

## **MINUTES OF A REGULAR MEETING OF THE HERITAGE CONSERVANCY BOARD OF THE TOWN OF CLARKDALE**

A Special Meeting of the Heritage Conservancy Board of the Town of Clarkdale was held on Wednesday, May 18, 2011, at 4:00 p.m. in the Clark Memorial Clubhouse Men's Lounge, 19 N. Ninth Street, Clarkdale, AZ.

**Board Members:** Chairperson Drake Meinke  
Vice Chairperson Gerald Wombacher  
Colette McGuinness  
Kim Kelly  
Vacant

**Town Staff:** Town Clerk/Finance Director Kathy Bainbridge  
Community Services Administrative Assistant Margie Hardie

**Others in Attendance:** None

**AGENDA ITEM: CALL TO ORDER** – Chairperson Meinke called the meeting to order at 4:02 p.m. and noted that all Board Members were present.

**AGENDA ITEM: PUBLIC COMMENT**–No Public Comment.

**AGENDA ITEM: MINUTES** – Discussion and consideration of the minutes of the Special Meeting held on March 23, 2011.

*Board Member Kelly moved to approve the minutes of March 23, 2011. Vice Chairperson Wombacher seconded. The motion passed unanimously.*

### **AGENDA ITEM: INFORMATIONAL REPORTS**

#### **CHAIRPERSON'S REPORT – A report from the Chairperson on current events.**

Chairperson Meinke reported:

- Met with the Town Manager, Gayle Mabery, to review items for discard located in the Clubhouse Bowling Alley.
- Attended a meeting with Town Manager, Clarkdale Town Staff and members of the Clarkdale Historical Society and Museum to discuss the dissolution of the Heritage Conservancy Board and merging of the Town Archives with the Museum.
- Heritage Dances will be held in October and November.

#### **STAFF REPORTS – A report from Community Services staff members on current events.**

Staff reported the following:

- Archive Collections Manager, Isabel Erickson, will begin the Archive inventory.

**FINANCE REPORTS – A review of the current finance reports.**

The Board reviewed the current finance reports.

**AGENDA ITEM: MERGING OF THE HERITAGE CONSERVANCY BOARD WITH THE CLARKDALE HISTORICAL SOCIETY AND HERITAGE MUSEUM– A discussion of the merging of the Heritage Conservancy Board with the Clarkdale Historical Society and Heritage Museum.**

Chairperson Meinke attended a meeting with the Town Manager, Town Staff and Board Members of the Historical Society and Museum.

Discussion items at this meeting included:

- Museum Lease Agreement
- Responsibility for utility costs
- Historic Postcards and T-shirts
- Artifact Loan Agreements
- Amending the Town Code

Town Clerk/Finance Director Kathy Bainbridge explained that determining responsibility for utility costs is an issue. Other items for further discussion by the Town and the Historical Society will be the Archive Inventory and Loan agreements for the main collection and special loans.

The target date to complete the Archive Inventory is July 1, 2011.

Members of the Board discussed the different conditions for merging with the Clarkdale Historical Society and Museum. Board Member Kelly questioned whether a Heritage Conservancy Board member could be on the Historical Society Board after the merger. Currently Chairperson Meinke and Board Member Wombacher are on the Historical Society Board.

Chairperson Meinke noted that the merger would improve the process of archival research.

All items belonging to the Town will be labeled as such in the Museum Accession records.

Suggestions were made regarding the use of funds in the Heritage Conservancy Board Donation Account. Funds may be allocated to the Historical Society for additional costs to the Museum incurred through the merger. Funds may also be used for a Centennial project or for repair of the Auditorium curtains.

Board meetings will be held by the Historical Society and Heritage Conservancy Board to discuss mutual agreement on all issues which will facilitate the merger.

**AGENDA ITEM: HERITAGE CONSERVANCY BOARD 4TH OF JULY BOOTH- Discussion and consideration of the Heritage Board sales and information booth at the 2011 4th of July Event.**

Chairperson Meinke requested volunteers to man a booth at the 4th of July event. Board Member Kelly and Board Member McGuinness may attend the event.

**AGENDA ITEM: 2012 CLARKDALE CENTENNIAL – Discussion and consideration of the 2012 Clarkdale Centennial.**

Chairperson Meinke recapped the discussions held at the April and May Centennial Committee meetings. Lists were made of the suggestions for various projects. The Heritage Conservancy Board may consider and choose to dedicate funds from the Heritage Conservancy Board Donation Account for a centennial project.

The next meeting of the Centennial Committee will be held on June 6, 2011.

**AGENDA ITEM: CLARK MEMORIAL CLUBHOUSE AUDITORIUM WINDOW CURTAINS – Discussion of the Clark Memorial Clubhouse Auditorium window curtains.**

Chairperson Meinke contacted several people regarding the restoration of the curtains. He will call back an individual from Camp Verde who is interested in this project.

**AGENDA ITEM: FUTURE AGENDA ITEMS – A listing of items to appear on future agendas.**

Dissolution of the Heritage Conservancy Board

Special Meeting June 15, 2011

**AGENDA ITEM: ADJOURNMENT** – With no further business and without objection, the Board adjourned at 5:25 p.m.

**APPROVED:** \_\_\_\_\_  
Drake Meinke, Chairperson

**SUBMITTED:** \_\_\_\_\_  
Margie Hardie, Community Services Administrative Assistant