



Heritage Square Foundation  
Finding aid for  
Heritage Square Foundation Board Meeting Minutes  
Date range: 1980 - present

Finding Aid created by Jennifer Hance and Nancy Burnett, 2023  
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**Summary Information:**

Creator: The Heritage Square Foundation

Extent: 4 linear feet

Abstract: The meeting minutes of the Heritage Square Foundation Board, Executive Committee and Guild from the time the Rosson House Restoration was completed in 1980 to the present. This is an active archive with new records being added each year.

Language: The material is in English

**Access and Use:**

Acquisition Information: This assortment of records was collected and processed in 2023. Each year, records from the Executive Board and the Community Board will be added to keep the archive current.

Access Restrictions: The record group is open to research.

Copyright: Copyright remains with Heritage Square Foundation.

Cite as: [item], series, folder, Heritage Square Foundation.

**Background Information:**

Heritage Square Foundation is a non-profit 501(c)3 organization dedicated to preserving and sharing the stories, collection, historic buildings and grounds of Heritage Square, serving as a relevant, engaging, and inclusive community resource and as a tangible connection to our diverse local history. It operates the Rosson House Museum and manages the tenants in the other historic buildings on behalf of the City of Phoenix Parks and Recreation Department.

Heritage Square Foundation Board is the successor to the Rosson House Restoration Committee and began operations in 1980. The Board went through several name changes before settling on the Rosson House - Heritage Square Foundation Board. In September 1981, the Heritage Square Foundation Guild was formed to manage the robust corps of volunteers and Guild programming at the Square. The Heritage Square Foundation Board managed the finances, fund raising and oversaw daily operations. Intermittently, an Executive Committee met. By 2002, the Guild and the Foundation merged into the Rosson House - Heritage Square Foundation and Guild. In 2015, the unified organization was incorporated as Heritage Square Foundation, Inc. In 2021, the Board split into 2 – an Executive Board to conduct the business of the Foundation and a Community Board which acts as a non-voting advisory board. The meeting minutes of all three boards are included in this archive.

## **Scope and Content and Arrangement:**

Scope and Content: The meeting minutes Heritage Square Foundation is made up of three series: the Heritage Square Foundation Board from 1980 to the present, the Executive Committee which met intermittently during that time and the Rosson House - Heritage Square Foundation Guild Advisory Committee from 1981 until 2002. Minutes are grouped by fiscal year which runs from July through June. These records are kept in a fireproof cabinet in collections storage.

## **Subject Terms:**

Subjects:

- Rosson House
- Heritage Square
- Phoenix History
- Non-profit board
- Non-profit governance

## **Related Materials:**

The Rosson House Restoration Committee archive documents the project to restore the Rosson House through meeting minutes, reports, financial statements, and photographs. The Heritage Square Foundation Board picks up where the Rosson House Restoration Committee leaves off.

Other materials in the historical society holdings may relate to the topics in this archive. See the archivist for further research assistance.

## **Contents listing:**

Series 01: Rosson House - Heritage Square Foundation Board Meeting Minutes

From 2023.01.01.F001 starting 1/29/1980 to 2023.01.F063 ending 4/17/2023 and ongoing

Series 02: Heritage Square Foundation Executive Committee Meeting Minutes

From 2023.01.02.F01 starting 6/19/1980 to 2023.01.02.F.26 ending 3/29/2022

Series 03: Rosson House - Heritage Square Foundation Guild Advisory Board Meeting Minutes

From 2023.01.03.F01 starting 1982 to 2023.01.03.F17 ending 5/3/2006