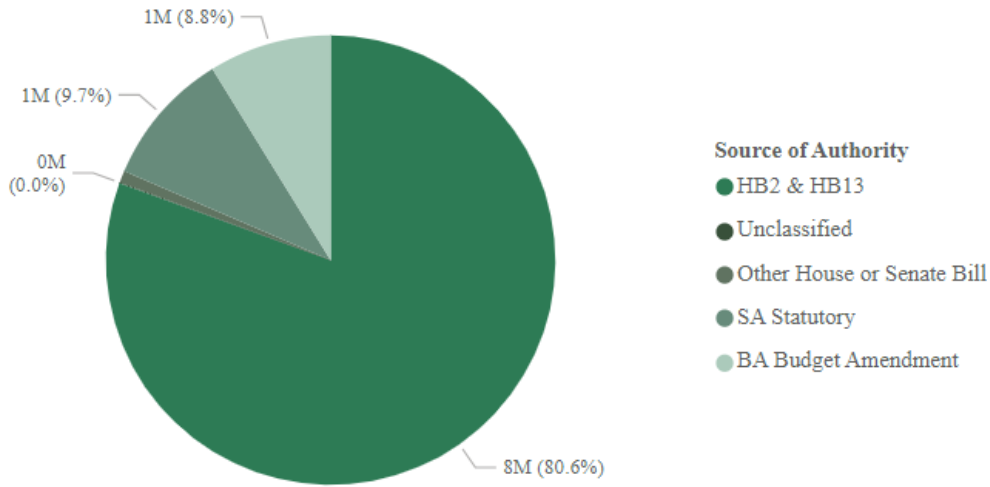


MONTANA HISTORICAL SOCIETY

TOTAL APPROPRIATION AUTHORITY

The total appropriation authority for the Montana Historical Society (MTHS) is shown in the pie chart below. HB 2 and HB 13 provide 80.9% of the total authority for this agency. All types of appropriation authority for this agency are described below, including total budget and the percent expended by source of authority.

Total Modified Budget by Source of Authority



Source of Authority	Modified Budget	Expended Budget	% Expended
HB2 & HB13	8,254,218	4,130,822	50.0%
BA Budget Amendment	902,376	160,235	17.8%
Other House or Senate Bill	88,200	9,217	10.5%
SA Statutory	994,537	347,075	34.9%
Unclassified	3,463	4,647,349	45.4%
Total	10,242,794	4,647,349	45.4%

Statutory Appropriations

Statutory appropriations in the Montana Historical Society total approximately \$995,000 in FY 2024, which amounts to 9.7% of the total appropriation authority. Statutory appropriation authority includes the following state special revenue funds:

- Sites and signs state special revenue fund: \$809,000, which is 31.2% expended. The MTHS is working with the Governor’s Office on a plan to expend all of these funds by the end of the fiscal year
- Montana Historical Society membership state special revenue fund: \$108,000, which is 83.5% expended
- Lewis and Clark license plates state special revenue fund: \$63,000, which is 0.0% expended
- Original Governor’s Mansion state special revenue fund: \$3,000, which is 2.7% expended

Budget Amendments

The MTHS has approximately \$902,000 in budget amendment authority in FY 2024. Significant budget amendments include:

- A grant from the National Endowment for the Humanities of approximately \$350,000 for upgrades to the heating, ventilation, and air conditioning (HVAC) system in order to improve the overall efficiency for preserving collections in the current MTHS and to offset the cost of the HVAC system for the Heritage Center project. \$0 of this grant has been expended as of February 29, 2024
- A grant from the National Endowment for the Humanities for the digitization of Montana newspapers. This project has been completed as of December 2023. \$141,000 of federal funds are authorized for this program, of which \$52,000 have been expended
- \$107,000 of federal funds for the continuation of state historic preservation services and grants to cities and counties throughout Montana, of which \$0 has been expended as of February 29, 2024
- \$94,000 of federal grant funds for the installation of compact storage units, treatment of historic windows, improvements to the heating ventilating, and air conditioning system, and related fundraising costs for the Montana Heritage Center. Of these funds, \$36,000, or 36.2%, have been expended as of February 29, 2024
- \$100,000 of additional authority for the Education Program was added in November 2023 to cover expenditures related to the 50th Annual Montana History Conference. This amendment appropriated \$100,000 for FY 2024, and \$100,000 for FY 2025. Additional enterprise funds were necessary for a larger conference than is typical. Approximately \$51,000, or 51.2% of these appropriations have been expended as of February 29, 2024

