

## ***Louisville Historical Commission Agenda***

***May 16, 2018  
Louisville Public Library Meeting Room  
951 Spruce Street  
6:30 PM***

- I. Call to order
- II. Roll Call
- III. Approval of agenda
- IV. Public comments
- V. Approval of March 7, 2018 regular meeting minutes – *see attached draft*
- VI. Report from the Museum Coordinator
  - A. Approval of Deeds of Gifts from donors
  - B. Advice sought on donations of other artifacts being offered
  - C. Museum Coordinator’s written report – *see attached memo*
  - D. Updates on recent developments relating to Museum campus plans and funding, including:
    - i. City Council discussion/direction regarding funding options, fundraising for a new building, and the feasibility study
    - ii. Status report on RFP for structural work based to be done based on the Historic Structure Assessments
    - iii. Update on capital improvement & operational requests for the Museum
- VII. Formal request from the Commission to the City for two new part-time Museum positions to be funded from Museum operational moneys from the Historic Preservation Fund for the City’s two-year operational budget in 2019 and 2020

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(follow-up to the Commission's budget requests made at the March 2018 Commission meeting)

- VIII. Taste of Louisville – Saturday, June 2<sup>nd</sup> – Commission members to help with visitors at the Museum, 10-12:30 or 12:30-3
- IX. Labor Day Parade Planning with Foundation (Labor Day is Sept. 3<sup>rd</sup>)
- X. Reschedule of November meeting previously set for Wednesday, Nov. 21 (the evening before Thanksgiving); proposed new date is Wednesday, Nov. 28
- XI. Chairperson's Report
- XII. Pioneer Award: Discussion of nominations
- XIII. Items of common interest with the Historic Preservation Commission: reports from HPC and HC liaison to HPC
- XIV. Louisville History Foundation update
- XV. Commission comments & discussion items for next meeting
- XVI. Close meeting & adjourn

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

***March 7, 2018, 6:30 PM***

***Spruce Room, City Hall, 749 Main Street***

***(Meeting was moved from Library location due to Fire Dept. recommending  
the closure of the Library that evening)***

- I. **Call to order:** Commission chair Dan Mellish called the meeting to order.
- II. **Roll Call - Commission Members Present:** Dan Mellish, Paula Elrod, Gordon Madonna, Nancy Allen, Dave Hooley, Keith Keller, and Betty Scarpella  
**Commission Members Absent:** Jon Ferris, Joe Teasdale  
**City Representatives Present:**  
Jay Keany, City Council liaison  
Bridget Bacon, Museum Coordinator  
**Other Individuals Present:**  
Chuck Thomas, Historic Preservation Commission liaison  
Becky Harney, Historical Museum volunteer
- III. **Approval of agenda:** Members approved the agenda.
- IV. **Public comments:** Becky Harney announced that on March 24, there will be an open house at 7 Generations Farm located on the site of the historic Harney Farm. Becky said that she would be helping as a volunteer at the event. She noted that the interpretive sign for the Harney Pond is now up at Lake Park. Last, she mentioned that she would be helping with the History Colorado tour of downtown Louisville and the Museum on March 24<sup>th</sup>.
- V. **Approval of January 3, 2018 regular meeting minutes:** Minutes were approved.
- VI. **Discussion/Direction – Louisville Interpretive Sign Proofs:** In a discussion of the signs, Nancy Allen conveyed a few edits on the proofs that Bridget said she would give to Lauren Trice of the Planning Dept. More information will be coming regarding a Blue Parrot interpretive sign.
- VII. **Report from the Museum Coordinator:**

