

## Minutes Historical Museum Advisory Board October 1, 2009

Minutes of the Historical Museum Advisory Board held on October 1, 2009, 9:00 a.m., at the Tempe Public Library Board Room, 3500 S. Rural Road, Tempe, Arizona.

**Board Present:**

Lisa Roach, Chair  
Anne Chandler  
Betty Enz  
Gail Fisher  
Robert McKinley

**Board Absent:**

Dan Killoren  
Julie Syrmopoulos

**City Staff Present:**

Adrienne Richwine, Deputy Community Services Manager, Library and Cultural Services  
Amy Douglass, Museum Administrator  
Jerri Copenhaver, Administrative Assistant

**Guests Present:**

Veronica Jones  
Victor Linoff

**Meeting convened at 9:07 a.m.**

**Chair Lisa Roach** called the meeting to order.

**Agenda Item 1 – Consideration of Meeting Minutes for September 3, 2009**

**MOTION:** Betty Enz moved to approve the minutes of September 3, 2009.

**SECOND:** Robert McKinley

**DECISION:** Carried unanimously.

**Agenda Item 2 – Communications**

- **Dr. Amy Douglass** reported that **Jean Berry** has resigned from the Board, so there are now three vacancies. She read **Ms. Berry's** letter of resignation.
- **Anne Chandler** announced that she will appear on an upcoming episode of the television show, *Antiques Roadshow*. She said it is supposed to be on television in April or May.

**Agenda Item 3 – Museum Staff Update**

**Dr. Amy Douglass** gave an update on the **museum staff**.

- She announced that **Josh Roffler** is the new Curator of Collections. Since he was formerly the museum's Registrar, that position is now vacant.
- **Dr. Douglass** has submitted a request to fill the vacant Registrar position, and is waiting for approval from the City's Budget Office.

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#### **Agenda Item 4 – Renovation Project – Exhibit Content**

**Dr. Amy Douglass** reported on the progress of the museum renovation.

- She said the museum staff and **Ron Davis**, the exhibit designer from **Gyroscope**, visited the shop of **Motif**, the company that is building the exhibits.
- **Dr. Douglass** said they viewed many of the exhibit components and were very pleased with **Motif's** progress and the high quality of workmanship.
- She asked the Board for their overall impression of the exhibit text for the main exhibit gallery, which had been sent for their review, after last month's Board meeting.
- The Board members liked the **exhibit content**, saying it was very interesting, accurate and informative.

#### **Agenda Item 5 – Reopening Event Planning**

**Dr. Amy Douglass** reported that the **reopening event planning** committee has selected the dates of February 26 and 27, for the evening reception and the public opening.

- She indicated that subcommittees have been formed and they are busy planning various aspects of the events.
- **Dr. Douglass** gave some of the preliminary details for the Friday evening "invitation-only" reception and the public reopening on Saturday.
- **Chair Lisa Roach** reported that the **Tempe Fire Department**, the **Tempe Police Department's Crime Prevention Unit** and the **ERIC** vehicle (Educational/Recycling Information Center) will be at the Saturday event.
- **Gail Fisher** suggested inviting a television personality to be a guest emcee at one of the events. She also thought that fundraising should be incorporated into the events.

#### **Agenda Item 6 – Board Standing Committee and Representative Reports**

##### **6A Petersen House Endowment Committee**

There was no report. A new representative is needed for the committee.

##### **6B Public Programs Representative**

**Chair Lisa Roach** said the **Public Programs Committee** has not met.

##### **6C Policy, Procedures and Accessions Representative**

**Anne Chandler** read the **Policy, Procedures and Accessions Committee** report for September.

- There are currently 16 provisional deposits. There was one new incoming loan and no new accessions.
- All of the artifact catalog numbers in *The Museum System* (TMS) software have been now been standardized and location codes for the artifacts are being recorded.

##### **6D Historic Preservation Representative**

In **Dan Killoren's** absence, **Victor Linoff** made some remarks.

- He said he was unable to attend the **Historic Preservation Commission's (HPC)** meeting in September.
- **Mr. Linoff** said they had a light agenda with the primary item being the design guidelines for the **Roosevelt Addition Historic District**.
- He also said that the design for the historic district signage has been completed.

##### **6E Tempe Historical Society Representative**

**Betty Enz** reported that the **Tempe Historical Society's (THS)** lunch talks would resume on November 4.

- She said the next **THS Board** meeting would be on October 14.

##### **6F Diversity Awareness Representative**

**Dr. Amy Douglass** said the African American Advisory Committee has continued to meet throughout the summer.

- She said they are continuing to work on oral histories.

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- **Dr. Douglass** said the committee plans to apply for an Arizona Humanities Council grant to publish a booklet about African American history in Tempe.

#### **6G Oral History Representative**

**Robert McKinley** reported that the **Oral History Committee** met on September 8.

- He said there are over 200 people on the oral history interview list. About 50 of those are on the high priority list. He showed the Board the list.
- **Mr. McKinley** said more than 90 of the existing interviews still need to have signed releases. He said the current policy is to obtain a signed release, prior to the interview.
- He also reported that five new volunteer interviewers were trained at a recent oral history workshop.

#### **Agenda Item 7 – Hard Hat Tour of Museum – Bryan Parker**

**Amy Douglass** and **Bryan Parker**, Project Superintendent for **Brignall Construction**, gave the Board a tour of the renovation construction site.

#### **Agenda Item 8 – Board Announcements**

**There were no announcements.**

#### **Agenda Item 9 – Future Agenda Items**

- Budget and staffing
- Fundraising
- Ideas for attracting volunteers
- Communication and Media Relations information

The Board's next meeting will be November 5, 2009.

**Meeting adjourned at 10:30 a.m.**

Prepared by: Jerri Copenhaver

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Lisa Roach  
Chair, Tempe Historical Museum Advisory Board