Other Bills

The Montana Historical Society has approximately \$88,000 of appropriation authority in other bills in FY 2024. There was \$58,000 general fund authority granted from HB 377 to establish the Montana 250th Commission, which will coordinate efforts to celebrate the United States Semiquincentennial. An additional \$30,000 state special revenue authority was granted by HB 9's cultural and aesthetic grant funds for the care and conservation of the capitol complex artwork. As of the end of February, approximately \$9,000, or 15.9%, of federal grant authority has been expended.

Unclassified

Per 39-71-403(1)(b)(iv), MCA, when workers' compensation premiums are lower than the previous year, state agencies shall reduce personal service appropriations by the amount of the premium reduction. To track the changes in appropriation authority, total appropriations are not reduced, instead the Governor's Office of Budget and Program Planning (OBPP) requires state agencies to:

- Reduce HB 2, statutory, and proprietary appropriations
- Create a separate offsetting entry on the financial statements in the same amount using an identifying number for workers' compensation entries (shown in the Total Appropriation Authority figure above as "Unclassified")

The offsetting entries are identified as “frozen” appropriations, which means the appropriations will not be spent unless authorized by OBPP. Total MTHS personal service budget has been reduced by \$3,463 and has an offsetting unclassified appropriation of a like amount.

HB 2 BUDGET MODIFICATIONS

The following chart shows the HB 2 budget as passed by the legislature, including the pay plan, and the HB 2 modified budget from December 1, 2023, through February 29, 2024. Net modifications to the budget include operating plan changes from one expenditure account to another, program transfers, reorganizations, and agency transfers of authority. The **positive modifications** and **negative modifications** are shown by program, expenditure account, and fund type.

Legislative Budget Compared to Modified Budget - HB 2 Only

	HB 2 Budget	Modified Budget	Net Modifications
Historical Society	8,257,681	8,254,218	-3,463
01 ADMINISTRATION PROGRAM	2,615,903	2,674,149	58,246
02 RESEARCH CENTER	1,838,326	1,838,326	
03 MUSEUM PROGRAM	1,431,922	1,431,922	
04 PUBLICATIONS PROGRAM	623,309	623,309	
05 EDUCATION	635,824	635,824	
06 HISTORIC PRESERVATION PROGRAM	1,112,397	1,050,688	-61,709
Total	8,257,681	8,254,218	-3,463

Expenditure Type	HB 2 Budget	Modified Budget	Net Modifications
61000 Personal Services	5,084,085	5,170,622	86,537
62000 Operating Expenses	2,667,729	2,577,729	-90,000
63000 Equipment & Intangible Assets	96,010	96,010	
66000 Grants	87,120	87,120	
69000 Debt Service	322,737	322,737	
Total	8,257,681	8,254,218	-3,463

Fund Type	HB 2 Budget	Modified Budget	Net Modifications
01 General	4,442,675	4,440,172	-2,503
02 State/Other Spec Rev	1,914,920	1,914,642	-278
03 Fed/Other Spec Rev	982,946	982,345	-601
06 Enterprise	917,140	917,059	-81
Total	8,257,681	8,254,218	-3,463

The Montana Historical Society had several HB 2 budget modifications between December 1, 2023, and February 29, 2024. \$90,000 was moved between Operating Expenses and Personal Services accounts to pay for 1.40 existing modified FTE needed in the 2025 biennium. Approximately \$62,000 in authority was transferred from the Historic Preservation Program to the Administration Program when 1.00 FTE of a grant accountant position was moved between programs. The position was determined to be better suited in the administration program to provide better support and cross-training of position duties. Approximately \$3,500 of authority was also reduced in the administration program and in various funds in order to establish worker’s

