

## ***Historical Commission Agenda***

*July 17, 2013*

**Note different location and time for July meeting:**

***Louisville Public Library Board Room – Second Floor  
951 Spruce Street  
6:00 PM***

The following agenda has two primary parts, each of which represents a different function of the Historical Commission, which is both an advisory board for the Louisville City Council and a 501c3 fundraising board for the Louisville Historical Museum.

- I. Call to order
- II. Roll Call
- III. Approval of agenda
- IV. Public comments
- V. Approval of June 19, 2013 meeting minutes – *see attached draft*
- VI. Meeting as **Advisory Board** for the City of Louisville
  - A. Report from the Director of Library & Museum Services
    1. 2014 City Budget Requests for the Historical Museum
  - B. Report from the Museum Coordinator
    1. Approval of Deeds of Gifts from donors
    2. Advice sought on donations of other artifacts being offered
    3. Questions regarding Museum Coordinator's written report – *see attached*
  - C. Chairperson's Report
    1. Planning for presentation at City Council Study Session, Tuesday, October 22, 2013
  - D. Commission comments & discussion items for next meeting
  - E. Close Advisory Board Meeting
- VII. Meeting as **Fundraising Board** for the Historical Museum

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**City of Louisville**

*Louisville Historical Museum 749 Main Street Louisville CO 80027  
303-665-9048 (phone) 303-335-4550 (fax) www.louisville-library.org*

- A. Presentation/Approval of Treasurer's Report
- B. Creation of a separate foundation (pursuant to decision at April 2012 meeting)
  - 1. Update on progress
- C. Continuation of discussion of process to fund a new museum building
  - 1. Discussion/Approval of statement of cost sharing with City of Louisville for needs assessment
- D. Update on the planning for a memorial in honor of fallen officer Victor Helburg
  - 1. Receipt of donations to the Historical Commission for this purpose to be directed toward the Helburg Memorial Park fund
- E. Membership, Fundraising, & Events
  - 1. Membership statistics report – *see attached report*
  - 2. Update on email/phone reminders to members to renew
  - 3. Update on Business Sponsor renewals
  - 4. Update on Commission's booth at Street Faire in June
  - 5. Planning for Labor Day parade
- F. Discussion/Approval of projects and expenses
  - 1. Proposed distribution/sales of oral history CDs (dating from the 1970s to 1990) to family members
  - 2. Book publishing proposal based on *Louisville Historian* lead articles
- G. Chairperson's Report
- H. Commission comments & discussion items for next meeting
- I. Close Fundraising Board Meeting & adjourn

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**City of Louisville**

## ***Louisville Historical Commission Meeting Minutes***

***June 19, 2013***

***Louisville Public Library Meeting Room***

***951 Spruce Street***

***6:00 p.m.***

- I. **Call to Order & Introductions:** Chair Dan Mellish called the meeting to order at 6:12 PM.
  
- II. **Roll Call:**
  - Commission Members Present:** Dan Mellish, Dave Ferguson, Paula Elrod, Pat Seader, Marilyn Hunt, Lynn Koglin, Anne Robinson
  - Commission Members Absent:** Gladys Levis-Pilz, Andy Williams
  - City Representatives Present:**
    - Bridget Bacon, Museum Coordinator
    - Beth Barrett, Director of Library & Museum Services
  - City Representative Absent:**
    - Jay Keany, City Council Liaison
  - Also Present:** Former Commission member Jennifer Strand
  
- III. **Approval of Agenda:** Members approved the agenda.
  
- IV. **Public Comments on Items Not on the Agenda:** None
  
- V. **Approval of Minutes:** The minutes of the May 15, 2013 regular meeting and of the May 10, 2013 subcommittee meeting were approved.
  
- VI. **Meeting as Advisory Board for the City of Louisville**
  - A. **Report from the Director of Library and Museum Services:** Beth Barrett gave an update on the Library's Summer Reading Program. She also reported on the work of an intern who is researching grants for digitization and gave an update on the search for an IT director for the City of Louisville.
  
