

# ***Historical Commission***

## ***Agenda***

**Wednesday, July 19, 2023  
Library Meeting Room  
951 Spruce Street  
6:30 PM**

*Members of the public are welcome to attend and give comments remotely; however, the in-person meeting may continue even if technology issues prevent remote participation.*

- *You can call in to: +1 386 347 5053 or 888 788 0099 (Toll Free)*
- *Webinar ID Number: 839 6300 6112*
- *You can log in via your computer. Please visit the City's website here to link to the meeting: [www.louisvilleco.gov/histcmsn](http://www.louisvilleco.gov/histcmsn).*

*The Board will accommodate public comments during the meeting. Anyone may also email comments to the Board prior to the meeting at [gyang@louisvilleco.gov](mailto:gyang@louisvilleco.gov).*

- I. Call to order
- II. Roll call
- III. Approval of agenda
- IV. Approval of minutes for the May 17, 2023 regular meeting – *see attached draft*
- V. Public comments on Items Not on the Agenda

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Persons planning to attend the meeting who need sign language interpretation, translation services, assisted listening systems, Braille, taped material, or special transportation, should contact the City Clerk's Office at 303 335-4536 or [MeredythM@LouisvilleCO.gov](mailto:MeredythM@LouisvilleCO.gov). A forty-eight-hour notice is requested.

Si requiere una copia en español de esta publicación o necesita un intérprete durante la reunión, por favor llame a la Ciudad al 303.335.4536 o 303.335.4574.

- VI. Introduction of Louisville History Foundation board representative, Jen Henderson, and report (3 minutes)
- VII. Report from Keith Keller, liaison from the Historic Preservation Commission (3 minutes)
- VIII. Updates on Museum – Gigi and Sharon
  - A. Budget updates
  - B. Museum buildings and campus
- IX. Report from Gigi Yang, Museum Services Supervisor
  - A. Museum Services Supervisor’s written report – *see attached memo*
  - B. Updates on Museum operations & projects
  - C. Approval of Deeds of Gifts from donors
  - D. Advice sought on donations of other artifacts being offered
- X. Report from Sharon Nemechek, Director of Cultural Services
- XI. Commission’s Work Plan for 2023 – two Museum policy revisions & updates
  - A. Review Pioneer Award procedures (*see attached*)
  - B. The Museum staff will draft revisions of two Museum policies for the Commission to review at future meetings. The Museum Visitor Policy in September and the Volunteer Policy in November.
- XII. Chair’s Report
- XIII. Commission comments & discussion items for next meeting (September 20, 2023)
- XIV. Adjourn

# ***Historical Commission***

## ***Minutes***

**Wednesday, May 17, 2023**  
**Library Meeting Room**  
**951 Spruce Street**  
**6:30 PM**

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- I. **Call to order:** Commission Chair John Honan called the meeting to order at 6:54 PM
- II. **Roll call:**  
**Commission Members Present:** Shelly Angell, Jonathan Ferris, John Honan, and Scott McElroy  
**Commission Members Absent:** Joe Teasdale and Paula Elrod  
**City Representatives Present:**

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Bridget Bacon, Museum Coordinator

Sharon Nemechek, Director Library & Museum Services

- III. **Approval of agenda:** Members approved agenda, vote 4 to 0
- IV. **Approval of minutes for the March 15, 2023 regular meeting:** Members approved the minutes, vote 4 to 0
- V. **Public comments on Items Not on the Agenda:** None
- VI. **Introduction of Louisville History Foundation board representative:**  
Representative Jennifer Henderson not able to attend
- VII. **Report from Keith Keller, liaison from the Historic Preservation Commission:** No report, not able to attend
- VIII. **Updates on Museum – Bridget and Sharon:**
  - A. **Budget updates:** There were no responses for the RFP for the Miners cabins planning documents. A local architect is interested.
  - B. **Museum buildings and campus:** Museum staff is working on a reinterpretation of the Tomeo house to focus on the family that lived there
- IX. **Report from Sharon Nemechek, Director of Cultural Services:** Sharon announced that Gigi Yang will be taking over Bridget's position starting June 20<sup>th</sup>, also the city has hired a new Chief of Police and IT Director and there is a posting for a Deputy City Manager open at the moment
- X. **Report from Bridget Bacon, Museum Services Supervisor:**
  - A. **Museum Services Supervisor's written report:** No addition to her written report
  - B. **Updates on Museum operations & projects:** The First Friday event on June 2<sup>nd</sup> is about Louisville's dancing days, which is the same day as the Chamber of Commerce Dinner on Main event
  - C. **Approval of Deeds of Gifts from donors:**

The Commission members approved the deeds by vote 4 to 0, for the following donations:

    1. **Loren Laureti** – digital images from 2006 of downtown businesses
    2. **Vincent Annoni** – Diploma and Coast Guard ID from Mansueto Pellillo
    3. **Elliott Smith** – WWI papers found in Louisville, KY related to Roy Austin, plus photo
    4. **Leo Deborski** – Hose team photo c. 1929
    5. **Chris Saunders** – Digital photos related to the Marshall Fire and DAC
    6. **Julie Geary** – Blue Parrot bib

7. **Gordon Madonna** – Original black and white photos of Louisville Grade School, digitized photo of first house built in Bella Vista subdivision

D. **Advice sought on donations of other artifacts being offered:** No advice sought

XI. **List of questions that the City Manager would like boards and commissions to discuss this month and report back on:** The Commission discussed the following questions

1. **What do you consider to be the purpose and role of your body? Do you have suggestions on changing that role in the future?:**

Commission members began by discussing what the bylaws say about the Commission being an advisory board to City Council. They stated that they felt that based on this, one of their main purposes is to advocate for the Historical Museum. There are not always things for them to advocate about, but even if there isn't something big to bring to City Council's attention, the Commission can consider sending someone to speak at a City Council meeting to invite people to attend Museum programs such as the annual vintage baseball game.

The Commission considers another of their main roles to be representing the public and giving feedback to the Museum staff. Commission members feel that they connect the Museum to the community by being a sounding board for the Museum and by sharing information about Museum projects and programs.

The members observed that they are not a working board and nor are they a controversial board, but they feel strongly that the Commission provides an important service to the City and to the community.

2. **What have been your greatest successes? What about your greatest failures?:** Because the Historical Commission is not a working board and is not project-oriented, the members said that they don't think about what they do in terms of successes or failures. Rather, their role instead is to provide feedback to the Museum, provide guidance, and ask questions.

However, one thing that the Commission members pointed to as definitely being a success is the Pioneer Award program that recognizes individuals and organizations who have "pioneered" and contributed to the welfare and success of the Louisville community. (The award is presented at the Chamber of Commerce awards dinner, then it also appears in the Louisville Historian and other Museum communications, on the Museum website, and in social media). It was mentioned that in recent years, the Commission has selected people who are currently involved in working for the betterment of the city as opposed to people who lived a long time ago. It was noted that the Pioneer Award brings positive recognition to the recipients, the Historical Commission, and the

City and that it highlights people's achievements that the general community may not be aware of – "It is very educational."

- 3. How is your process to develop your annual work plan? How does it align with Council's work plan?:** Being a board that provides feedback and acts as a sounding board, the Commission does not typically have an annual work plan. This year, when a work plan was asked for, City staff drafted one and then the Commission approved it at its next meeting. It was noted that thought was put into making sure that the Commission's work plan aligned with the Museum's work plan and also connected to and supported the City Council's work plan.
- 4. If Council will be considering changes, what changes would you recommend?:** The one recommended change that was brought up has to do with absenteeism and this causing the Commission to sometimes struggle to have a quorum for a meeting. There are currently 6 members, and a majority of 4 members need to be in attendance. Although members are supposed to be allowed to miss only a few meetings per year, a few miss many more than that and don't necessarily communicate that they will be absent. However, there do not appear to be any real consequences for chronic absenteeism. The impacts on the remaining members are very real in terms of their perceiving pressure to always show up so that there will be a quorum.
- 5. Do you feel that your body has been effective or ineffective? Why?:** The Commission members agreed that this board is very effective. They feel that they do a good job of providing thoughtful feedback to the Museum staff. Some members also make a point of regularly attending Museum events. It was noted that the Commission and the Museum staff have a very good relationship.
- 6. City Council has an informal policy of managing meeting time and canceling or reducing meeting times when agendas are light. What are the practices of your body in regards to agenda development, meeting duration, and meeting tempo?:** The Commission members observed that the fact that they are already set up to meet every other month has been very helpful with respect to this. With two months between meetings, there are inevitably things that have come up in the meantime that need to be on the next meeting agenda. Also, the Chair moves through the agenda quickly and efficiently. He gives everyone a chance to talk while also being respectful of people's time. Most recent Commission meetings have been kept to between 45 and 60 minutes. The Commission members do not feel that there is wasted time.
- 7. Thoughts on term limits and ideal board size:** Commission members expressed a mix of views on term limits. One member was in favor of term limits so that new people can bring energy and new ideas. Another expressed concern about the impacts of term limits if a board like the Commission is already on the small size. He indicated that it would not be

good if a board got smaller due to term limits and if it became even harder to consistently have a majority of members in attendance.

The Commission currently has 6 members and can go up to 10 members. The Commission members present talked about what they view as the ideal size. They agreed that having an odd number of members would be best, and this would have a positive impact on the ability to have a quorum. (When a board member moved away last year and the number of Commission members dropped from 7 to 6 members, quorum rules still required 4 people to be in attendance.) They agreed that they would like to have a board of 9 members, ideally.