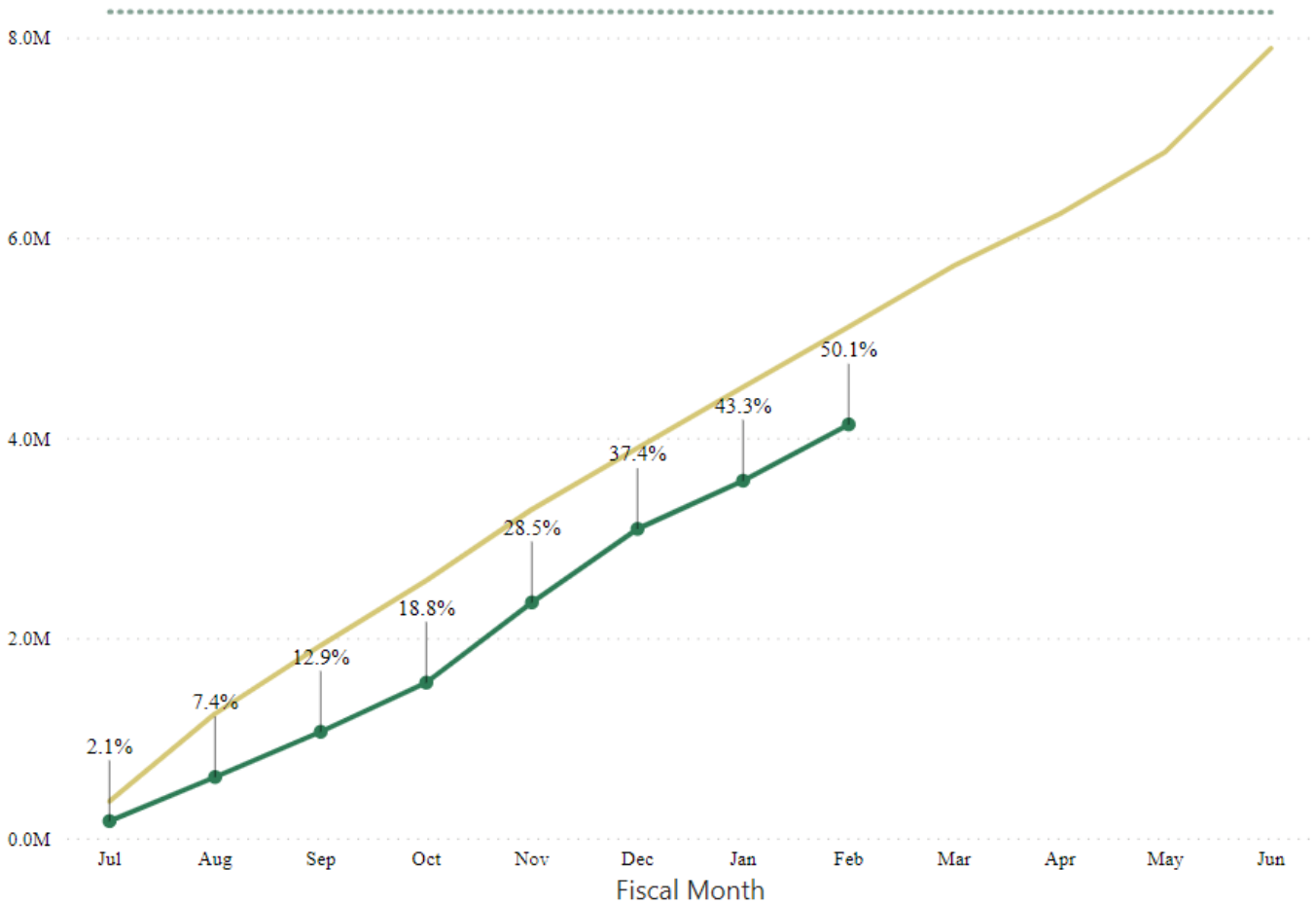
compensation premium savings “frozen” authority for FY 2024. This is discussed in more detail in the “Unclassified” section above.

HB 2 APPROPRIATION AUTHORITY

The following chart shows the appropriated budget for the agency compared to expenditures through February 29, 2024.

Monthly Expenditures Compared to Historical Average

● FY 2024 Budget ● Cumulative Monthly FY 2024 Expenditures ● Cumulative Historical Monthly Average Expended



Program Name	Modified Budget	Expended Budget	% Expended
☐ 01 ADMINISTRATION PROGRAM	2,674,149	1,177,695	44.0%
☐ 02 RESEARCH CENTER	1,838,326	837,456	45.6%
☐ 03 MUSEUM PROGRAM	1,431,922	832,142	58.1%
☐ 04 PUBLICATIONS PROGRAM	623,309	382,682	61.4%
☐ 05 EDUCATION	635,824	287,177	45.2%
☐ 06 HISTORIC PRESERVATION PROGRAM	1,050,688	613,670	58.4%
Total	8,254,218	4,130,822	50.0%

