

**Minutes of a Regular Meeting of the Heritage Conservancy Board of the Town of Clarkdale, Held on August 20, 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 August 20, 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  
Vacancy

**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 4:05 p.m. and noted that all members were present.

**PUBLIC COMMENT**– None.

**CONSIDERATION OF THE MINUTES** – **Consideration of the minutes of the regular meeting held on July 16, 2008 and the special meeting held on July 30, 2008. Boardmember McDonough moved to approve the minutes with a correction to the spelling of Micheal Hensley's name in the July 30<sup>th</sup> minutes. Vice Chairperson Wombacher seconded and the motion passed unanimously.**

**REPORTS** –

Chairperson – Chairperson Meinke reported the following:

1. The Clarkdale Heritage Center will have a tent at the October 4<sup>th</sup> Fun Fest in the Clarkdale park.
2. There are one or two display cabinets available from the Museum.
3. There will be a History Fest regarding Historic Highway 89A on November 8 from 11-5 in Cottonwood.
4. There will be a large NACOG economic development group touring towns throughout the area on October 23<sup>rd</sup>. They will tour the Clarkdale Metals site and downtown Clarkdale. Speakers are needed on historic topics.
5. Ryan Flahive from Sharlot Hall Museum will do a presentation about taking care of artifacts at the Clarkdale Heritage Center board meeting on August 28<sup>th</sup> at 6 pm in the museum.

Administrative Assistant Hawken reported that Clemenceau Museum would have an exhibit titled Clemenceau on the Range beginning August 24<sup>th</sup> at 1 pm.

Town Clerk Bainbridge noted that there were two applicants for the Heritage Conservancy Board besides the current members who have reapplied for the term beginning October 1<sup>st</sup>. There is one vacant position. Deputy Town Clerk Good will be calling the applicants to set up interviews.

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

There have been problems installing the Town phone line but we expect them to be resolved.

Boardmember McDonough stated that the person who had the Verde Valley Country Club rock/plaque said it had been dropped off at this door with some scrap metal. He was not aware it had any value and painted over the words in green paint so they said Verde Valley Country Church. She was able to recover the plaque and it will be put in the archive. The plaque now needs to be restored and the board members are researching how to do that.

Boardmember McDonough noted that she and Dave McDonough moved two truckloads of items from the library storeroom to the archive.

Town crew members moved two file cabinets and a large wooden library catalog from the library workroom to the archive.

Boardmember Valdez requested access to the Men’s Lounge basement in order to measure the window grating stored there.

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

**ARCHIVE POLICY MANUAL**– Report on the Town of Clarkdale Archive Policy Manual.

Town Clerk Bainbridge noted that at the last Town Council meeting Town Manager Mabery stated that if the Council approves the policy manual, then the policy stated in it tells the Heritage Conservancy Board what authority the board has. The Council reconsidered the Archive Policy and returned it to stating the Heritage Conservancy Board would approve acquisitions, deacquisitions, and loans, with the Council handling appeals. A blanket insurance policy would be required of anyplace displaying items loaned from the Archive. The corrected manual will go back to the Council for approval on its September 9<sup>th</sup> Consent Agenda.

**LOAN REQUEST** – Discussion and consideration of loan requests from the Clarkdale Heritage Center for an item for a museum display.

Boardmember McDonough noted that the dressmaker’s form does not belong to the Town and that there are pieces of the original auditorium curtains in the Archive.

Chairperson Meinke moved to approve loaning the Center’s choice of one of the curtain stencils and a piece of an original curtain, with the stipulation that they are to be protected from handling and light, to the Clarkdale Heritage Center. Boardmember McDonough seconded and the motion passed unanimously.

**2008-2009 BUDGET** – Discussion and consideration of projects and the Heritage Conservancy Board 2008-2009 budget.

Discussion included the following issues:

1. Are there any recurring expenses that will be charged to this account?
2. The board previously approved members spending \$100 on things like copies of photographs without getting specific prior approval. Town Clerk Bainbridge requested that anyone considering any spending contact her first.
3. The members agreed the main priority this year is general supplies to store and organize Archive items.

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

1. Recommendation to the Council regarding the general arrangement of the Clubhouse furnishings and the specific arrangement of items in and use of the Reading Room.
2. Recommendation to the Council for approval of the concept and design of kiosks for the joint Clarkdale Heritage Center/Town Arizona Office of Tourism grant.

**ADJOURNMENT** – With no further business and without objection the meeting adjourned at 5:20 pm.

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