

Minutes of a Regular Meeting of the Heritage Conservancy Board of the Town of Clarkdale, Held on February 21, 2007 at 4:00 p.m. in the Clark Memorial Library, Clarkdale, Arizona.

A Regular meeting of the Heritage Conservancy Board of the Town of Clarkdale was held on February 21, 2007 at 4:00 p.m. in the Clark Memorial Library, 39 North Ninth Street, Clarkdale, Arizona.

Board Members:

Chairperson Drake Meinke (absent)
 Vice Chairperson Gerald Wombacher
 Linda McDonough
 Jesus Valdez
 Larry Blair

Staff: Admin. Assistant Charlotte Hawken

Others in attendance: Pat Williams.

AGENDA ITEM: CALL TO ORDER – Vice Chairperson Wombacher called the meeting to order at 5:20 p.m. and noted that Chairperson Meinke was absent.

Boardmember McDonough arrived at 4:05 p.m.

AGENDA ITEM: PUBLIC COMMENT –

Administrative Assistant Hawken read a notice from *Pat Williams* about opportunities to present a historical display at the following events:

1. March 3rd - Open House at Mountain Gate.
2. April 21st - 50th anniversary of Arizona State Parks in Jerome.
3. May 12th - Chamber of Commerce Downtown Block Party.
4. July 4th – Festivities at the Clarkdale Park.

She also noted a March 15th day of training on historical issues at the Jerome Historical Society.

AGENDA ITEM: CONSIDERATION OF THE MINUTES – Consider approving the minutes of the regular meeting on January 17, 2007.

Boardmember McDonough moved to approve the January 17, 2007 minutes. Boardmember Blair seconded and the motion passed unanimously.

AGENDA ITEM: REPORTS: None.

AGENDA ITEM: ARCHIVAL STORAGE AREA, STORAGE, SHELVING AND ACCESSIONING – Discuss and consider the

archival storage area, storage, shelving and accessioning.

Administrative Assistant Hawken stated that the following work has been done on the museum archive building:

1. Patching interior walls and ceiling.
2. Awarded the downstairs (archive) heating/cooling contract.
3. Electrical rough-in is finished, inspected and approved.
4. Getting estimate for update of the electrical service to 200 amps.
5. Working on window operation, glazing and broken panes.
6. Have covered the stacks of newspapers downstairs and can work around them.

She noted that she would be submitting a report to the grantor March 9th and that she needs their volunteer time on the building through February 28th. She also noted that work on the policies and procedures need to be started soon.

AGENDA ITEM: BUDGET PLANNING FOR 2006-2007 – Discuss and consider projects for the 2006-2007 Heritage Conservancy Board funds in the town budget.

Boardmember McDonough moved to purchase a flat file, a legal size fire-resistant file cabinet and a copier. Boardmember Blair seconded and the motion passed unanimously.

They agreed to see what was left after those purchases to decide on further items.

AGENDA ITEM: GOALS AND OBJECTIVES – Discuss and consider goals and objectives.

The board members agreed on the following goals for 2007-2008:

1. Arrange archives in new space.
2. Transfer archive and artifact data to Past Perfect software program.
3. Photograph items and put on CD.
4. Fill old and new requests for information.

AGENDA ITEM: 2007-2008 BUDGET

REQUESTS – Discuss and consider budget requests for 2007-2008 year.

The board agreed to request the same line item amounts as this year and additional amount for digitizing, phone and internet costs.

AGENDA ITEM: DANCE REFRESHMENTS

– Discuss and consider the pricing of the dance refreshments.

Boardmember McDonough moved to raise the refreshment costs to \$1.00 and to adjust prices as needed in the future with the agreement of the dance coordinator and a Heritage Conservancy Board member. Vice Chairperson Wombacher seconded and the motion passed unanimously.

AGENDA ITEM: NATIONAL FOREST

SERVICE – Discuss and consider a letter to the National Forest Service.

The board reviewed a draft letter about the plane crash site. Boardmember Blair moved to submit a corrected letter about the plane crash site to the Coconino National Forest. Boardmember Valdez seconded and the motion passed unanimously.

AGENDA ITEM: CENTERVILLE PROJECT

– Discuss and consider a Centerville historical signage and pathway project.

Boardmember Valdez stated he has photographs and he has been in touch with Planner Zuniga. He noted that he has more information than could be used for the plaques.

AGENDA ITEM: FUTURE AGENDA ITEMS

1. Centerville Project
2. Budget Planning for 2006-2007

AGENDA ITEM: ADJOURNMENT – With no further business, and without objection, the meeting adjourned at 5:40 p.m.

APPROVED:

Gerald Wombacher, Vice Chairperson

SUBMITTED:

Charlotte Hawken, Administrative Assistant