Expenditure Type	Modified Budget	Expended Budget	% Expended
☐ Personal Services	5,170,622	2,597,849	50.2%
☐ Operating Expenses	2,577,729	1,119,774	43.4%
☐ Equipment & Intangible Assets	96,010	106,810	111.2%
☐ Grants	87,120	44,906	51.5%
☐ Debt Service	322,737	261,482	81.0%
Total	8,254,218	4,130,822	50.0%

Fund Type	Modified Budget	Expended Budget	% Expended
☐ 01 General	4,440,172	2,388,503	53.8%
☐ 02 State/Other Spec Rev	1,914,642	718,148	37.5%
☐ 03 Fed/Other Spec Rev	982,345	584,872	59.5%
☐ 06 Enterprise	917,059	439,300	47.9%
Total	8,254,218	4,130,822	50.0%

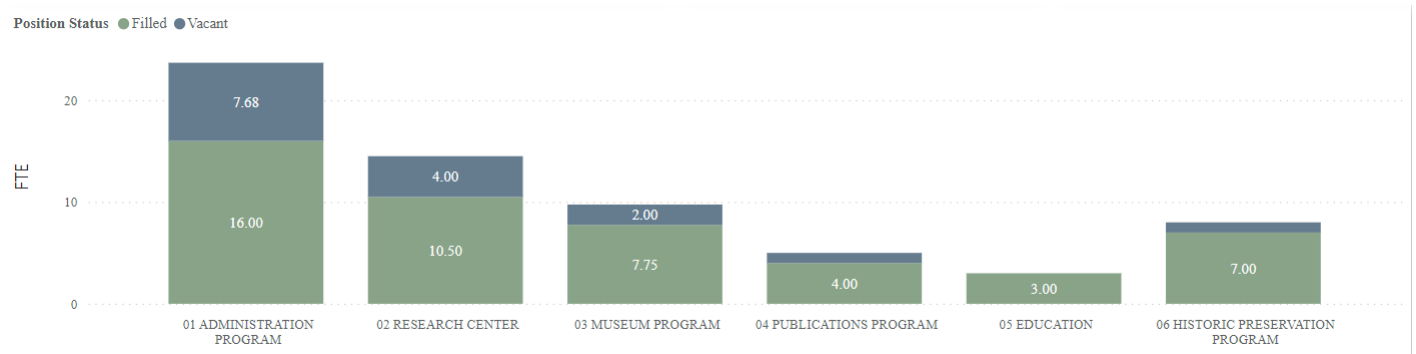
The Montana Historical Society expended 50.0% of its \$8.3 million HB 2 modified budget through February 29, 2024. Expenditures have been substantially lower than the five-year Olympic average of 61.9% (the Olympic average is the average of the percent expended for the most recently completed seven years with the exclusion of the highest and lowest numbers during this period).

A portion of the spending percentage differences in FY 2024 is due to a larger budget. Although there have been less expenditures on operating expenses and grants than is typical, higher expenditures on personal services and debt services brings overall spending in FY 2024 close to \$280,000 higher than what was expended at this point in the previous year. Budget increases for personal services and operating expenses of approximately \$1.4 million and \$681,000, respectively, in FY 2024 also mean that smaller portions of those budgets are expended if spending is typical.

High expenditures in Equipment & Intangible Assets are due to a multitude of small asset acquisitions that may not meet asset criteria being coded as assets. This may occur if smaller parts of large collections are purchased after a large initial purchase. MTHS staff is working to clean up and reclassify these purchases, and is expecting to post journal entries that will move purchases between Equipment & Intangible Assets and Operating Expenses.

