

# LACEY HISTORICAL COMMISSION MEETING MINUTES

February 18, 2015, 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:** Ken Marmion.

**Public:** James Holcomb.

The meeting was called to order at 6:05 p.m. by Kimberley Bauman, Chair.

## AGENDA

Item 9e was added under Old Business, the Effective Date of the Image & Media Reproduction Policy.

## MINUTES

The January 21, 2015 minutes were approved as revised (the date at the top was incorrect) and placed on record.

## INTRODUCTIONS

James Holcomb and Ken Marmion were introduced to the Commissioners.

## ANNOUNCEMENTS

- a. Arts & Heritage Day. Ms. Quinn Valcho announced that Arts & Heritage Day will be on March 3<sup>rd</sup> and 4<sup>th</sup>. This is an opportunity to meet with legislators and give them your opinion on policy decisions. A 5 p.m. reception on March 2<sup>nd</sup> is a great way to meet other professionals and legislators interested in arts & heritage.
- b. Washington Museum Association conference, June 24-26. Ms. Quinn Valcho announced that scholarships are available for board members.

## CORRESPONDENCE

None.

## PUBLIC COMMENT

Lacey Historical Society (LHS). Ken Marmion reported:

The Museum annual report was reviewed at the last LHS board meeting. The LHS stated they want to be involved with the new museum project, and asked to be included in policy development and copied on the meeting agendas and minutes. Ken also relayed the board's concern with the re-purposing of the Lacey Museum and the deed restrictions, and that we include the Women's Club in the planning process.

## **CALENDAR OF EVENTS**

- a. The walking tour date was changed to Saturday, August 8<sup>th</sup> from 10 a.m.-11 a.m. so as not to conflict with the WaMA conference or be too close to the newly expanded Lacey Days celebration.

## **OLD BUSINESS**

- a. Possible Future Uses for Lacey Museum/Russell Building. Ms. Flemm recapped the ideas posed from the last meeting. The idea favored by the Commission and Mr. Marmion is to use the building as a gardening center including interpretation or programming that could be historical. Ms. Quinn Valcho was open to all of the ideas mentioned at the last meeting except collections storage or ideas that would require museum staff at a second site. The City will approach the Lacey Women's Club to see if they would be open to this option.
- b. Search for New Professional Commissioner. Two more applications were received for the vacant position. One is a museum curator in Tacoma and the other is the facility manager at St. Martin's University. Interviews will be scheduled in the next week or two. It is expected that we will have a new commissioner by the March meeting.
- c. Review Groom/Turner House addition. Ms. Flemm reported that she spoke to Mr. Downey, the property owner. He expects to bring new plans to the Commission in the summer after he completes his new roof. He agreed that the plan from his current builder did not retain the historic feel and expects to make some adjustments to the plan. Ms. Flemm will continue to check in with him monthly.
- d. Celebrate Lacey Days. Calendar of events goes to print March 1<sup>st</sup>. The citywide event name was changed to Lacey Days and the time period is now June 27-July 11. The museum event will be held on Friday, July 10<sup>th</sup> from 6-8 p.m. The Committee is now chaired by Mr. Ebel and includes all Commissioners except Ms. Alptekin. Name ideas included: Ice Cream Social at the Museum, Garden Party, Night at the Museum, Midsummer's Ice Cream, Midsummer Night's Cream, Midsummer Nice Cream.
- e. Effective Date of the Media Reproduction Policy. Ms. Flemm reported that we need a change fund rather than a petty cash fund, which does not need City Council approval.

**Motion carried: Media & Image Reproduction Policy effective date is now April 1, 2015.**

## **NEW BUSINESS**

- a. 50<sup>th</sup> Anniversary Celebration Ideas. Mayor Ryder wants to see ideas for the 50<sup>th</sup> anniversary. Ms. Flemm shared the ideas that she has gathered with the Commission and received their feedback. A budget request will be made in the future for whichever event(s) are decided.

## **Ad Hoc COMMITTEE REPORTS**

- a. Ad Hoc Policy Committee. Committee Chair, Kristina Trebil, reported that the Committee did not meet in February, but two policy segments will be reviewed at the next meeting is on March 11<sup>th</sup>.

- b. Lacey Days Committee. Mr. Ebel reported that he will be scheduling a meeting very soon.

### **STAFF / MUSEUM REPORT**

- a. Curator's Report. Ms. Quinn Valcho reported:
  - There were 40 visitors to the museum in January including 19 walk-ins and 21 on tours (Tiger Scout Pack #208 and Minsk Mazowiecki Sister City Organization).
  - Erin completed 7 customer service requests, including 1 photo order with 18 images.
  - In January, volunteers gave 64.5 hours to the museum and 11.75 hours for the Commission for a total of 76.25 volunteer hours.
  - Hannah was trained in entering object records in PastPerfect. A new volunteer will be starting in February and is expected to enter photograph records.
  - Erin worked on processing and cataloguing 2014 acquisitions.
  - The winter newsletter was published and distributed this month and submissions for the spring newsletter are due the first week of April.
  - The museum purchased its new domain name, [www.laceymuseum.org](http://www.laceymuseum.org) for a twenty year period.

### **COMMISSIONERS' REPORTS**

- a. Mr. Ebel reported that the LHS accepted his offer to design a website for them. He also reported that in his role on the board of the Washington Trust he is aware of legislation that affects institutions like ours. He will forward the information to the group.
- b. Mr. Ebel requested that the Commission meetings be moved to the dais and the sound system activated to assist the Commissioner who is hard of hearing. After discussion, and many preferring to meet around the table instead of the dais, Ms. Flemm said that she would inquire about getting microphones turned at the tables on during the meeting.
- c. Ms. Granger reported that she gave her presentation on Feb 5<sup>th</sup> to about 20 participants. She has another program scheduled on March 6<sup>th</sup> at Woodland Elementary.
- d. Ms. Alptekin reported that she attended Ms. Granger's program and felt that she did an excellent job keeping the students engaged.

### **CHAIR'S REPORT**

No report.

### **DIRECTOR'S REPORT**

- a. Ms. Flemm handed out copies of the museum budget which is \$103,155 in 2015.
- b. Ms. Flemm reported that either April 2 or April 16, there will be a City Council work session to discuss the museum project. The Council will be deciding the direction of the museum. Concerns expressed during the museum tours include:
  - If we fall short of raising the full fundraising target, the current plan is not easy to build in phases.
  - The museum is going to be a challenge to staff on two floors.

- It might be less expensive to build a one-story building, with more efficient use of space.
- Investigate cost efficiency of purchasing the building adjacent to the museum site and re-purposing it?
- Are the sizes of rooms appropriate to our needs?

Meeting adjourned at 7:38 p.m.

**NEXT MEETING**

Wednesday, March 18, 2015, 6:00 p.m. at Lacey City Hall.