



WORKSESSION  
CULTURAL RESOURCES BOARD  
Friday, August 26, 1988  
12:00 Noon

Fort Collins Museum

Present: Jane Folsom, Chris Jones, Bill Kneeland, James Weitz, Jane Nevriy,  
Ruth Hornberger  
Absent: James Peterson  
Staff: David Siever, Brian Moroney, Agnes Dix, Linda Green

Before the worksession began on the Museum, one bookkeeping matter was discussed concerning the method of payment for the sign project. After some discussion, it was decided not to open a separate checking account for the CRB but rather to work through the Foundation in the normal method. Linda Green will work with Diane Hogerty and Brian Moroney to handle the disbursements.

I Storage

Storage is still the most critical need for the Museum. Present storage at the Power Plant building is questionable, due to the uncertain nature of the future of that location. There will be a storage survey done to help identify areas of storage needs. The Wood Street, city-owned land was discussed as a possible location. A loading dock would be necessary as well as some kind of climate control equipment. One other option might be the Old Post Office, if it becomes available.

ACTION: Review needs as identified from survey. Gather facts on cost of building a new facility or long-term leasible space. Brian Moroney will call Tom Frazier for city-owned storage options. Get data to the Cultural Resources Board and put together a presentation to be sent to Council with various recommendations. Solicit grant funds for the project. Jim Weitz and Jane Folsom to go through a multiple listing guide for possible rental spaces and bring to next meeting.

II Courtyard Expansion

Mr. Moroney described an idea to extend the fence to enclose the present parking lot behind the building to be included in the courtyard area. The handicap access would remain. Tear down the garage and plant some trees so that the space could be used for programs. Would need to get legal clarification on green space requirements, in writing, from the City Attorney's Office. After a design is completed, see if the city could match donations. Jane Nevriy suggested approaching the Junior League to help with the project.

ACTION: Brian Moroney to request information on the legality of the project as it relates to the green space issue. He will do a scale drawing as a preliminary design. A formal proposal to the Junior League needs to be written and a presentation to see if they would be willing to take it on as a project.

### III CRB's relationship to Museum

There is a need to expand the sub-committee. Bill Kneeland and Jim Weitz volunteered to join the committee. Jane Folsom suggested adding some members from outside the Board. It was decided to hold on outside members for now. This committee could expand in the future to deal with Museum issues similar to the Lincoln Center Board of Directors, and reports made to the CRB monthly.

### IV Museum's position in City's organizational structure

This was an informational item. At this point, the Museum answers to David Siever and he answers to the service level director (still to be hired). It is felt that the Museum should answer directly to the new service level director. It would enhance the Museum's position in the city structure and make it more equal with the Lincoln Center and the Library. It will depend on who is hired and how he/she will want to structure the department.

### V "Friends" - Museum support

Some of the items that need to be discussed and worked out on a "friends" group would include: purpose; responsibilities; relationship to CRB, City Government, to Museum staff, to present volunteers; models; and how to solicit members.

Mr. Moroney felt that a definite statement of purpose was the most critical item. This should be done prior to any organization to govern future operation. He distributed some by-laws and statements from other similar organizations in other areas. He felt that any fund raising would be done to enhance the present operation and would only supplement the city operating and maintenance budget. He felt special projects would be more appealing.

Jane Nevriy felt the way to organize would be to have a strong Board and then break into sub-committees to handle each project.

David Siever explained how the Lincoln Center Board and the Support League worked at the Lincoln Center.

Jane Folsom suggested contacting A-B department heads who may not already be aligned with other groups.

James Weitz suggested that the organization of this type of material-the statement of purpose, the responsibilities, the by-laws

and the plan for recruitment be handled by the Museum sub-committee who will report back to the full CRB.

There will be an organizational meeting planned for September 8th to begin the process of starting this kind of group.

#### VI Liquor license

Mr. Moroney expressed the need to be able to serve wine at receptions. The Museum cannot get a special events permit at this time under present guidelines. There is a possibility of the "friends" groups doing it in the future. In the meantime, it was suggested to get a local group to sponsor each exhibit reception and apply for the special events permit. Mr. Moroney will follow up on this idea. There would also need to be a change in the city's policies which state, at this time, that the only facilities in the city who can serve alcohol are the Lincoln Center and the golf courses.

