

LACEY HISTORICAL COMMISSION MEETING MINUTES

October 19, 2016 6:00 p.m.
Lacey City Hall, Council Chambers

PRESENT

Commission: Erich Ebel, Joseph Govednik, Hunter Orcutt and Alan Tyler.

Excused: Nathan Hunt and Kristina Trebil.

Staff: Erin Quinn Valcho.

Public: Lanny Weaver, Lacey Historical Society; and Shirley Dziedzic, Lacey Historical Society.

The meeting was called to order at 6:15 p.m. by Erich Ebel, Chair.

AGENDA

One item was added to the agenda:

- 6b. Correspondence from former Commissioner Yasemin Alptekin.

MINUTES

The September 21, 2016 minutes were approved as written and put on record.

ANNOUNCEMENTS

- a. Updated contact sheet. One correction was made to the contact sheet provided in the agenda packet.
- b. Work Plan review. Ms. Quinn Valcho provided Commissioners with the updated work plan. Commissioner Ebel asked that the deleted items be removed from the work plan, but the information retained for 2017 planning purposes. The next work plan review be at the November Commission meeting. A final update will be made in January in preparation for the worksession meeting with Council.
- c. Lodging Tax. Ms. Quinn Valcho reported that the Lodging Tax Advisory Committee has approved the Museum's request for operational support, which is the same amount as last year.
- d. New Parks & Recreation Director. Ms. Quinn Valcho reported that Jen Burbidge was hired. The staff is very excited to welcome her aboard and begin to move forward after a long period without a director. Mr. Ebel requested that she be extended the invitation to attend the next meeting. Ms. Quinn Valcho replied that an Outlook appointment has already been sent but that she will follow up with an email.

PUBLIC COMMENT

- a. Ms. Weaver reported that the Lacey Historical Society held their annual meeting on Tuesday, September 27 with approximately 50 people in attendance. The theme this year was a celebration of Lacey's 50th anniversary combined with a

Lacey School reunion. Guests enjoyed sharing their stories of Lacey's past. Ms. Weaver thanked Ms. Trebil for the amazing job she did filling in for the Museum Curator in her absence. She brought the school notebooks and guests were poring over them all night.

CORRESPONDENCE

- a. Letter from the Historical Commission to Mayor Ryder. Mr. Ebel read the letter he sent to the Mayor, but said he did not receive any response. Ms. Quinn Valcho noted that the Mayor received it.
- b. Letter from Yasemin Alptekin. Former Commissioner Alptekin send a letter of gratitude to the Commission, which Mr. Ebel read to the group.

CALENDAR OF EVENTS

- a. Updated calendar. An updated calendar was distributed in the agenda packet.

NEW BUSINESS

- a. Commissioner Orcutt's Project. Mr. Orcutt originally had the idea to give a speech during his school's assembly to promote the new museum and the 50th anniversary; however, after exploring this option he would like to change strategies by working with the Associated Student Body to promote it at his school and possibly district-wide. Ms. Quinn Valcho suggested that she set up a meeting with Courtney Schrieve (public affairs for the school district) and Mary Coppin (community liaison with City of Lacey). Commissioners agreed this was a good option.
- b. Thurston County Through the Decades feedback request. Ms. Quinn Valcho reported that Anne Kelleher, the event organizer, has requested our opinion on how the historical organizations in the county can best continue to get together and share our history with the public. Commissioners had a lengthy discussion and the following ideas were proposed:
 - Hold event once per year only
 - Select one location at a prominent site with an overarching committee comprised of representatives from multiple organizations.
 - Set a regular date during the summer rather than fall/spring when weather is unpredictable (or host at an inside venue)
 - Select an annual theme
 - In addition to the booths run by the historical groups, also have historical demonstrations and/or entertainment
 - Have a marketing plan for the event with clear steps to followThe Commission will take a month to consider these ideas and then a proposal will be drafted.
- c. Election of Officers in November. Ms. Quinn Valcho reminded the Commission that elections for officers will be held next month and that if there is interest in serving, they should find another Commissioner to nominate them.

- d. Western Museum conference report. Commissioners Ebel and Govednik and Ms. Quinn Valcho reported on sessions they attended including topics such as capital projects, fundraising, board reporting, emergency plans and marketing.

OLD BUSINESS

- a. Update on Museum Project. Ms. Quinn Valcho reported that she met with City Manager, Scott Spence. The Commission is to take a stronger role in the planning process. The City has rented out a portion of the building to Celebrations and the money received from the lease will go directly to the museum project. Commissioner Ebel and Ms. Quinn Valcho have a meeting scheduled with the City Manager to discuss the parameters that the Council has set so that planning can begin.
- b. Update on Commissioner Search. Ms. Quinn Valcho reported that the City has still not received any applications for the Commissioner position. Mr. Ebel suggested that an article is published on ThurstonTalk and Ms. Quinn Valcho got the okay from them to do one. Mr. Ebel challenged each Commissioner to seek out one person to encourage to apply for the Commission.
- c. Set Date for Annual Docent Training & Work Day. The work date is set for Saturday, January 28th. There will be two shifts 9 am - noon and noon - 3. Ms. Quinn Valcho will plan projects for the volunteers. Lunch plans were discussed but a solution was not determined.
- d. Sunrise Lions Legacy project. Ms. Quinn Valcho reported that the Club has stated that they already completed a sign at the Depot site and so they were not interested in that project. Ms. Quinn Valcho will investigate the existence of such a sign and set up a meeting with the club.

AD HOC COMMITTEE REPORTS

- a. Policy/StEPs Committee Report. Mr. Govednik reported that a meeting was not held last month, but a meeting is scheduled for October 19 at 6 p.m.
- b. City of Lacey's 50th Anniversary Committee. Mr. Govednik reported that the meeting last month was cancelled. Mr. Ebel will attend the November meeting.
- c. New Lacey Museum Planning Committee. Mr. Ebel reported that the committee will not meet until the meeting with the City Manager takes place.

STAFF/MUSEUM REPORT

Ms. Quinn Valcho highlighted items from her September report:

- There were 22 walk-in visitors and 27 people on tours. Attendance continues to surpass 2015 even though it has slowed down as it usually does in September. Tour bookings have started to come in and have surpassed 2015.
- 6 customer service requests completed and 7 open requests.
- Volunteers gave 55.5 volunteer hours
- Data entry: 58 records entered and 106 images added.
- She gave a quilt presentation to the Tumwater Historical Association and received excellent feedback.
- The parking lot driveway was paved.

- The Lacey Museum grant is ranked #1 for approval by the Thurston County Board of Commissioners.

She asked for feedback from the board about museum reports and encouraged Commissioners to let her know if they would like any kind of different reporting.

COMMISSIONERS' REPORTS

Commissioner Tyler offered his professional expertise in buildings and operations for the new museum project.

CHAIR'S REPORT

DIRECTOR'S REPORT

In the absence of the director, Ms. Quinn Valcho reported that the museum's budget will be increased in 2017 with \$360 for PastPerfect Online web hosting and \$1000 for A Midsummer's Ice Cream event.

ADJOURN

Meeting adjourned at 7:22 p.m.

NEXT MEETING

Wednesday, November 16, 2016, 6:00 p.m. at Lacey City Hall.