

I. OPENING

Regular meeting called to order by Commissioner O'Hara. Pledge of Allegiance. Roll call.

COMMISSIONERS PRESENT:

Susan O'Hara/ Doug Mooney/Dave Stockton. Apologies for absence received from Erin Dunn and Roberta Page.

STAFF PRESENT:

City Manager Regan Candelario/Fortuna Depot Museum Curator Alex Service. Apologies for absence received from Parks and Recreation Department Office Supervisor Christina Boone.

CITY COUNCIL LIAISON:

Tami Trent

II. ORAL COMMENTS FROM THE PUBLIC

None.

III. APPROVAL OF MINUTES

The Minutes of the September 11, 2013 Historical Commission Meeting were approved, M/S/C, Stockton/O'Hara

IV. BUSINESS

A. Signing of Historical Commission By-Laws

Commissioner O'Hara, as Chairman, signed the revised by-laws of the Fortuna Historical Commission, revised to reflect the new meeting time of 6:00.

B. Request to Historical Commission From Bob Hansen

Discussion was held of the request made by Mr. Bob Hansen at the September 11, 2013 Historical Commission meeting, that the Commission consider trading a bottle in the museum collection for a bottle in Mr. Hansen's collection. Commissioners O'Hara and Stockton both stated that they are concerned about the precedent that would be set if the Commission engaged in such a trade. City Manager Candelario asked whether the bottle being offered would be a major addition to the museum's collection; Curator Service expressed that there are similar items, from the company, already in the collection. Commissioner Mooney asked if the Depot Museum has a set de-accessions policy. From discussion, it seems that there is currently no formally adopted policy, and this may be a need for the Commission to address. City Manager Candelario urged that the Commission retain flexibility in terms of policy-setting, rather than becoming too bound by a written policy. Commission Mooney agreed with Commissioners O'Hara and Stockton that the museum and the Commission should not be in the business of trading artifacts, but said that he would like to see some guidelines for appropriate de-accession procedures. Curator Service stated that such guidelines are available through organizations such as the National Association of Museums; she will look into providing some for the Commission's reference. It was decided that the Historical Commission will decline, with thanks, Mr. Hansen's generous offer. M/S/C, Mooney/Stockton

C. NWPRR Arcadia Book Project

The Depot Museum's new book in Arcadia Publishing's Images of Rail Series, *Northwestern Pacific Railroad: Eureka to Willits*, will be released on November 18. City Manager Candelario will have an agenda item put on the agenda for the City Council meeting on December 2, for Commissioner O'Hara and Curator Service to introduce the book and present copies to the City Council members. Several publicity events for the book are schedule. There will be book-signings at the museum on two or three Saturdays in November and December. Commissioner O'Hara and Curator Service are the featured speakers at the Humboldt County Historical Society's monthly local history lecture at the Humboldt County Library in Eureka, at 1:00 on Saturday, December 7. They will also be doing a book-signing at

Historical Commission Minutes – November 13, 2013 (cont'd)

Rain All Day Books in Fortuna during the Al Grey Lighted Parade on December 13. City Manager Candelario suggested that O'Hara and Service attend the December Chamber of Commerce Mixer to promote the book. There was discussion of promotional and advertising opportunities for the book. Councilmember Trent asked whether there are any upcoming "speeder train" events by the Timber Heritage Association, which could be promotional opportunities. Curator Service will contact the THA. Curator Service has contacted Horizon Business Products regarding a vinyl banner promoting the book, and discussed the costs of different sizes of banner. It was decided to purchase the 3 ft. x 6 ft. banner size, and also to purchase newspaper advertisements to promote the book-signing events, at a cost of up to \$300. M/S/C, Stockton/Mooney

D. December Events and Installation of Exhibits

Dates for upcoming museum-related events are: November 30: installation of holiday exhibits. December 14 – 22nd: "Lights Before Christmas" light and music show on exterior of Depot Museum building. December 15, 2:00: Depot Museum volunteer appreciation reception. December 18: City employees potluck around noon; Historical Commission members are invited.

E. Museum Security Bid from Holmes Security

Continuing the investigation of the Depot Museum's security coverage as initiated at the Commission meeting of September 11, we have received a bid from Holmes Security, the firm which supplies the security system used in Rohner Park. The bid is for a video security system including 6 cameras, monitor and supplies, for a total of \$6,410. In discussion, Commissioners and staff agreed that this bid seems high, and that we should investigate a wider range of options, possibly including both bids/pricing from other companies and/or stores, and a revised bid from Holmes Security. Commissioner Stockton and Councilmember Trent both mentioned the security cameras available from Costco, which have motion-activated recording. Curator Service will work with Recreation Office Supervisor Boone to further investigate this question.

F. Upcoming "Conversations at the Depot" Programs

Commissioner O'Hara conveyed a report received from Commissioner Dunn via e-mail. Commissioner Dunn is investigating options for presenting a "Conversations" program in late January, since she will be out of town earlier in the month.

G. Potential Accessions/De-Accessions

No accessions or de-accessions were proposed.

V. REPORTS

A. Chairman Report

Commissioner O'Hara had no further report beyond the updates on the release and publicity events for the Northwestern Pacific Railroad book.

B. Recreation Office Supervisor Report

In the absence of Recreation Office Supervisor Boone, City Manager Regan Candelario delivered a report. He stated that the city is committed to enabling the museum gift shop to be able to stock the new NWPRR book. He would also like to see the books available for purchase at the River Lodge gallery and City Hall. Manager Candelario shared that Commissioner Mooney was a member of the winning team (representing Fortuna Sunrise Rotary Club) in the tournament for the opening of the bocce ball court. City Manager Candelario mentioned that the bocce ball courts are envisioned as a venue for fund-raising; we could look into putting together a team as a fund-raiser for the museum (perhaps raising funds for the security cameras). The Public Works director position is still open. The City Council has given approval to raise the salary. A contractor is working with the city as an interim measure, and City manager Candelario is filling in on some of the duties. The city is hoping to re-recruit for the position in January, to fill it in March.

C. Curator Report

Curator Service led discussion of the railway-related photos to be printed, framed and displayed in the caboose, funded by a grant from the McLean Foundation. The commission gave approval for Commissioner O'Hara and Curator Service to choose the photographs, M/S/C Mooney/Stockton

D. Staff Report, September—October 2013:

Curator Service led a brief discussion of the submitted staff report.

Historical Commission Minutes – November 13, 2013 (cont'd)

E. Commissioner Reports or Comments:

Commissioner Stockton: Congratulations to Susan and Alex on the new book. Commissioner Stockton's Arcadia Publishing title on the 1964 flood, co-authored with Greg Rumney, is due for release in March.

Commissioner Mooney: Had to apologize for not being able to attend the Kiwanis luncheon at which Erin Dunn was the featured speaker (he returned the complimentary ticket to Supervisor Boone). Shared more details on the bocce ball tournament; the winning team was to put together the night before the tournament when another team dropped out. Wants to state that the cemetery tour "Grave Matters and Untimely Departures" is a great event, with amazing stories.

VI. Adjournment:

Next Historical Commission meeting, Wednesday, January 8, 2013, at **6:00 p.m.** at the Depot Museum. There being no further business, the meeting was adjourned at 7:10 p.m., M/S/C, Stockton/Mooney.