

LACEY HISTORICAL COMMISSION MEETING MINUTES

December 17, 2014, 6:00 p.m.
Lacey City Hall, Council Chambers

PRESENT

Commission: Yasemin Alptekin, Kimberley Bauman, Shirley Binkley, Fermnell Dowell III, Erich Ebel, Amber Granger and Kristina Trebil.

Excused: None.

Staff: Lori Flemm, Parks & Recreation Director and Erin Quinn Valcho, Museum Curator.

Historical Society: Michael O'Keefe.

Public: James Holcomb.

The meeting was called to order at 6:01 p.m. by Kimberley Bauman, Chair.

AGENDA

Item 7b, Celebrate Lacey Days, under calendar of events and 9h, Media Reproduction Policy effective date, under new business, were added to the agenda.

MINUTES

The November 19, 2014 minutes were approved as written and placed on record.

ANNOUNCEMENTS

- a. Ms. Quinn Valcho announced that it was reported in the paper that the City of Lacey was awarded a Thurston County Heritage grant for 2015 for the walking tour brochure. She expects the official award notice soon.
- b. Ms. Quinn Valcho announced that new CLG Coordinator, Kim Gant, is available to provide free training to the Commission on a topic of their choice.
- c. Ms. Flemm announced that the current free storage of the cabin logs was coming to an end and a new storage location must be secured by January 10th. Thankfully, Wade Duffy, Building Official for the City of Lacey found another storage location for the logs in the Meridian Campus area. They will be moved the week of January 6th after they are surveyed for their condition. Ms. Binkley continues her research on the cabin and the question has arisen of their historical value if the integrity or accuracy of its history cannot be identified or verified.

PUBLIC COMMENT

Lacey Historical Society (LHS). Michael O'Keefe reported:

- The main focus of the LHS is currently the Thurston County Through the Decades event that will take place on May 9 at Huntamer Park and will cover the time period 1950-1975. Mr. O'Keefe thanked the LHC and the City for supporting the event.

CORRESPONDENCE

There was no correspondence.

CALENDAR OF EVENTS

- a. Ms. Flemm noted that there was a change to the City Council work session from February 19th to February 5th.
- b. Celebrate Lacey Days. Ms. Bauman announced that the Lacey Chamber, in conjunction with the City of Lacey, is planning to expand the 4th of July fireworks and the South Sound BBQ to a week-long celebration from July 3 to July 11th, 2015. Ms. Bauman proposed that the Commission and Museum become involved by moving the August museum event to occur during this week. It was decided by the Commission that the Event Sponsorship Committee would be disbanded and become the Celebrate Lacey Days Committee. It will consist of all Commissioners except Mr. Dowell.

OLD BUSINESS

- a. LHC 2014 Work Plan Status. Commissioners reviewed and updated the 2014 work plan. Any changes to the work plan through the end of the year should be emailed to Ms. Flemm. Adoption was tabled until January.
- b. 2015 LHC Work Plan. Commissioners reviewed and updated the 2015 work plan. Celebrate Lacey Days, the Walking Tour brochure and the CLG Grant were added. One or more Commissioners were assigned to each item on the work plan. Wording was modified for several items and some components were deleted. Adoption was tabled until January.
- c. Review draft 2014 accomplishments. Mr. Ebel asked that the sentence about the rack card be changed to past tense since it is complete. Adoption was tabled until January so that Ms. Valcho can have time to change the statistics to reflect information through the end of the year.
- d. Rack Card: Mr. Ebel presented the final rack card. Commissioners made the following comments and suggestions:
 - a. The size is smaller than a standard rack card. The size was chosen for cost-effectiveness (can fit three to a standard page) but they will fit in the racks and be able to be seen.
 - b. There was a question about why the colors were chosen.
 - c. Concern was expressed over the use of "its" in the tagline.
 - d. Kudos to Sandy Boyce of Public Affairs for taking such great photos of the museum exhibits.

A rack card slicing party was scheduled for Wednesday, January 14 at 6:00pm.