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- A. Approval of Deeds of Gifts from donors** - The Commission decided to approve the following 6 donations:
1. Rosemary Rippeth: photos, scrapbooks, and documents relating to Louisville from the estate of Marion Thirlaway.
  2. Beryl Rippeth: Four books that belonged to longtime Louisville teacher Lydia Morgan.
  3. Louisville Water Treatment Division: historical documents and ledgers relating to the S. Boulder & coal Creek Irrigating Ditch Co.
  4. Linda Knight: items relating to the Johnson and Wilson families of Louisville, including receipts and payroll statements from local mines.
  5. Laurinda Sturr: program for a 1955 dance recital in Louisville.
  6. Shirley Bodhaine: four original historic photos relating to Louisville.
- B. Advice sought on donations of other artifacts being offered:**  
Bridget asked for advice on one item. The Hecla Mine Casino was torn down recently, and Lauren Trice retrieved two original windows from the building. They could be an interesting feature to display in a new museum building, particularly given their authenticity and connection to an important part of Louisville labor history. The Commission advised that the windows be retained. Bridget will present the Deed of Gift for formal approval at the next Commission meeting.
- C. Museum Coordinator's written report:** In addition to her written report, Bridget reported that Becky Campbell is the interim department director overseeing the Library. The new Deputy City Manager will oversee the Museum during the interim. It is anticipated that there will be a national search for the new Library & Museum Director using a search firm. On the same day as the Harney-Lastoka event, there is also an event to bring people from Denver via History Colorado to visit Louisville for the day. Anne Robinson is going to give them a walking tour and they will tour the Museum; the event is for 40 people with more on a waiting list. Summer walking tours will be given by Diane Marino and Jason Hogstad. 68 people came for the most recent Art Walk. Bridget now plans 30 programs / year. Tomorrow a visit by Bridget to Frasier Meadows, probably to be attended by about 50 people, for the same program as presented at Anthem for about 200 people. On March 15, Doug Conarroe will speak about the coal giants, the companies owning the old coal mines, linked to his book on Lafayette. Paula asked about videotaping this and other talks. Dave Lee will start putting the 10 oral histories on Channel 8.

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**D. Updates on recent developments relating to Museum campus plans and funding:**

- i. Upcoming Foundation presentation to City Council regarding fundraising for a new building and the feasibility study:** Upcoming City Council agenda item will be in May. Ray Merenstein will help present. Meeting to discuss will be held on March 23 with Heather Balsler, Jay Keany, Dan Mellish and possibly Paula Elrod. Commission members will be reminded about the date of the City Council meeting so that they can attend.
- ii. Status report on RFP for structural work based to be done based on the Historic Structure Assessments:** The reports list critical, serious, and minor deficiencies. There's money in the budget (\$60K) to begin. An issue to address first is the foundation of the Tomeo house. Bridget met with the facility manager to discuss this and there is a proposal to first have design work done.

**VIII. Capital improvement & operational requests:** City moved to a 2 year operational budget, and a 6 year capital improvement projects (CIP) budget. Commission's input is needed regarding budget requests. There will be a meeting on April 17 with Council to discuss the input from all commissions. There was general agreement that the City should not do anything that will be covered by the new Museum & Visitor Center building project, but current needs must still be addressed. Commission discussed and supported the following CIP requests: 1) Need to make the site of the new building is ready for school tours (nails sticking out of wood timbers where kids sit on the old foundation now). 2) The Jacoe store had a new furnace and AC unit, and this is needed in the other buildings, so requesting \$40K for the 2 buildings together, planning 2 years out. 3) Funds to address additional HSA recommendations. 4) Funds for City portion of new building in CIP. 5) Funding to get to the 30% design drawings, to get to greater budget clarity on the building. 6) Funding for new workstation for staff & volunteers in the Jordinelli House. In terms of operational budget requests, the following were discussed and supported. New operating funds from the tax continuation would be available in 2019 or 2020. Council will need to approve the actual allocation. Bridget will request continued funding in the regular funding categories. It was suggested that with the new availability of HPF funds, and to follow on past discussions, new funds for staff should be requested, along with funding for workspace. The Business Plan encouraged more outreach, greater visibility for the Museum and its programs, more use of volunteers, and this could be done through adding at least one new part-time person to extend public hours to 5 days a week, offer more public hours, substitute in a schedule, do outreach, partner with community organizations and events, do volunteer coordination, and other activities outlined in the Business Plan. It was previously noted that the number of programs is now quite high at 30 per year, and Bridget needs help with

