

LACEY HISTORICAL COMMISSION MEETING MINUTES

October 18, 2017 6:00 p.m.
Lacey City Hall, Executive Board Room

PRESENT

Commission: Erich Ebel, Kimberly Goetz, Madeline Goodwin, Seth Huff, Thomas Sui, and Alan Tyler.

Excused absence: Kristina Trebil

Staff: Jennifer Burbidge, Parks & Recreation Director; and Erin Quinn Valcho, Museum Curator.

Public: Lanny Weaver, Lacey Historical Society; Richard Bonham and Steven Bonham, members of the public.

The meeting was called to order at 6:03 p.m. by Erich Ebel, Chair.

AGENDA

A motion was made, seconded and approved to adopt the agenda as presented.

MINUTES

The September 20, 2017 minutes were approved as written and placed on record.

ANNOUNCEMENTS

- a. Ms. Quinn Valcho reminded Commissioners that elections of officers would be on next month's agenda.

CORRESPONDENCE

- a. None

CALENDAR OF EVENTS

OLD BUSINESS

- a. New Museum Site Plan Update. Jeff Ryan, Project manager from Helix Design was here to present the Museum concept design. He presented two concepts and shared that the major difference is that #1 had very little windows and #1A flips half the building for a chance for more windows. He went through the drawings of each plan. Jeff also shared that there are four phases to this process:
 - Concept Design
 - Schematic Design
 - Design Development
 - Contract documents

Discussion followed and it was decided that #1A is the preferred concept.

- b. Train Depot Trail Amenity Updated. Ms. Burbidge reported that she has met with Jeff Ryan and they are changing the base bid documents, strategically reducing

labor costs by using stock materials. The timeline is Mid-November. It should go out to bid in January, then it will go through pre-submission via the planning department, site plan review and site plan design.

- c. Update on Museum Roofing Project. Ms. Quinn Valcho reported that the re-roofing and the painting of the Museum is complete and it looks great.
- d. Sceva-Tuttle House (reintroduced by Commissioner Huff). Commissioner Huff asked if it would be appropriate for him to contact the Seventh Day Adventist Church and ask them if we could take photographs of the house before any decisions are made. It was agreed that this would be a good idea with the Museum Curator to accompany him in taking photographs.

NEW BUSINESS

- a. OPMA Training Certificates Yet Needed. Ms. Burbidge reported that we still need certificates for Commissioners Sui and Tyler. Commissioner Sui said that he would re-send his. Commissioner Tyler has requested information to the online training which will be provided to him.
- b. Update on Commissioner Search. Ms. Burbidge reported that no applications have yet been received. Commissioner Huff and Ms. Quinn Valcho both talked to individuals who have expressed interest in serving.
- c. Recent Acquisitions. Ms. Quinn Valcho presented two new recent acquisitions.

Motion carried: To approve the recent acquisitions as written.

She then asked Commissioners their opinion on pursuing a large piece of cheese-making equipment from a former factory in Lacey. All agreed it was worth looking into, especially since it could be a theme that could lead to marketing opportunities for the museum.

- d. Post-Event Thurston County Through the Decades. This was the second-to-last event of this series and took place at Tumwater Falls Park. Commissioners Goodwin and Ebel reported that it was a terrific experience. Ms. Weaver reported that the final event in the series will take place on May 19th, 2018 at the Thurston County Fairgrounds.
- e. Collections Stewardship Policy. Ms. Quinn Valcho presented the collections stewardship policy in its final form from the Policy/StEPs ad hoc policy committee.

Motion carried: To approve the Collections Stewardship policy as written.

Ad Hoc COMMITTEE REPORTS

- a. Policy/StEPs. Ms. Quinn Valcho reported no meeting next week.

PUBLIC COMMENT

- a. Lacey Historical Society. Lanny Weaver reported. .
 - 40-50 people attended the annual meeting
 - A big thank you to Erin for providing the exhibit panels and her report on the new museum.
 - Next year's annual meeting will be Sept. 27, 2018.

STAFF / MUSEUM REPORT

- a. Museum/Curator. Ms. Quinn Valcho highlighted a few items from the written report:
 - Attendance is down which is typical for September.
 - New museum volunteer, Eunkyung (Joanne) Kim started; she works on Thursdays. Potential new volunteer for Saturdays.
 - Staff completed or closed 12 customer service requests.
 - Todd's last day was September 29th.
- b. Commissioners. No reports.
- c. Chair Report. None.
- d. Parks & Recreation Director Report. Ms. Burbidge reported.
 - Kudos to Commissioner Sui. ThurstonTalk had a really nice article about Thomas Sui and his tennis partner.
 - Ms. Burbidge thanked Mr. Tyler for offering to give a tour to the Park Board Commissioner to the Olympia Community Gardens. They will discuss a date and time for this to take place.
 - City of Lacey has hired an Administrative Services Director, Candice Bock.
 - The grand opening of the pickle ball Courts with the City Council and Park Board in attendance went great.
 - Mayor Ryder joined the coalition of Mayors to launch a "10 minute walk to a park" campaign.
 - For 2018 Parks & Recreation will be taking over the July 3rd fireworks event from Public Affairs.

ADJOURN

Meeting adjourned at 7:35 p.m.

NEXT MEETING

Wednesday, November 15, 2017, 6:00 p.m. at Lacey City Hall, Executive Board Room.