#### VII Expanded role - Fort Collins Museum & Gallery

The role of the gallery, as it relates to the Museum operation, was discussed. Mr. Moroney explained that the purpose of the Museum is to track the natural history of the area, the historic artifacts of the area and the current artists that deal with the area. The name needs to emphasize all those roles. The changing gallery needs to be highlighted.

James Weitz asked if a name change would affect the accreditation process. Mr. Moroney felt that it would not change in any way except to broadened the support for the Museum and enable him to bring in larger and better shows.

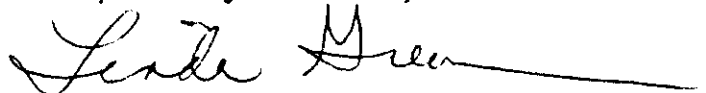
James Weitz moved to have the CRB address City Council on the name change. Motion was seconded by Ruth Hornberger. Passed 6-0. Mr. Moroney will write the initial proposal and bring to a future meeting before it is sent on to Council.

#### VIII Marketing plan

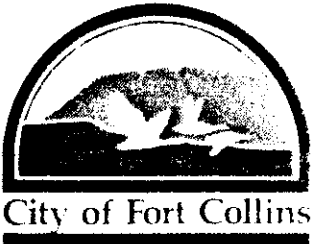
It was decided to send this item to the Museum sub-committee for discussion.

James Weitz moved to adjourn the meeting, seconded by Jane Folsom, passed 6-0. Meeting adjourned 1:30 pm.

Respectfully submitted,



Linda Green Secretary



CULTURAL RESOURCES BOARD  
Wednesday, August 17, 1988  
5:15 pm  
Fort Collins Museum

Present: Ruth Hornberger, Jane Folsom, Christine Jones, James Weitz,  
William Kneeland, Jane Nevriy  
Absent: James Peterson  
Staff: Brian Moroney, David Siever, Mark Breimhorst, Linda Green

I Call to order - 5:20 pm

II Consideration of tonight's agenda  
-Add "Friends" group under Museum - Brian Moroney  
-Add Downtown Business Association under Fort Fund - Christine Jones  
-Add Fort Collins Festival under Fort Fund - Jane Folsom

III Artlinc presentation - Connie Pfeiffenberger

Ms. Pfeiffenberger explained the philosophy of the Triangle Review and its publications. She discussed their plans for ArtLinc and what they thought they could do for the publication. She saw the benefits as being: ability to sell ads using established contacts, access to writers and photographers, graphic artist on staff, greater distribution capabilities and the ability to mail to series ticket holders. At least 80% of the magazine will center on Lincoln Center events. It is their goal to "humanize the art community" through articles. Bob Coonts will do next cover, but after that issue, their staff artist will do designs. She assured the Board that there would be a mutual review of the change at the end of a year and the agreement can be terminated by either party.

IV Consideration of minutes of July 27, 1988  
Mr. Moroney asked that the items under the Museum report be expanded. He will rewrite and bring for approval at next meeting.

Jane Folsom moved to accept minutes with changes, seconded by Ruth Hornberger, passed 6-0.

V Staff Reports

Lincoln Center - David Siever

A written report was distributed. Mr. Siever highlighted:

-Terrace groundbreaking ceremony will be August 25th at 10:00 am. The Terrace will not be opened for the 10th Anniversary but will be dedicated on Nov. 4th or 5th.

-The Buckminster Fuller events will include the world game and brown bag lunches. There will be a tie-in with the Museum and Library.

Fort Collins Museum - Brian Moroney

A written report was distributed. Mr. Moroney highlighted:

-An organizational meeting for people interested in becoming involved with the Museum will be held September 9th.

-Storage will not be included in Choices '95 and the Museum will have to lease space.

-The thank you party was a successful event as was the Chamber Breakfast that had about 135 people in attendance. There will be approximately \$500 coming in the form of a donation from that event.