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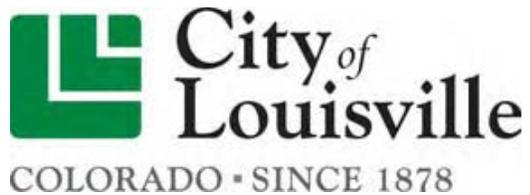
organizing those programs. Another idea is in support of fundraising. The feasibility study concluded that there is potential for the Foundation to raise \$2M to \$2.5M, and some other city museums have hired development staff, on staff. This could be someone on contract. It would be desirable to continue to have funding in future years for an oral history intern; and at some point, a budget might include an exhibit planner. Polling funds, if not needed, could be considered to be put to a different use such as the funding of an economic impact study, suggested by Nancy Allen, or the 30% design. Nancy also noted that it is important that the Commission show that it supports the concept of having more outreach and events, and showing how critical the Museum is to Louisville, and that the Commission should make requests relating to increased staffing, etc., but how exactly the requests are stated is of less importance than the Commission supporting the concept of increasing and strengthening Museum activity and outreach through the budget requests. Commission members agreed with this approach.

- IX. Approval of changes to Commission meeting schedule to shift from meeting on first Wednesday to third Wednesday of every odd-numbered month:** All were in favor.
- X. Chairperson's Report:** Dan met with Heather Balser earlier this week, following on her invitation to all the commission and board heads. Next steps with respect to planning include the meeting on the 23rd. Dan and Gordon reported on some recent conversations that they have had with City Council members.
- XI. Pioneer Award**
  - A. Update on presentation of award at Chamber of Commerce banquet:** Paula reported on the presentation to Don Buffo's family, which went very well.
  - B. Appointment of subcommittee of two Commission members to prepare nominations for next Pioneer Award, per the policy adopted by the Commission:** Paula and Betty volunteered for the subcommittee. All voted in favor.
- XII. Items of common interest with the Historic Preservation Commission: reports from HPC and from HC liaison to HPC:** Chuck reported on recent items that have come before the HPC and projects that the HPC is working on.
- XIII. Louisville History Foundation update:** Foundation members recently met with Ray Merenstein, who discussed the timeline and amount to be raised, noting a fundraiser would be helpful. In the meantime, it is recommended to make the Museum as visible as possible.
- XIV. Commission comments & discussion items for next meeting:** None
- XV. Close meeting & adjourn:** Dan closed the meeting and it was adjourned.

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## Memorandum

To: Historical Commission  
From: Bridget Bacon, Museum Coordinator  
Date: May 8, 2018  
Re: Museum Coordinator's Report

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This year's volunteer appreciation event for the Commission members, Foundation board members, and regular Museum volunteers is scheduled to take place just before the Historical Commission meeting on Wednesday, July 18<sup>th</sup>. You'll all receive invitations and I hope that you can come!

I'm happy to report that Jason Hogstad, who was last year's Visitor Services Intern, is returning this summer as Visitor Services Representative. Jason will lead four historic walking tours called "Louisville 101" in June and August this summer and will help with Art Walk events and regular Museum visitors. Also, the Oral History Internship position for this year was just filled, and I'm happy to report that Gigi Yang has accepted the position.

Thanks to City funding, Tom Mensik was able to attend the annual conference of the Colorado-Wyoming Assn. of Museums when it took place in Cheyenne last month.

The May Art Walk, which at the Museum featured the topic of "Lost Louisville," drew 123 visitors to the Museum that evening. Also, now that the weather is nice, Fireside Elementary third graders will visit the Museum next week for their annual visit.

For the June Art Walk at the Museum, we'll have folks from the Louisville Society of Italian Americans to chat about their organization and we'll feature information about Italians in Louisville. Also, Diane Marino will give a walking tour of the neighborhood at the "Top of the Hill" in Old Town in June.

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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): February visitors: 137; March visitors: 368; April visitors: 149.