

**Minutes of a Regular Meeting of the Heritage Conservancy Board of the Town of Clarkdale,
Held on May 21 2008 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 April 16, 2008 at 4:00 p.m. in the Clark Memorial Library, 39 North Ninth Street, Clarkdale, Arizona.

Board Members:

Chairperson Drake Meinke
Vice Chairperson Gerald Wombacher
Linda McDonough
Jesus Valdez
Maria Tester (absent)

Staff: Admin. Assistant Charlotte Hawken
Town Clerk Kathy Bainbridge

Others in attendance: No one.

CALL TO ORDER –Chairperson Meinke called the meeting to order at 4:00 p.m. and noted that the Boardmember Tester was absent.

PUBLIC COMMENT– None.

CONSIDERATION OF THE MINUTES – **Consideration of the minutes of the regular meeting held on April 16, 2008.** Vice Chairperson Wombacher moved to approve the minutes. Boardmember Valdez seconded and the motion passed unanimously.

ARCHIVE POLICY MANUAL– Discussion and reconsideration of the Town of Clarkdale Archive Policy Manual.

The staff report for this item states:

In developing the Clarkdale Archive, it was assumed that it was an extension of the town records. The Archive Policy Manual that the Heritage Conservancy Board approved on April 16, 2008 had the two sets of items stored in the same place and treated the same. It turns out that that was an ineffective approach. It appears that the town-generated public records need to be kept separate from other town-owned archives and artifacts.

The items that were given to the town by the companies that owned the town before it was incorporated and from other sources are not subject to the Arizona State public record laws. The Manual being considered tonight has been edited and only deals with town-owned items that are not “public records”.

Discussion included the following issues:

1. Town records can be researched at Town Hall.
2. Most museums display originals.
3. A museum can display the originals of the items it owns.
4. Sharlot Hall does not display original items.
5. The Board could approve the display of original archives for a limited period of time and it could be advertised as a special display.
6. The museum needs things to display.
7. The state archive could be asked to present a work shop on archival preservation.
8. The board agreed with the changes regarding records.

Boardmember McDonough moved to recommend that the Town Council approve the 5/21/08 revision of the Archive Policy Manual. Vice Chairperson Wombacher seconded and the motion passed unanimously.

CEMETERY PROJECT – Discussion and consideration of the cemetery as a historical entity.

Boardmember Valdez stated he will begin his research with the Elk’s section of the cemetery. It was noted that the Board could pursue adding the cemetery to the National Historic Register. It was also noted that the town has

received a \$200,000 donation as a cemetery endowment, part of which may be used to build an internment wall.. This item was tabled to another agenda.

ARCHIVE ACTIVITIES– Discussion and consideration of the Town of Clarkdale Archive activities.

Boardmember McDonough stated she was still cleaning up the dust from grinding the floor and she intends to move the archive items soon.

1932 PLANE CRASH SITE REPORT– Report about activities related to the site.

Boardmember Valdez stated that his presentation on the site went well, with about 75 people in attendance. It was videod and he will give copies of the DVD that was made to the historical museums in the Verde Valley. He also plans to offer to set up a display of his presentation materials at the Clarkdale Heritage Museum.

LANDMARK STATUS – Report on Landmark Status.

This item was tabled.

2007-2008 TOWN BUDGET – Discussion of the Board’s 2007-2008 Town Budget

Town Clerk Bainbridge stated the Town was spending only for emergencies aside from things like salaries and utilities. There are no Town funds available for the Heritage Conservancy Board for now.

2008-2009 HERITAGE CONSERVANCY BOARD ACCOUNTING – Discussion of a financial overview of the **2008-2009** Heritage Conservancy Board accounting.

Town Clerk Bainbridge stated that the preliminary Town budget contains \$3000 for the Heritage Conservancy Board. That may change by the time the budget is approved by the Town Council.

LOAN REQUEST – Discussion and consideration of a loan request from the Clarkdale Heritage Center for items for museum displays.

Boardmember McDonough moved to approve the loan request from the Clarkdale Heritage Center for a painting of a prehistoric scene and the framed description of it. Boardmember Valdez seconded and the motion passed unanimously.

The Board members agreed to take the trench item next.

ARCHIVE PHONE LINE TRENCH – Discussion and consideration of funding a project to dig a trench from the Police Department to the Archive for extension of the Town phone line.

Public Works estimates it will cost about \$400 to dig a trench from the Police Department to the Archive in order to extend the Town internet and phone services.

Chairperson Meinke moved to approve funding a project to dig a trench from the Police Department to the Archive for extension of the Town phone line from the Heritage Conservancy Board donations account. Vice Chairperson Wombacher seconded and the motion passed unanimously.

ARCHIVE INTERCOM - Discussion and consideration of purchasing an intercom for use between the Archive and the Heritage Museum.

This item was tabled to another agenda.

FUTURE AGENDA ITEMS – A listing of items to appear on future agendas. None.

ADJOURNMENT – With no further business and without objection, the meeting adjourned at 5:40 pm.

APPROVED: _____ **SUBMITTED:** _____
Drake Meinke, Chairperson Charlotte Hawken, Administrative Assistant