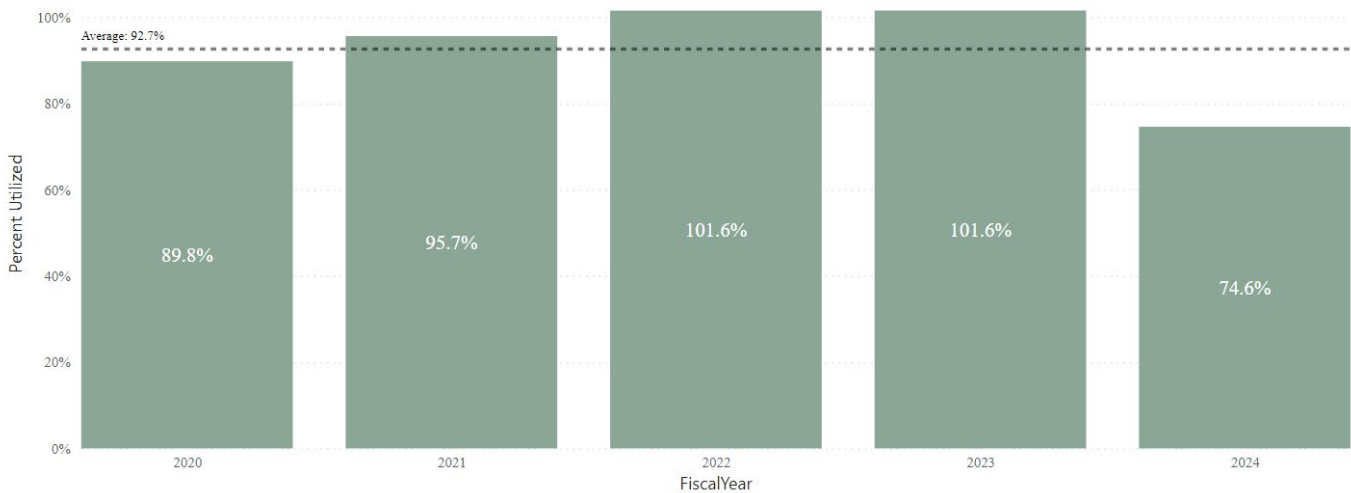
Personal Services

Appropriations for personal services in the Montana Historical Society total \$5.2 million and are 50.2% expended through February 29, 2024. The department has 63.93 HB 2 FTE, excluding aggregate and elected official positions, and 75.5% of these positions were filled as of February 1, 2024. These figures include new positions added for FY 2024, many of which the agency is not able to fill as they were directed to delay hiring until later in the biennium. The following chart shows the filled and vacant FTE within the agency as of February 1, 2024.



Due to reorganization and the construction of the new Heritage Center building, many positions were directed to be hired later in the fiscal year. These positions are currently in the hiring process, and are discussed more below. The department has also recently experienced some turnover and is expecting to replace several recently vacated positions.

The chart below shows the hourly utilization percentage for the MTHS between July 1 and February 1 for each fiscal year. Overall, the department has utilized 74.6% of the hours budgeted for FY 2024, as shown in the chart below. The lower utilization percentage in the agency is due to the newly created positions which have not yet been hired, and some recent turnover within the agency.



The chart below shows the vacant FTE by job type. As of February 1, 2024, 15.68 FTE were vacant. In January and February the Historical Society had a setback with their HR staff resources and experienced delays in

getting jobs posted and recruited. They are now working with Department of Administration staff to get currently vacant jobs recruited. Due to these delays, the MTHS expects that it will not spend down all funds allocated to currently vacant positions, but does expect to fill all currently vacant full-time FTE by the end of the fiscal year.

Vacant Positions Report

DEPT NUM/NAME	FTE	Median Months Vacant	Market Midpoint (Hourly)
⊖ 51170 HISTORICAL SOCIETY	15.68	7.05	27.12
⊖ 01 ADMINISTRATION PROGRAM	7.68	7.05	22.40
Accounting Technician 2	0.68	11.64	20.30
Facilities Specialist 2	1.00	7.05	30.83
Grants Contracts Coordinator 1	1.00	6.75	24.51
Human Resources Specialist 2	1.00	7.05	42.24
IT Systems Support 2	1.00	7.05	31.02
Security Guard 1	3.00	7.05	18.51
⊖ 02 RESEARCH CENTER	4.00	10.49	26.61
Archivist 2	1.00	35.90	26.89
Librarian 1	2.00	8.95	26.33
Project Management Specialist1	1.00	7.05	32.96
⊖ 03 MUSEUM PROGRAM	2.00	7.05	27.35
Historian 2	2.00	7.05	27.35
⊖ 04 PUBLICATIONS PROGRAM	1.00	1.08	30.33
Graphic Designer 2	1.00	1.08	30.33
⊖ 06 HISTORIC PRESERVATION PROGRAM	1.00	4.39	27.35
Historian 2	1.00	4.39	27.35
Total	15.68	7.05	27.12