

**MUSEUM AND HERITAGE FUND ADVISORY BOARD  
SPECIAL MEETING  
May 10, 2019**

Pete Wither, Chair, called the meeting of the Museum and Heritage Fund Advisory Board (MAHFAB) to order. Ellen Bonnifield, Mike Lewis, Jim Peterson, Museum and Heritage Fund Advisory Board members; were present. Helena Taylor prepared the minutes.

**EN RE: CAPACITY BUILDING GRANTS**

**Tread of Pioneers Museum – Howelsen Hill History Audio Tour Post – TABLED FROM APRIL 30, 2019**

Mr. Peterson stated in addition to reviewing the e-mails between Helena and Candice, he spoke to Ms. Bannister and asked my questions about the Howelsen Hill History Audio Tour Post. Those questions basically were:

1. Grant Request and Cash Match below is the financial items with additional details.
  - \$3,000 MAHFAB Grant requested
  - \$1,500 Tread of Pioneers cash contribution
  - \$1,500 In-Kind from the City of SS for the installation of the audio tour equipment and solar panel. The audio tour is solar powered.
  - \$6,000 Total Project Budget
  
2. Location where the audio tour will be installed:

Candice explained that the equipment would probably (still being determined with the City) be installed near the front door of Howelsen Hill Lodge under the covered entry walk. Being under the cover would provide some protection from the weather and snow removal equipment. The solar panel will be installed on the roof of Howelsen Hill Lodge to power the system.
  
3. Ongoing Maintenance of the audio tour equipment: Maintenance of the audio tour was a major concern of mine as over the years I have seen too many grant projects in the City where the grant paid for the project but did not provide any funds for future maintenance (ie: bike trails, Lithia Springs improvements, etc.)

Candice explained that the Tread of Pioneers Museum was entering into a written agreement with the City where the Museum would be responsible for repairs and maintenance of the equipment. This could include a long term service contract with the manufacturer. The manufacturer estimates a 10 year life for the audio equipment, hopefully the life will be longer with the equipment protected from the weather. Candice also volunteered that beginning in the Tread's 2020 budget they would be including funds for maintenance of various museum displays located outside of the museum.

I am prepared to make a recommendation that MAHFAB recommend to the BCC the \$3,000 grant request for the Howelsen Hill Audio Tour Post.

The Board did not have additional questions.

**MOTION**

Mr. Peterson moved to recommend the approval of the Tread of Pioneers Museum's Howelsen Hill History Audio Tour Post grant in the amount of \$3,000 or 50% of the expenditures. Noting that all the outstanding questions have been answered to the Board's satisfaction. Ms. Bonnifield seconded the motion; the motion carried unanimously.

Ms. Bannister wanted to thank the Board for holding the special meeting to consider the grant and apologized for not being able to attend the regular meeting due to illness. Had she been at the meeting, she would have been able to answer the questions the Board had at that time.

**EN RE: ADJOURNMENT**

**MOTION—ADJOURNMENT**

At 12:06 p.m., Ms. Bonnifield moved to adjourn the meeting. MR. Lewis seconded; the motion carried unanimously.

No further business coming before the Board, same adjourned sine die.

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Helena Taylor, Staff Assistant

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Pete Wither, Chairman