

CITY OF FORT COLLINS

CULTURAL RESOURCES BOARD

CULTURAL RESOURCES BOARD
Wednesday, August 26, 1987
4:45 pm
Historic Preservation Office

- Present: Christine Jones, Anne Steely, Ruth Hornberger, William Kneeland, Jane Nevriy
- Absent: James Weitz, Jane Folsom
- Staff: David Siever, Mark Breimhorst, Brian Moroney, Edwina Echevarria
- Guests: Katherine Garcia, JoAnn Barnett, Don Hornberger

Due to a malfunction with machine and tape, only last part of meeting is available so no number designation has been included in minutes to show location on tape.

- I Call to order - 4:51pm
- II Consideration of tonight's agenda
Item added under Other Business by Ruth Hornberger
- III Consideration of minutes of July 22, 1987
Mrs. Hornberger moved to accept minutes as written, seconded by William Kneeland, passed 5-0.
- IV Staff Reports
 - Lincoln Center/Performing and Visual Arts - David Siever
A written report was distributed - see attached
-Highlighted:
 - Series Change - Woody Herman replaced by Louise Mandrell
 - Poster Exhibit
 - Gallery renovation project
 - Donations
 - Budget - distributed proposed rate schedules for Lincoln Center
 - Fort Collins Museum - Brian Moroney
A written report was distributed - see attached
-Highlighted:
 - Programs - 10th anniversary of relocated Museum
123rd anniversary of the Fort
 - Collections - Note: Christine Jones was asked to write a letter of thanks to Flag project volunteers
 - Exhibits - Circus posters will be part of International Poster Show



- Boxe Schoolhouse project - opening will be at Christmas
- Museum has received new pictures of Fort
- Mr. Moroney distributed finalized statement of usage of Museum Courtyard. This will be distributed to appropriate City personnel - See attached for statement.
Mr. Moroney also distributed a letter from Poudre R-1 - see attached.

Historic Preservation - Edwina Echevarria

- Council passed historic designation of Power Plant on first reading. Will have second hearing on September 2nd.
- Ms. Echevarria discussed the Ward Smith property. She will report on this matter at the next meeting.
- The Historic Preservation office is planning a workshop on the designation process for new CRB and Landmark Preservation Commission members. She will notify Board of that meeting.

V Goals and Objectives

- The most current listing of the Board's goals and objectives was distributed. Chairman Jones suggested setting up a special worksession to update list and prepare a work plan to submit to Council. Board was asked to review list, make notes, and bring suggestions to next meeting as to a time to set a worksession.

VI Committee Updates

- Incentives Committee - Mr. Kneeland to meet with Ms. Echevarria and Ms. Van Meter to set up a meeting.
- Museum Sub-Committee - contact committee members and set up a meeting.

VII Fossil Creek Master Plan

- Mrs. Jones discussed the mention of an amphitheatre in the new Fossil Creek master plan that came in the city utility bills. There was some discussion as to why the plan did not come up before the Board if it pertained to a performance space. Mr. Siever will follow up and report to Board at next meeting.

VIII Historic Preservation Manual - Edwina Echevarria

- Ms. Echevarria distributed samples of the types of items included in the Historic Preservation Curriculum Manual. Each Board member completed an activity page. The entire manual was available for inspection by the Board and Ms. Echevarria was commended for her work on this project.

IX Other Business - Ruth Hornberger

- Mrs. Hornberger reported on a recent meeting held by the Arts & Humanities Council. Present at that meeting were representatives of companies that offered grants. She made a brief presentation of what corporations look for in granting funds and showed how several points pertained to the new Cultural Programming and Development Fund (Fort Fund) that the Board oversees. Several points were discussed by Board members.

JoAnn Barnett from Downtown Business Association spoke on behalf of her organization and thanked Board for considering and granting them funds for the Jazz Festival.

Anne Steely moved to adjourn, seconded by William Kneeland, passed 5-0.

Respectfully submitted,

(Signature)

LINCOLN CENTER/PERFORMING &
VISUAL ARTS REPORT - AUGUST 1987

I. Performing Arts

A. Donovan Concert

- Loss \$1800
- Attendance - 369 - paid
169 - comps

B. Series Update

- Showstopper - 1161
- Dance - 258

II. Visual Arts

A. International Poster Exhibit

- Honor Laureate - Shigeo Fukuda - Lobby Gallery
- Poudre R-I Posters - South Lobby
- Unesco Posters - Walkway Gallery

III. Capitol Projects

A. Asbestos Project Completed

B. Gallery Renovation

- Support League funding project - \$7,726.00

C. Roof Project

- Repairing new section of building.
- Replacing old section of building.

