
Minutes
Double Butte Cemetery Tour Committee
Subcommittee of Tempe Historical Museum Advisory Board
July 12, 2010

Minutes of the Double Butte Cemetery Tour Committee, a subcommittee of the Tempe Historical Museum Advisory Board, recorded at 5 p.m. on July 12, 2010, in the Tempe Public Library Connections Café Program Room, 3500 S. Rural Road, Tempe, AZ.

(MEMBERS) Present:

Lisa Roach, Chair - Tempe Historical Museum Advisory Board
Vince Murray - Tempe Historical Society
Eduarda Yates - Double Butte Cemetery Advisory Committee

(MEMBERS) Absent:

Anne Chandler - Tempe Historical Museum Advisory Board
Korri Turner - Tempe Historical Museum Advisory Board

City Staff Present:

Mike Branom, Senior Aide - Community Relations Department
Denise Rentschler, Community Outreach and Marketing Coordinator - Recreation Division
Shawn Wagner, Community Services Department Administrator - Recreation Division

Agenda Item 1 - Call to Order

- Lisa Roach, Double Butte Cemetery Tour Committee Chair, called the meeting to order at 5:06 p.m.

Agenda Item 2 - Public Comments

- No public comments recorded.

Agenda Item 3 - Plans, Ideas for Double Butte Cemetery Tour Fundraiser

- Lisa Roach, Double Butte Cemetery Tour Committee Chair, presented the committee members with a brief overview of the proposed walking tour throughout the Double Butte Cemetery.
- L. Roach explained that the tour is a fundraiser event; Roach further stated that the tour is scheduled to take place from 2 to 4 p.m. on Saturday, October 30, 2010.
- Denise Rentschler, City of Tempe Community Outreach and Marketing Coordinator, and Shawn Wagner, City of Tempe Recreation Division Administrator, reported that the Arizona State University (ASU) Homecoming Celebration, as well as the City of Tempe Halloween Carnival at Kiwanis Park, is scheduled to take place on October 30.

-
- L. Roach inquired about altering the date of the fundraiser tour to Sunday, October 31; S. Wagner proposed moving the date of the tour to October 31 and stated that in general, Double Butte Cemetery burials are not scheduled on Sundays.
 - L. Roach facilitated a discussion regarding moving the proposed date of the fundraiser tour from October 30 to October 31; the Double Butte Cemetery Tour Committee members unanimously agreed to move the date of the tour to Sunday, October 31.
 - L. Roach confirmed that the timeframe of the event will remain 2 to 4 p.m.
 - L. Roach explained that 13 notables will be featured along the walking tour within the cemetery.
 - D. Rentschler and S. Wagner distributed cemetery brochure copies to the committee members that clearly-outlined a walking path within the cemetery.
 - L. Roach facilitated a discussion regarding the logistics of the event; L. Roach proposed that the event have a shotgun start and further explained that a shotgun start will break-up groups of people and direct them to pre-assigned stations to begin the walking tour at the same time at each stop.
 - L. Roach inquired about the registration process for the event; D. Rentschler suggested that in addition to buying tickets, tour participants register in person using the CLASS Registration System used by the City of Tempe.
 - L. Roach facilitated a discussion regarding refreshments, caterers and the costs attached to serving and purchasing refreshments; Roach explained that the Tempe Historical Museum Advisory Board members suggested serving hot chocolate, hot cider and cookies.
 - L. Roach inquired about the possibility of offering premium refreshments coupled with take-home gifts; Roach cited t-shirts and calendars as possible take-home gifts.
 - L. Roach facilitated a discussion related to the proposed tour gifts; Roach confirmed that the committee members would like to distribute 13-month December-to-December calendars to the tour participants that feature historical photographs of the tour notables reproduced from the archives of the Tempe History Museum.
 - D. Rentschler facilitated a discussion regarding tour publicity and media opportunities.

Agenda Item 4 - Future Meeting Dates

- Lisa Roach, Double Butte Cemetery Tour Committee Chair, initiated discussion related to future committee meeting dates; L. Roach suggested that the committee meet at a date to be determined to walk the path of the fundraising tour as a means to determine how to best address the logistics of the event.
- L. Roach inquired about the development of an event title for the fundraising tour; Roach confirmed that the tour of the cemetery will be titled, "Tales from Double Butte."

Agenda Item 5 - Adjournment

- Meeting adjourned by Lisa Roach, Double Butte Cemetery Tour Committee Chair, at 6:16 p.m.

Prepared by: Rachael Peterson, Library and Cultural Services Division Administrative Assistant

Reviewed by: Dr. Amy Douglass, Tempe History Museum Administrator

Lisa Roach, Chair
Double Butte Cemetery Tour Committee