  - B. **Report from the Museum Coordinator**
    1. Approval of Deeds of Gifts from Donors: The Commission voted to accept the following donations.
      - a. From Monarch High School, a 2012-2013 yearbook.

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### ***City of Louisville***

- b. From Janice Mudrock, items from the estate of her mother, Eleanor Green Brimble, including a photo album.
  - c. From Terry Nothnagle, a tool that appears to be a kind of small hammer that could be strapped to a man's belt.
  - d. From Shirley and Dick Bodhaine, prints of four photos of Frank Bodhaine, who served in World War I from Louisville.
  - e. From Cynthia Conarroe, a poster made for the 1976 Centennial showing a historical drawing of a view of the Valmont area.
  - f. From Gary Lazuk, photos of a framed picture from the American Legion of Walter Rhoades, who died in World War I and for whom the American Legion Post was named.
2. Additions to Bridget Bacon's written report:
- a. The insert to the City's utility bills to promote the membership program will be sent out with the bills in the near future.
  - b. The City is working on a maintenance issue in the Tomeo House.
  - c. Bridget also distributed the updated contact list for the Commission and nametags for Commission members to use at events.

**C. Chairperson's Report**

- 1. Dan Mellish asked how the May program on the Jefferson Place survey went. Anne, Paula, Jennifer, and Bridget were present at the program and responded.
- 2. Dan noted that this was Marilyn Hunt's last meeting as a Commission member, as she has moved outside of Louisville and has therefore had to resign. However, she has offered to serve on the Foundation Board and to help it get up and running. The meeting attendees expressed regret that she has to leave the Commission.

**D. Close Advisory Board Meeting.**

**VII. Meeting as Fundraising Board for the Historical Museum**

**A. Presentation of the Treasurer's Report**

<b>Category</b>	<b>May 2013</b>
Prev. Balance	\$ 5,331.43
Expenses	\$ 893.60
Receipts	\$ 1,891.00
CD	\$25,216.51
Savings	\$31,492.65
Checking	\$ 6,328.83
Total	\$63,037.99

**B. Creation of a separate foundation (pursuant to a decision at April 2012 meeting)**

- 1. Jennifer and Bridget reported that they and Gladys met at the subcommittee meeting on June 14<sup>th</sup> and discussed possible people to approach to ask to be Foundation board members. The next meeting of the subcommittee will be on Friday, July 12, 2013 at

10:30 AM in the Board Room on the second floor of the Library.

- C. Discussion of process to fund a new museum building:** Nothing more was added to the discussion.
- D. Update on the planning for a memorial in honor of fallen officer Victor Helburg**
1. Possible receipt of donations by the Historical Commission to be directed toward the Helburg Memorial Park: Former Historical Commission member and current Cultural Council member Jennifer Strand was present to make a request of the Historical Commission. She gave some background on Victor Helburg, the assistant marshal for Louisville who was killed by a street peddler in 1915. A group of citizens, including Jennifer herself, Museum volunteer Robert Sampson, and former Commission member Brian Chamberlin, as well as Helburg's descendants, is working on a plan to raise funds and create a memorial by the 100<sup>th</sup> anniversary date in 2015. At this time, an architect is donating his time and the memorial is being envisioned as a relatively small park with benches by the Louisville police station. At the suggestion of the City, which would become the owner of the memorial, the group is making a request of the Historical Commission for the Commission to accept donations that are intended for the Helburg memorial. Lynn Koglin suggested that a separate account be created for this purpose. Dave Ferguson stated that he and a member of the the Helburg memorial group should be cosigners on the account and requested that someone from the Helburg memorial group be tasked with providing the thank yous and the forms with the Commission's tax ID number to donors to the memorial. The Commission approved the creation of a separate account for donations received for the Helburg memorial fund to be administered by the Historical Commission in its capacity as a 501c3 nonprofit fundraising organization.
  2. Consideration of whether a current Commission member should serve on the Helburg memorial committee: Commission Treasurer Dave Ferguson stated that he is willing to attend the Helburg memorial planning meetings when donations begin to come in.
- E. Membership, Fundraising, & Events**
1. Lynn, Anne, and Paula volunteered to contact members who have not yet renewed for 2013, as one last reminder to renew. Dan gave them the names and contact information of the non-renewing members.
  2. Planning for Labor Day parade: Lynn Koglin reported on his planning for the parade entry for this year.
- F. Discussion/Approval of projects and expenses**
1. Commission booth during June 21<sup>st</sup> Street Faire: Lynn Koglin and Bridget Bacon are coordinating what Lynn will need at the booth.
  2. Plans for using donated painting of the Historical Museum: The proposal to raffle off the donated watercolor painting of the Jacoe Store has had to be reconsidered. It was acknowledged that with the formation of a separate fundraising board and the desire to do more targeted fundraising, the new board may have a use for the painting in connection with a future fundraising project that would benefit the Museum, as the donor of the painting intended. The Commission decided to defer for now the decision of how to use the painting.