NEW BUSINESS

- a. Possible Future Uses for Lacey Museum/Russell Building. Ms. Flemm shared the section of the draft Museum Master Plan that addresses this topic. After everyone has a chance to review it, we will discuss it in January. Some discussion ensued regarding the deed for the current museum land. A change to the deed would have to be made if the land is to be used for any other purpose than historical.
- b. Nomination and Election of Officers. Ms. Trebil nominated Ms. Bauman as Chair, Mr. Ebel as Vice Chair.

Motion carried: To elect Kimberley Bauman as Chair and Erich Ebel as Vice Chair.

- c. Search for New Professional Commissioner. Ms. Flemm shared the ad in the newspaper for the position. She asked that everyone spread the word, especially

to architects, archaeologists and cultural anthropologists. If we do not get a qualified professional commissioner from the disciplines in LMC 2.42, we can then select someone else.

- d. Past Perfect Update. Ms. Quinn Valcho shared the progress to date of the new database project. She explained the greatly improved process of finding artifacts in the collection using the current tools that are in place.
- e. Commissioner Liaison to Thurston County Through the Decades. The committee will begin meeting in January. Ms. Flemm asked anyone who is interested in serving on the committee to email her.
- f. I-594 and the Impact on Museum Firearms. Ms. Quinn Valcho explained that museums are not exempt from this law and any firearms that change possession, even to or from the museum, must go through a federally licensed firearms dealer.
- g. Lacey Museum Policy Manual Part I Sections 3 and 4. The Ad Hoc Policy Committee approved these sections and now asks for the Commission to review them. They will be reviewed at the January meeting.
- h. Media Reproduction Policy. Ms. Flemm and Ms. Quinn Valcho met with the Finance Department to obtain a cash box and were told that before one can be issued, the City Code has to be updated by ordinance so that cash handling procedures will be compatible with it. This change is expected to occur at the February 12th Council meeting.

Motion: The effective date of the recently accepted media reproduction policy is January 1st, 2015. It is now changed to be concurrent with effective date of the new ordinance updating cash handling policy of the City Code, which should be announced at the February 12th City Council meeting.

Ad Hoc COMMITTEE REPORTS

Policy Ad Hoc Committee. Committee Chair, Kristina Trebil reported that no meeting was held. Ms. Quinn Valcho asked that the next meeting be changed since she will be on vacation. Ms. Trebil will email the committee for possible dates.

Event Sponsorship Committee. The committee has been disbanded. See calendar of events, item b, above.

STAFF / MUSEUM REPORT

- a. Curator's Report. Ms. Quinn Valcho reported:
 - There were **35** visitors to the Museum in November.
 - Erin completed **7** customer service requests.
 - Volunteers gave **70.75** hours in November to the Museum and the Commission.
 - Data entry continued: 105 contacts, 205 accessions, 263 documents scanned, and 1 temporary custody record added.
 - The accession record data entry project was completed. Now all the electronic records and random paper documents are being collected to ensure that all information about each accession is in the database.
 - Two photographs were acquired related to the Lacey School.
 - Erin gave a presentation to 2nd graders at Woodland Elementary.

COMMISSIONERS' REPORTS

- a. Miss Granger reported that she is scheduled to give a presentation on January 13 to two 4th grade classes at Horizons Elementary and February 5th at Seven Oaks.
- b. Mr. Ebel reported that he is now on the board of directors for the Washington Trust for Historic Preservation. They are in the process of taking in requests for additions to their list of Endangered Places. The Commission is encouraged to think of possible properties to be added.

CHAIR'S REPORT

Ms. Bauman enjoys working with staff and Commission and is looking forward to the next year of work with everyone.

DIRECTOR'S REPORT

- a. Ms. Flemm reported that the draft Board & Commissions handbook was approved by the General Government Committee at their December 8th meeting and will go to City Council soon. They thanked the Commission for their suggested changes. Ms. Flemm shared a change to the Code that is a reflection of the new policy on removal of a Commissioner.
- b. Ms. Flemm shared the new map with written directions for the Lacey Museum.

Meeting adjourned at 8:05 p.m.

NEXT MEETING

Wednesday, January 21, 2015, 6:00 p.m. at Lacey City Hall.