



BOARD OF ALDERMEN
CITY OF SAINT LOUIS
MISSOURI

DAVID W. SWEENEY
CLERK / LEGAL COUNSEL
ST. LOUIS BOARD OF ALDERMEN

January 2, 2013

Mr. Bayard Clark
Chief Financial Officer
Missouri History Museum
P.O. Box 11940
St. Louis, MO 63112

Re: Request for documents under the authority of Resolution #200

Dear Mr. Clark:

I am sending this letter at the request of Alderman Joseph Roddy. Alderman Roddy, as Chairman of the Board of Aldermen Parks and Environmental Matters Committee, is requesting the following documents under the authority of Resolution #200 (enclosed) which was passed unanimously by the Board of Aldermen on December 14, 2012. Chairman Roddy is requesting that the following documents be forwarded to me no later than January 11, 2013, as he has tentatively scheduled a Parks and Environmental Matters Committee for January 15, 2013.

- 1. It has been reported that a senior Missouri History Museum employee was confronted by a security guard for violating procedures for removing items from the museum. Please provide the security tape of incident, the name and contact information of the security guard involved in the incident, and the policy governing removing items from the museum before and after this incident.**
- 2. It has been reported that a senior staff person was observed shredding documents on a Sunday morning. Please provide the name of this employee who was doing the shredding, the names of any employees who witnessed the shredding, and the former employee who assisted with the shredding**
- 3. Please provide a list of names of all employees who have terminated their employment, either voluntarily or involuntarily since January 1, 2000, with the last known address of each individual. Please provide copies of all pleadings, requests for disclosure, rulings, etc. from all lawsuits in which the Museum or the Subdistrict**

were a party. It has been reported that the museum has terminated employees and have entered into Confidentiality Agreements. Please provide a list of all employees that the museum has entered into this type of agreements, or have otherwise engaged in any type of post termination legal action, with a copy of each such agreement. Please provide a list of all payments to employees, at or subsequent to their departure, whether the employee in question, left, either voluntarily or involuntarily, since January 1, 2000, setting forth the amount of each such payment.

4. For the last 10 years, or as indicated, please provide the following:
 - A. Trustee meeting minutes.
 - B. Executive Committee minutes from 1997 to present.
 - C. Subdistrict Commission meeting minutes.
 - D. Executive Compensation committee meeting minutes from 1997 to present.
 - E. All other committee meeting minutes.
 - F. All employment agreements in effect with Dr. Archibald since 1997.
 - G. All studies performed by Bryan Cave used by the Executive Compensation Committee in considering Dr. Archibald's compensation level, unless attached to the Executive Compensation Committee minutes.
 - H. All Conflict of Interest Policies that were in place during this time period.
 - I. All Conflict of Interest statements from trustees, commissioners and employees from 2000 to present.
 - J. Any files that relate to conflict of interests, minutes, disclosures, or other documents.
 - K. All versions of Employee Handbook that were in effect during this time period.
 - L. Financial statements for each year since 1997.
 - M. Annual reports of the Missouri Historical Society, or Missouri History Museum, and History Museum Subdistrict.
 - N. 990's for each year from 1997 to present.
 - O. Dr. Archibald's expense and travel records.
 - P. Year by year listing since 1997 of Dr. Archibald's salary and all other compensation along with the time he had for vacation and writing.
 - Q. Copies of all retirement plans in effect for Museum employees since 2000.
 - R. Any bylaws in effect during this period.
 - S. All reports, certifications supporting Dr. Archibald's unused vacation time.

T. Copies of all diaries, daybooks, appointment books maintained by, or on behalf of Dr. Archibald since 1997.

5. Reconciliation of all vacation days earned, used, and rolled over by year FOR Dr. Archibald.

6. Explanation of the process used and supporting documentation for crediting of vacation days to Dr. Archibald.

7. Explanation of the process used and supporting documentation used for monitoring "writing time" for Dr. Archibald.

8. List by date of publication all papers, articles, books authored by Dr. Archibald since 1997. Provide the name of the publication in which the article appeared, the location where the paper was delivered, and publisher of any book written by Dr. Archibald.

9. Missouri History Museum Table of Organization.

10. List of Board of Trustee's and their committee assignment.

11. Please provide a copy of the agreement between the Subdistrict and the Missouri Historical Society and amendments thereto that was in effect from 2000 to 2012. Please provide a copy of the new contract referred to as the "Danforth Agreement" along with all communications with the parties, Senator Danforth or any attorney involved in the negotiations prior to adoption of the Danforth plan. This will include all communications between the attorney for the Subdistrict and the attorneys for the Missouri Historical Society. Include all minutes of meetings of the boards of the Subdistrict and Missouri Historical Society or any committee thereof where negotiations involving the negotiation, or adoption of the Danforth Plan.

12. Most recent lease of property located at 225 South Skinker.

13. Most recent sublease of main building on Lindell in Forest Park.

14. Dates when employees were put on probation with explanation of that action and letters of reprimand associated with probation since 2000.

15. Written material with respect to the Loop Trolley submitted to any committee or the board.

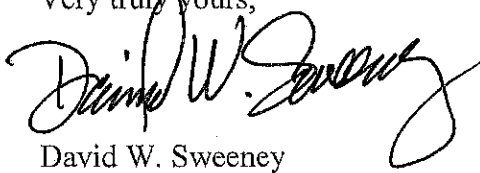
16. Minutes of the meetings of the Loop Trolley board while Dr. Archibald was chairman.

17. Written material with respect to the purchase of additional property on Skinker submitted to any committee or the board.

18. Contracts with any lobbyists or consultants.

Please do not hesitate to contact me if you have any questions and/or concerns.

Very truly yours,

A handwritten signature in black ink, appearing to read "David W. Sweeney". The signature is written in a cursive style with a large, sweeping flourish at the end.

David W. Sweeney

Enclosures (1)