3. Update on pamphlet, "How Well Do You Know Louisville?": Bridget reported that members of the public can pick up the pamphlets from many locations in town. The response to the pamphlet has been good.
4. It was noted that Anne Robinson will give the first of her two summer Main Street walking tours on June 22<sup>nd</sup>.

**G. Chairperson's Report:** Dan Mellish noted that the Buona Sera market on Tuesday evenings in downtown Louisville has started.

**H. Commission comments & discussion items for next meeting:** As noted in minutes.

**I. Close Fundraising Board Meeting & Adjourn:** The meeting was adjourned at 7:16 p.m.

## Memorandum

To: Historical Commission  
From: Bridget Bacon, Museum Coordinator  
Date: July 9, 2013  
Re: Museum Coordinator's Report

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The City recently replaced the storm door of the Tomeo House and also resolved a maintenance issue in the House.

I received an announcement that an exhibit entitled "A Legacy of Danger: Lafayette's History of Coal Mining" is up at the Lafayette Public Library until mid July.

Former Historical Commission member Brian Chamberlin is writing the lead article for the Summer 2013 issue of *The Louisville Historian*. He takes a look at his two hometowns of Louisville and Lafayette and their common history. Brian grew up in Lafayette and now lives in Louisville, and in the past has done historical research on both towns and on their families.

A program being sponsored by the Library and Museum on Thursday, July 25<sup>th</sup> at 7 PM at the Library is "If These Stones Could Talk: Tales from Columbia Cemetery." This interesting program has relevance for Louisville history because of the many Louisville residents who were laid to rest at Columbia Cemetery in Boulder.

I made a presentation about Louisville history to 60 children at the Louisville Recreation Center's summer camp in June.

As a reminder about summer walking tours, Diane Marino's "La Farge to Memory Square" tour is scheduled for July 20 and Sept. 28, leaving from the Museum. Anne Robinson's second "Main Street Stories" tour is scheduled for Sept. 14, leaving from the Library. Both will start at 9:30 AM and have a "suggested donation" of \$5.00. Anne's first "Main Street Stories" walking tour in June had attendance of 13.

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Museum Visitors Report (these statistics represent visits to the Museum itself, and not inquiries that come in by email or phone): June visitors: 326; YTD: 1109.

**Membership Statistics for July 2013 Historical Commission Meeting**  
**(as of July 9, 2013)**

**New Paid Memberships for 2013:**

YTD new individual & family memberships for 2013:	27
YTD new Business Sponsorships for 2013:	<u>2</u>
YTD new memberships & sponsorships for 2013:	29

Total new paying memberships & sponsorships for:

- 2012 – 75
- 2011 – 92
- 2010 – 120
- 2009 – 118
- 2008 – 117
- 2007 – 68
- 2006 – 52