-The Custer Premiere will be 9/17 and be a benefit for the Museum. It will be held at the University Holiday Inn, followed by a dance.

-There is an evaluation underway on the Museum storage situation. After the study is completed, it will be used to solicit grant funds.

-The Charlie Russell exhibit may be extended through Christmas. There will also be an outside display near the Museum sponsored by the Cancer Society.

-The flag ceremony will be held on August 20 to commemorate the birthday of the Fort.

VI Committee Reports

Old Fort Site Signage-Jane Nevriy

-Signs are installed. Coloradoan will do story with pictures. There are six signs. Still need to raise \$500 in donations to cover cost.

Museum Sub-Committee - Jane Folsom - hold report to agenda item number 7.

Incentives Committee - Bill Kneeland

-Holding for new members on Landmark Preservation Commission.

LC Board of Directors - Jane Nevriy

-Board is continuing its fund-raising drive for Terrace project. The Human Race donated \$1000. The Choices proposal will be discussed at the next meeting with some of the original LC supporters invited.

VII Museum

A. Set Work Session Date

-A work session was scheduled for August 26 at Noon at the Museum. Purpose of the meeting would be to have time to discuss the issues including: Operational and organizational set-up for a "friends" group; a possible board of directors for the Museum, storage, marketing program, and other items included as part of the Museum "take-off" program. Christine and Brian to work up an agenda.

B. "Friends" Group - Jane Folsom

-Discussed some of the decisions/plans that must be formulated for such a group including: how they will relate to the Museum staff and the Board, realm of activity, and statement of purpose and by-laws. It was suggested that copies of other similar groups by-laws be brought to the worksession. Mr. Moroney suggested that the group be social in nature and work on projects above the O & M budget for the Museum. Ruth Hornberger discussed a program to involve children and

thereby involve their parents. Further discussion on the group will be held at the worksession.

#### VIII Fort Fund

A. Worksession - It was decided by the Board that a separate worksession would be scheduled each funding session to discuss proposals. Operational issues as to how the system will work will be discussed at a future meeting prior to the next funding session. The new guidelines were distributed and Board members were asked to review before the next meeting so they can be approved at that time.

B. Liaison Assignments - see attached

#### C. Follow-up Reports

-Foothills Civic Theatre - Summer Festival - William Kneeland  
Mr. Kneeland submitted a written report (see attached) and discussed the event. There was good attendance and the audience enjoyed the event. There were some problems with sound but they are looking at making it an annual event. The publicity was good but we need to get the logo to the groups for use in advertising. Linda Green will come up with a check-off list for the receiving organizations to use for future events to insure this stipulation is met.

#### D. Time extension request - DBA - see attached letter

Christine Jones read a letter received from the Downtown Business Association (DBA) requesting an extension on the time for the ethnic food festival. William Kneeland moved to extend the deadline to 9/10/88, seconded by Jane Folsom. Discussion followed with comments from the Board.

-Jane Folsom - good outdoor event and it adds to what has been happening in Old Town this summer. Would not approve any extension past 9/10/88.

-Ruth Hornberger - Is this setting a bad precedent. The group seems disorganized and would this promote poor planning. Would it open the door for other groups to ask for time changes. One year should be plenty of time.

William Kneeland - agreed with the point of setting a precedent but thought the cause was worth the extension due to the change in personnel with the organization and their history of programming.

Christine Jones - not setting a policy but viewing each case on a one by one basis and looking at circumstances. She suggested making sure that it is understood that this is a one time only situation.

Jane Nevriy - sounds like a good event that just needed a little more time.

Following the discussion, vote results - 5-0 to pass motion.

#### E. Fort Collins Festival - Jane Folsom

Chamber of Commerce has indicated interest in this activity. She informed the Board that in meetings on this event, the committee in charge was given some information that there were some funds available that might be used for this festival. The Board members showed concern that this may be Cultural Development and Programming Funds and that the Board should get some clarification on this. Christine Jones offered to call Mayor Stoner on the matter.