IV. Donations

A. Gift from Teledyne

- \$2500 - indoor signage

V. Other:

A. Fort Fund Brochure

- Paul Jensen, Designer

LINCOLN CENTER
1987 NON-PROFIT RATE SCHEDULE

AREA	MEETING (4 HRS.)	MEETING (8 HRS.)	DINNER/RECEPTION
LUDLOW ROOMS			
Small Room	\$ 20.00 <i>25.</i>	\$ 35.00 <i>40.</i>	\$ 35.00
Large Room	25.00 <i>30.</i>	45.00 <i>50.</i>	45.00
Total Complex	70.00 <i>75.</i>	135.00 <i>140.</i>	135.00
CANYON WEST ROOM	155.00 <i>160.</i>	190.00 <i>195.</i>	190.00
COLUMBINE ROOM	95.00 <i>100.</i>	130.00 <i>135.</i>	130.00
BALCONY LOBBY	25.00 <i>30.</i>	45.00 <i>50.</i>	80.00

~~If clients use a caterer to provide food, a 10% charge of the food service to customer is assessed to caterer.~~

PERFORMANCE HALL	REGULAR RATE	FRIDAY/SATURDAY NIGHTS
Event Rate	\$ 480.00 <i>530.</i>	\$ 530.00 <i>580.</i>
Additional Performance on same day	280.00 <i>310.</i>	310.00 <i>340.</i>
Rehearsal with audience	280.00 <i>310.</i>	310.00* <i>340.</i>
Rehearsal without audience	130.00 <i>155.</i>	130.00* <i>155.</i>
Set-in Rate	260.00 <i>310.</i>	N/A
MINI-THEATRE		
Event Rate	90.00 <i>100.</i>	
2nd day and each succeeding day	45.00 <i>50.</i>	

ADDITIONAL SERVICES:

Technical Services Labor (4 hrs. minimum)	\$ 6.25/hr.	<i>6.50/hr.</i>
Security	9.00/hr.	
House Sound Equipment (Does not include operator)	150.00	
Projection Equipment	40.00	
Box Office Ticket Printing		
Performance Hall	.05/ticket	<i>.08</i>
Mini-Theatre	.03/ticket	<i>.05</i>
.50 handling charge on Phone Visa & Mastercard orders		<i>.50</i>
Lobby Concessions (of gross sales)	5%	

*See reverse side for Performance Hall Rehearsal Policy

10/21/86

LINCOLN CENTER
1987 COMMERCIAL RATE SCHEDULE

<u>AREA</u>	<u>MEETING (4 HRS.)</u>	<u>MEETING (8 HRS.)</u>	<u>DINNER/RECEPTION</u>
LUDLOW ROOMS			
Small Room	\$ 30.00	\$ 50.00	\$ 50.00
Large Room	40.00	70.00	70.00
Total Complex	95.00	140.00	140.00
CANYON WEST	175.00	220.00	220.00
COLUMBINE ROOM	110.00	150.00	150.00
BALCONY LOBBY	40.00	60.00	90.00

If clients use a caterer to provide food, a 10% charge of the food service to customer is assessed to caterer.

Organizations using the above Lincoln Center meeting facilities for the conduct of a commercial enterprise shall pay 5% of gross monies received.

PERFORMANCE HALL

Event Rate	\$ 565.00	<i>625.00</i>
Additional Performance on same day	365.00	<i>405.00</i>

Organizations using Lincoln Center Performance Hall for the conduct of a commercial enterprise shall pay 5% of gross monies received with a ceiling of:

- 1 Performance - \$1100 - ceiling includes rent plus percentage
- 2 Performance - 1800 - ceiling includes rent plus percentage

During the period of June 1 through August 31, the Lincoln Center waives the 5% charge on gross box office receipts for commercial concerts.

<u>MINI-THEATRE</u>	<u>CONCERT</u>	<u>MEETING</u>
First Day	\$150.00	\$125.00 <i>150.00</i>
Additional Performance on same day	90.00	

ADDITIONAL SERVICES:

Technical Services Labor (4 hr. minimum)	\$ 8.00/hr.	<i>8.50/hr.</i>
Security	9.00/hr.	
Performance Hall Sound Equipment (Does not include operator)	250.00	<i>300.00</i>
Projection Equipment	50.00	
Box Office Ticket Printing		
Performance Hall	\$.05/ticket	<i>.08</i>
Mini-Theatre	\$.03/ticket	<i>.05</i>
<i>.50 handling charge on Phone Used +</i>		
Lobby Concession (of gross sales) <i>MasterCard order</i>	<i>10%</i>	<i>.50</i>

MUSEUM REPORT OUTLINE
August 25, 1987

I. PROGRAMS/EVENTS

- A. 10th Anniversary - August 1, 1987
- B. 123rd Anniversary - August 20, 1987
- C. Film Series - nature films, 3rd Thursday of month
- D. Circus Films
- E. Wednesday Night at Museum - 7:30, natural history topics
- F. Carol Fest - December 8, 1987

II. COLLECTIONS

- A. Book Room - renovation completed, will house Museum's books, ledgers, etc.
- B. Collections Committee Meeting - held August 5, 1987 at 9:00. 14 accessions and 2 Museum purchases - a total of 250 items.
- C. Flag - restoration completed! The volunteer portion took 159 hours, divided among the volunteers as follows:

Bonnie Kindsfater	120
Joan Sable	37.5
Harriet	1.5
- D. Catalog Cards - 300-400 typed, reproduced, and filed.
- E. Order Book Transcription - typed from the hand-written copy, 120 typed pages.

