

**Minutes of a Regular Meeting of the Heritage Conservancy Board of the Town of Clarkdale, Held on October 15, 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 October 15, 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 (absent)

Isabel Erickson

**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 Boardmember Valdez was absent.

**PUBLIC COMMENT**– None.

**CONSIDERATION OF THE MINUTES** – **Consideration of the minutes of the regular meeting held on September 17, 2008.** Boardmember McDonough moved to approve the minutes. Vice Chairperson Wombacher seconded and the motion passed unanimously.

**REPORTS** –Chairperson Meinke reported that 1) the downtown plaque was considered by the Design Review Board and they want it to be on public land at the sidewalk in front of the Classic service station so that someone looking at it would be facing the buildings across the street, which are depicted on the plaque. It will go back to Design Review and it looks like it will be approved for placement, 2) the Fun Fest rained out at mid-day, 3) the Chamber is arranging a Northern Arizona Council of Governments (NACOG) historical tour of northern Yavapai County relating to economic development that includes Clarkdale on October 23<sup>rd</sup> and Pat Williams will have the museum open at that time, 4) there will be a walk in on Main in Old Town Cottonwood on November 15<sup>th</sup>.

Vice Chairperson Wombacher reported that Boardmember Valdez was concerned about the proposed annexation of forest service property by Cottonwood because the site of the 1932 plane crash by William Andrews Clark III is located on it. He went to a meeting about the issue and they said they weren't interest in that piece of the property. They had to include it in order to annex pieces adjacent to it. Clarkdale will meet with Cottonwood at the end of October to discuss options.

Chairperson Meinke adjourned the meeting to the Reading Room at 4:30 pm. The meeting reconvened in the Reading Room of the Clark Memorial Clubhouse at 4:37 pm.

**READING ROOM** – **Discussion and consideration of recommending possible uses of the Reading Room and the furnishings located in it to the Town Council.** Discussion included the following issues:

1. Boardmember McDonough noted that the space had been built as a Reading Room with a small section of books in an alcove at the end that had a counter across it and access through a doorway to the side. There was a large table with six chairs around it and lounge chairs against the side walls. People could read in the room or check items out for a small fee. In the early 1930's glass-front bookcases were installed along the side walls and it became more of a library. A check-out counter was installed in the center of the room. This continued until the library was moved in 1979. At some point the bookcases were disassembled and moved to the basement of the Clubhouse. Some of them were reassembled on the south wall of the reading room. They bookcase doors have locks and we have the keys. Some of the glass doors and other parts are missing.
2. The Heritage Conservancy Board used the room for some time. Furnishings located in the Clubhouse were moved into the room during Operation Graduation for a period of years and then at some point the items were not moved back to their usual places after the event. The room became a storage place for historic Clubhouse items. The two ceiling light fixtures in the room were replicated by the Heritage Conservancy Board and installed by the town crew in March 2006.
3. The furniture could again be placed in its original spaces in the Mens and Ladies Lounges.

4. The Heritage Conservancy Board could develop a recommendation to the Council of what to do to preserve the furnishings if they were taken out of storage.
5. The pre-1927 books stored in the room could be processed for access.
6. How to use a large historical display case that is stored in the room.
7. How to protect the delicate table and floor lamps.
8. Some of the furnishings need to be repaired.
9. The furnishings need to be stored during events like Operation Graduation and the New Year’s Eve party.
10. Items could be:
  - a. used to create the original seating arrangements in other rooms in the Clubhouse
  - b. put in the alcove of the Reading Room as a display (good for the lamps)
  - c. stored in the jail area in the basement of the Clubhouse
  - d. displayed at the end of rooms in the Clubhouse and barricaded from access.
11. The Board’s initial plan would be to
  - a. Create a vision of how it would look and work
  - b. Use in the original rooms (must be protected during events)
  - c. Need to make a repair list and complete repairs before moving some items
  - d. Set up a sample area in the Men’s Lounge with some of the furniture.
  - e. Identify adequate storage spaces for anything that cannot be used immediately.
  - f. Develop directions for maintenance of wood finished and use of table top covers.
12. One key question is how (what) the Council and residents of Clarkdale want to use (do with) the Clubhouse.

**CLARKDALE’S KIOSKS ABOUT HISTORY – Discussion and consideration of Clarkdale’s Kiosks about History, part of an Arizona Tourism Grant.** Chairperson Meinke moved to table this item to the next meeting. Boardmember McDonough seconded and the motion passed unanimously.

**ELECTIONS – Discussion and consideration of elections of a Chairperson and a Vice-Chairperson.** Boardmember Erickson moved to nominate Drake Meinke as Chair and Gerald Wombacher as Vice-Chair. Boardmember McDonough seconded and the motion passed unanimously.

**LOAN REQUESTS – Discussion and consideration of loan requests from the Clarkdale Heritage Center for items for a museum display.** Boardmember Erickson moved to approve the loan request of a ballot box, two ballot box keys and a 1962 ballot. Boardmember McDonough seconded and the motion passed unanimously.

**ARCHIVE COLLECTIONS MANAGER – Discussion and consideration of appointing an Archive Collections Manager.** Town Clerk Bainbridge noted that there were more duties outlined for the Collections Manager than one volunteer would reasonably do and that there were two applicants with different abilities who could share the position. Boardmember Erickson moved to approve accepting both applications with Linda McDonough carrying out collections/preservation and June Kahalley carrying out the administration/records aspect of the Archive Collections Manager position. There was a suggestion to track time required to do each position. Vice Chairperson Wombacher seconded and the motion passed, with Boardmember McDonough abstaining from voting.

**POSTCARDS – Discussion and consideration of a request from the Clarkdale Heritage Center to purchase postcards that were produced by the board at a discount for resale.** Boardmember Erickson moved to sell the postcards to the Clarkdale Heritage Center at their current price of 25 cents each, not at a discount. Vice Chairperson Wombacher seconded and the motion passed unanimously.

**BOARD STATEMENT OF POLICIES AND GOALS – Discussion of the Heritage Conservancy Board Statement of Policies and Goals.** Chairperson Meinke moved to table this item to the next meeting. Boardmember McDonough seconded and the motion passed unanimously.

**FUTURE AGENDA ITEMS –** A listing of items to appear on future agendas. 1) Reading Room arrangement. 2) Board statement of policies and goals. 3) Kiosks project. 4) OLLI marsh project partnership.

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

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