

**MUSEUM AND HERITAGE FUND ADVISORY BOARD
REGULAR MEETING
July 23, 2019**

Pete Wither, Chair, called the meeting of the Museum and Heritage Fund Advisory Board (MAHFAB) to order. Mike Lewis, Jim Peterson, Diane Holly, Mary Mayer, Museum and Heritage Fund Advisory Board members; Candice Bannister, Tread of Pioneers Museum; Laurel Watson, Hayden Heritage Center; were present. Deanna Sanchez prepared the minutes.

EN RE: REVIEW OF MINUTES

MOTION—APPROVAL OF MINUTES, APRIL 30, 2019.

Ms. Holly moved to approve, as modified, the minutes of the Museum and Heritage Fund Advisory Board's regular quarterly meeting of April 30, 2019.

Mr. Peterson seconded; the motion carried unanimously; 5-0.

MOTION—APPROVAL OF MINUTES, May 10, 2019

Mr. Lewis moved to approve the minutes of the Museum and Heritage Fund Advisory Board's special meeting of May 10, 2019.

Ms. Mayer seconded; the motion carried unanimously; 5-0.

EN RE: CAPACITY BUILDING GRANTS

Tread of Pioneers Museum – Howelsen Hill History Audio Tour

Ms. Bannister stated she met with the vendor at the American Association of Museum's conference in New Orleans in May and inspected and tested the audio tour post units in person. She was able to plan for some additional details with the representative who she has been in contact with for the last six months. Ms. Bannister is working on writing the text for the scripts that will make up the four 90 sec. audio clips for each theme/button on the audio tour post. After writing the scripts, they will be fact checked by the museum's historical accuracy committee. Ms. Bannister has secured a voice professional and recording studio that will donate time and services over and above \$200. This will save money on the project considerably, and increase the in-kind donation amount on the project. The next steps are to finalize and fact check the text and scripts, record the scripts with the voice professional in the studio, send audio clip files to audio tour post company to imbed sound into the audio post, design and print graphics on the post, and ship and install post at Howelsen Hill.

Estimated completion is late Fall 2019. Due to some other project priorities, and the unexpected ending of the Episcopal Service Corps intern program, this project will be delayed several months from the original target date completion.

There were no questions from the Board.

Hayden Heritage Center

Ms. Watson stated the Hayden Heritage Center is slightly behind schedule with the stewardship grant. The center had originally planned on sealing the floor in the fall as preparation for the storage area, which was not part of the grant. This did not happen when it had been anticipated and was put off until the spring when the outside temperatures reached above 50 degrees. This delayed the project as spring came rather late. The center did get the electric heater installed, boxes for rehousing purchased and rehousing started, and the shelving has been purchased and was delivered in June. The center is currently working on rearranging the freight room and putting up the shelving. They are anticipating completion of the grant late fall to early winter before December. The other grant that the center has open is the SHF Grant Match leverage of fund for the Depot Roof Rehabilitation. The Museum was awarded the State Historical mini grant for the Historic Depots roof rehab in June. The contract was fully executed July 8 and the center has started the process. They have met with the State Historic preservation specialists and are awaiting scheduling with the roofing company which is out of Denver. The roofing company is anticipating the work to be scheduled in late August early September and should take no more than 2- 3 weeks. The center anticipates closing this grant with MAHFAB upon completion of the work this fall.

There were no questions from the Board.

Yampa-Egeria Historical Society

Janet Ray was not present, so the Chair of the Board summarized the item. Mr. Wither stated the elevator project was completed.

There were no questions from the Board.

Historical Society of Oak Creek and Phippsburg

Mr. Wither summarized the item. He stated the Board received a notification letter that Routt County Board of Commissioners approved funding recommendations made by the Museum & Heritage Fund Advisory Board for the Coal Miner's Bucket Park Retaining Wall project in the amount of \$16,480 or 50% of expenditures- effective June 2, 2016. Due to mold remediation efforts, testing and project planning on the basement of the Tracks & Trails Museum the Retaining Wall Project is placed on temporary hold until direction on basement project is gained. Due to a project plan being in place for the basement efforts (Museum Revitalization Project), focus is simultaneously directed back to the Retaining Wall Project. The work for the project was completed in 2018 for this phase of the Landscaping Project. The grant was closed out by submitting the last reimbursement request on January 10th, 2019.

There were no questions from the Board.

Historic Routt County

Mr. Wither stated the grant for interpretive signs sponsored for Northwest Colorado Cultural Heritage Program is closed. The grant was \$5,000 to support content development and fabrication of two interpretive signs, one each for the More Barn/Yock Cabin, and Yampa- Gateway to the Flattops. Signs, frames & posts have all been fabricated and installed since the last report. The project received great PR in the Steamboat Pilot after the More Barn sign was installed. The grant was closed October 2018. The total reimbursement was \$4,862.88.

Mr. Wither added the grant sponsored for Perry-Mansfield Performing Arts School and Camp is closed. Historic Routt County sponsored a \$10,000 grant request for Perry-Mansfield Performing Arts School and Camp in April 2017. The grant was intended to support two specific line items in Perry-Mansfield's Phase 1 rehabilitation treatments of the Julie Harris Theatre. Due to fundraising challenges & staff changes at Perry-Mansfield, the rehabilitation work has been delayed. The board of Perry-Mansfield respectfully returned the grant funds to the Routt County Museum and Heritage Fund in April 2019.

Mr. Wither stated the next meeting will be held on October 22.

EN RE: NEW BUSINESS

There was no new business to be discussed.

EN RE: ADJOURNMENT

MOTION—ADJOURNMENT

At 6:43 p.m., Mr. Lewis moved to adjourn the meeting.

Ms. Holly seconded; the motion carried unanimously.

No further business coming before the Board, same adjourned sine die.

Deanna Sanchez, Staff Assistant

Pete Wither, Chairman