IX Choices '95 - Lincoln Center Proposal Discussion

The Board considered a proposal as submitted to the Choices '95 committee concerning a proposal to turn a portion of the present building into a senior citizen center and building a larger conference and performance space in another location.

Comments from the Board included:

-Ruth Hornberger - good idea to build a larger center to take care of future needs. Discussed the idea of a dinner theatre.

-Christine Jones - idea captures imagination but the high dollar figure will be questioned.

-Jane Folsom - would change affect new Terrace area. David Siever indicated control of that area would remain with Cultural Services and Facilities.

-Staff views the change as positive and addressing future expansion in market in Fort Collins. Would probably go to vote in March at which time, questions would be answered and proposal would be more complete. Some of the negatives include: some original supporters not sure if this is a good idea, some people are objecting to the concept of a senior center, should the Performance Hall be expanded to include 600 additional seats only, does the project have to be tied together (senior center and Lincoln Center expansion).

William Kneeland moved to accept conceptual proposal. Motion was amended as follows: Jane Nevriy moved to accept conceptual proposal for the Civic Center/Older Adult Center Project in its preliminary stage as presented. Motion was seconded by Ruth Hornberger.

Further discussion included where funds would come from and time line for the proposal.

After discussion, motion passed 5-0.

ACTION: Board will write a letter to be presented to the Choices '95 joint committee meeting the next week. Christine Jones will attend meeting to read the Board's response.

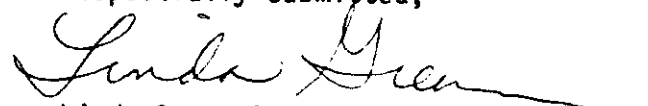
X Goals and Objectives - tabled

XI Other Business - none

William Kneeland moved to adjourn, seconded by Jane Nevriy, passed 6-0.

Meeting adjourned - 8:20 pm

Respectfully submitted,

  
Linda Green Secretary

FORT COLLINS MUSEUM  
MONTHLY REPORT - AUGUST 17, 1988  
OUTLINE

- I. Administrative
  - A. B.E.S.H. - \$8800.
  - B. Courtyard
  - C. Friends - Organizational meeting - 9/8
  - D. Secretarial assistance
  - E. Storage - leased space
- II. Programs/Events
  - A. Midsummers Gathering -
  - B. Chamber's Business Breakfast
  - C. American West Program - 8/2
  - D. Custer Premiere - 9/17
- III. Collections
  - A. Upcoming evaluation of storage.
  - B. Stagecoach moved.
- IV. Exhibits
  - A. Gollings - Sept 10 - Nov 13
  - B. Russell - Nov 19 - Dec 19
  - C. Outside exhibits



## LINCOLN CENTER REPORT

August, 1988

### LOBBY CEILING

Facilities is working this week to replace ceiling tiles in the Main Lobby. This is a capital replacement item in Facilities budget to maintain and upgrade city facilities.

### THE TERRACE

Groundbreaking ceremonies will be Thursday, August 25th at 10 a.m. Completion will be delayed and dedication will be November 4th or 5th.

### BUCKMINSTER FULLER EXHIBIT

Opens October 8th, followed by brown bag lunches featuring Larry Kendall, David Neenan and Frank Kulaki. Looking to do the World Game in schools and for community.

### ANNUAL CHRISTMAS THEATRE TRIP

Arrangements completed. Trip costs \$995, which includes tickets to "Phantom of the Opera," "Les Miserables" and "Anything Goes." Lunch on yacht trip around island and at United Nations Delegate Dining Room following tour of General Assembly, etc. Also includes tickets to Georgia O'Keefe exhibit at Metropolitan Museum and Radio City Music Hall Christmas Show. The Center receives a \$50 donation per person plus 2 round trip air tickets for travel to the ACUCAA Conference.

### STAFF RETREAT

Lincoln Center staff held their annual staff retreat Tuesday afternoon, August 9th and Wednesday, August 10th. Worked on goals, 10th anniversary, personnel policies, and team building.

### WAAA

Mark and David will attend the annual WAAA Conference held in San Diego this year. This is the first booking conference followed by the ACUCAA Conference in December.