III. EXHIBITS

- A. Gallery
 - 1. Kleiber
 - 2. Circus Posters - opening September 18, 1987.
 - 3. Adventurer With A Camera
- B. Permanent - History Wall
- C. Circulating

IV. ADMINISTRATIVE

- A. Boxelder Schoolhouse Project
- B. Termination of Work Study Assistant
- C. Public Relations - good press

CITY OF FORT COLLINS

FORT COLLINS MUSEUM

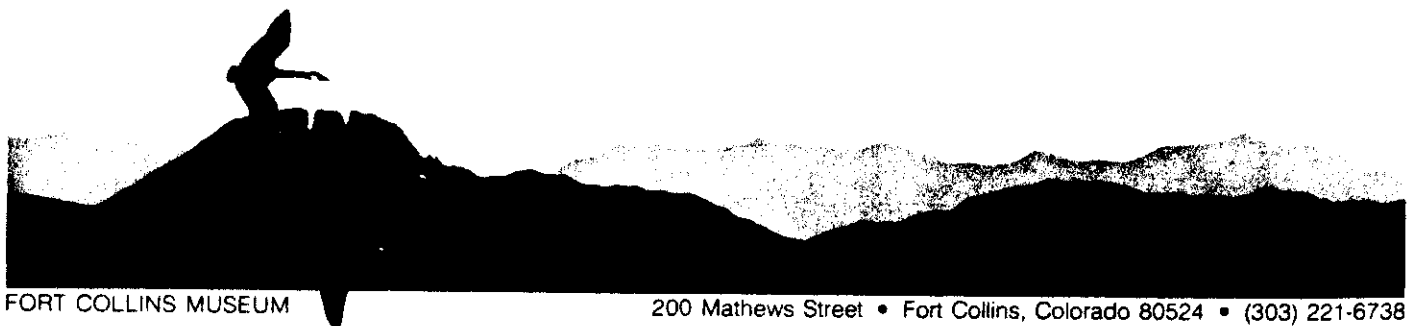
POLICY ON USAGE OF FORT COLLINS MUSEUM'S COURTYARD AND CABINS LOCATED THEREIN:

Pursuant to the Museum's basic purpose "...to collect, preserve, study, and exhibit those objects that will serve to illustrate the story of man and his environment in the west and, in particular, the Fort Collins area..." * utmost care is to be taken to protect the valuable historic resources located in the Museum's Courtyard, to preserve them and to make them available for the visitor to the Museum.

The three log structures located in the Courtyard--the Elizabeth Stone Cabin, the Janis Cabin, the Box Elder School House, and the other artifacts have been relocated to guarantee their preservation and are to be protected and cared for by all means practicable with the Museum's resources.

An important protective measure is to control access to, and usage of, the Courtyard and the cabins themselves. The Museum's Courtyard and the buildings therein are to be used for display and educational purposes or for Museum sponsored events that coincide with the aforementioned basic purpose of the Museum.

*Council Ordinance #30, 1975



FORT COLLINS MUSEUM

200 Mathews Street • Fort Collins, Colorado 80524 • (303) 221-6738



POUDRE SCHOOL DISTRICT R-1

2407 LAPORTE AVENUE
FORT COLLINS, COLORADO 80521-2297
(303) 482-7420

OFFICE OF SUPERINTENDENT

July 28, 1987

Mr. Brian Moroney
Fort Collins Museum
200 Mathews Street
Fort Collins, Colorado 80524

Dear Brian:

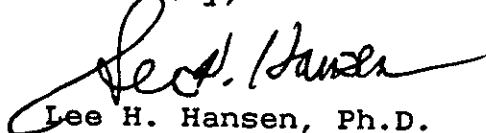
It has come to my attention that the Fort Collins Museum was very helpful to the students and teachers of Poudre R-1 during the past school year. There were tours of the museum for about 2,000 of our students.

The museum serves as an additional instructional resource and I appreciate your assistance in providing educational opportunities for our students, as well as for the community.

A visit to the museum gives a sense of reality to the past for the students and helps them develop a sense of heritage, which is important as they learn to deal with the present. Studying at the museum is a valuable experience.

Thank you for working as a partner with us.

Sincerely,


Lee H. Hansen, Ph.D.
Superintendent of Schools

LHH/be

c: Board of Education
Steve Burkett