



**FARMERS
BRANCH**

City of Farmers Branch

Minutes

Farmers Branch
Dodson House
2540 Farmers Branch Ln
Farmers Branch, TX 75234

Historical Preservation & Restoration Board

Tuesday, January 22

6:30 PM

Dodson House

Meeting held at 6:30 PM at the Dodson House Main Room

Presiding: Chair Ann Christman

Present: Carol Dingman, William Frome, Johannes Hylkema, Bitsy Laney, Danielle Neumeyer, Bill Stolp, and Warren Wetzel

Absent: Gail Cope, Kay Lynn Lyon

Staff: Mike Mashburn, Parks and Recreation Assistant Director and Wimberly Phillips, Recreation Superintendent

A. AGENDA ITEMS

A.1 Call to order.

Meeting was called to order at 6:30pm.

A.2 Approval of minutes from the January 22, 2019 Board meeting; and take appropriate action.

Will Frome moved to accept the minutes as presented. Johannes Hylkema seconded. Motion carried unanimously.

A.3 Consider excusing the absence of William Frome, Johannes Hylkema and Bitsy Laney from the November 27, 2018 Board meeting; and take appropriate action.

Ann Christman explained that she was notified in advance of these absences. Danielle Neumeyer moved to excuse these absences. Bill Stolp second. Motion carried unanimously.

A.4 Consider possible donation to the Historical Park by the Good Family; and take appropriate action.

The donation is a solid iron anvil. The Curator recommended the Board accept the donation. It will be stored in the blacksmith shop. There was some discussion by Will Frome as to why the Board had to do this process to which our policy was explained. Carol Dingman asked if we were going to have blacksmith demonstrations now that we have an anvil to which Wimberly Phillips stated yes. There was further discussion regarding the forge and the repairs needed. There was further discussion as to who the Good family was. Will Frome moved to accept the anvil as part of the Historical Park expendable collection. Bitsy Laney second. Motion carried unanimously.

A.5 Discuss reading excerpts from Dr. Gilbert's journal at the City Council meetings; and take appropriate action.

Ann Christman explained how there were volunteers in the past that had read excerpts from Dr. Gilbert's journal during the City Council meetings, but for some reason that had dwindled. Carol Dingman suggested we begin reading once a month, which it was agreed that once a month was sufficient. There was discussion as to the schedule and content of the readings. Will Frome moved to continue with the readings during the first City Council meeting each month. Johannes Hylkema seconded. Motion carried unanimously. Johannes volunteered to read in March, Will volunteer to read in April and Ann to read in May. Bitsy Laney may possibly do February during the meeting which *The Witness to History* award will be presented.

A.6 Receive committee updates; and take appropriate action.

Events committee: Wimberly Phillips discussed the blog on the Laura Ingalls Wilder event. Christmas tea numbers were presented, and they were down from the prior year. Prairie to Posh dinner, bad weather. Tours were good. There was discussion regarding Santa Fe Days, what the event is about, how it could be moved to the Historical Park and the possibilities of how we could make it a successful event. There was some discussion regarding the Steward Program and the tours that are being given where the Steward is not in costume, nor knowledgeable about the structures. Carol Dingman took the tour and felt it was not up to the Historical Park standards. There was some discussion regarding the volunteer pool and how it has diminished. There was discussion regarding the Tree Lighting event and why it was moved. There was discussion regarding how to make the Steward and/or volunteer program better. One idea was starting at mentor program.

StEPs committee: Bill Stolp discussed the formation of the committee and that they had their first meeting. They have begun the Mission Statement section. The first three standards have been completed. Contractor, Denise Winger was present and will be the documentation keeper. The committee will begin working on steps four through six. The goal is to have the first standard completed by the end of February or beginning of March.

Strategic plan: The last update meeting was in November and the next one was the following day. There are three topics to be discussed. One-Final goal, which is fiscal responsibility and sustainability. Becoming a public enterprise rather than a public agency to be able to seek funding outside the City constraints. There was discussion regarding hiring someone to fundraise

for the Historical Park to help achieve the fiscal goal.

Two-Justification for a museum building and why the Historical Park would need one. Gail Cope did extensive research on the justification for a museum building to present.

Three-Tell our story. Carol Dingman listed things associated with our story such as our buildings and our collection. There was discussion as to how to make City Council understand our story and provide them with the knowledge to understand the story of the Historical Park. There was further discussion as to how to educate not only City Council, but the residents and community about the Historical Park.

A.7 Receive and discuss Director's report.

Michael Mashburn explained how the Board will begin receiving quarterly reports that will give a snapshot as to how the park is doing in several key metrics. A year-over-year comparison will be included to show where certain measurable are fluctuating, with a narrative explaining this fluctuation.

B. ADJOURNMENT

Warren Wetzel moved to adjourn the meeting. Johannes Hylkema seconded. Motion carried unanimously.

The meeting adjourned at 7:49 p.m.



Chair



Acting Secretary