- XII. Commission's Work Plan for 2023 – two Museum policy revisions & updates:**
  - A. As a start, the Commission can read the current versions of the Museum's Volunteers Policy and Visitor Policy:** The commission reviewed the current policy
  - B. The Museum staff will draft revisions of these two policies for the Commission to review at future meetings:** staff will provide revisions to the commission at a future meeting in September and November for approval
- XIII. Chair's Report:** Chair attended training on Chairing with Meredyth Muth
- XIV. Commission comments & discussion items for next meeting (July 19, 2023):** Pioneer Award Policy update
- XV. Adjourn:** The LHC meeting adjourned at 7:35 PM. The next meeting is scheduled for July 19<sup>th</sup>. 2023



## Memorandum

To: Historical Commission  
From: Gigi Yang, Museum Services Supervisor  
Date: July 19, 2023  
Re: Museum Services Supervisor's Report

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Viviana Guajardo has accepted the position of Museum Associate for Collections Management. She will be starting on July 18, 2023. Viviana has a Bachelor's degree in anthropology and sociology from Cornell College and a Masters Degree in anthropology from the University of Copenhagen. She has six years of experience working with a wide range of collections including 3D artifacts, photographs, and digitization projects with the City of Brighton Museum, Denver Museum of Nature and Science, History Colorado, and the Black American West Museum. We are excited to have Viviana join the Museum staff!

The Museum's main focus in the next two months will be on re-interpreting the Tomeo House to better reflect the history and lifestyle of the Rossi family that lived in the house from 1924-1941. The 1920s through the 1940s were a pivotal time in Louisville's history and the Museum is fortunate to have a historic home in its original location on Main Street where we can personalize history through the lives of the Rossi family. The new interpretation includes more accurately furnishing the two bedrooms and the kitchen space to show how seven people lived in the house and the level of poverty and resourcefulness of the Rossi family during their residence. Museum staff will be creating interpretive panels to provide better understanding of daily life and historical context for social and economic events occurring in Louisville, in Colorado, and nationally such as the impacts of the rise of the KKK, Prohibition, and the Great Depression. For Louisville History Month in September, we will be sharing our deep dive into this time period through a feature article in the *Louisville Historian* and a front window exhibit titled "Tumultuous Times" that will be up through October. We will present the new interpretation of the Tomeo House at a Members Only preview event in August and at the First Friday event in September.

In August, the Museum staff will be hosting fifty teachers from Louisville Middle School as part of their in-service training. We will be leading a short walking tour of downtown Louisville, tours of the Museum buildings, and an intro to Louisville history and educational resources available on the Museum website. This year, we were able to host classroom visits for all three Louisville elementary schools and we are looking forward to expanding our educational partnerships to Louisville Middle School.



## **Louisville Historical Commission Pioneer Award**

### **1. Introduction:**

- 1.1. The Louisville Historical Commission presents the Pioneer Award to a person or persons, or to an organization, at the annual Chamber of Commerce Banquet to be held each year.
- 1.2. At least one representative from the Historical Commission attends the banquet to make the official presentation.
- 1.3. The presentation speech is typically written so that it may be included in the next issue of *The Louisville Historian*.

### **2. Qualifications for the Award:**

- 2.1. The recipient should be a person or persons or an organization who, through his/her or their business and personal activities, is recognized within the Louisville community as an active or previously active contributor to the ongoing or past successes and welfare of the community.
- 2.2. As the Louisville Historical Museum is committed to collecting, preserving, and sharing a full range and diversity of experiences in our community, these values should also be expressed with this award.
- 2.3. The award is given in recognition of the past achievements in spirit and time in promoting the interests and future of the City of Louisville through his/her or their personal service to the community and its residents.
- 2.4. The Pioneer Award may be presented as a posthumous award, in which case it will be presented to the recipient's family.
- 2.5. The Pioneer Award may be presented to a living person.

### **3. Procedures for the Award:**

- 3.1. Anyone may nominate an individual, business, or organization for the Pioneer Award.
- 3.2. Nominations will be made to any Louisville Historical Commission Member or to the Louisville Historical Museum Services Supervisor for referral to the Commission.
- 3.3. Nominations should include all relevant information and facts which would support the request.
- 3.4. Nominations should be submitted as early as possible for the Commission to review.
- 3.5. The Commission may ask for guidance from the Louisville Historical Museum Services Supervisor or anyone from within the community with an interest.
- 3.6. All nominations are confidential and only the final award recipient will be identified.

- 3.7. The Commission will appoint two members of the Commission at the January meeting to act as a subcommittee to specifically review, recommend, or seek nominations for the award.
- 3.8. When recommending a recipient, the values of diversity, equity, and inclusion should be considered, as well as the historical omission of some groups from mainstream historical narratives.
- 3.9. The subcommittee will prepare initial background information for each nomination prior to the July meeting.
- 3.10.  
In the event there are more than two nominations, the subcommittee will narrow the nominations down to two prior to the September meeting.
- 3.11.  
The subcommittee will research and provide any additional information for the nominations.
- 3.12.  
Should there be more than one nomination, the nomination(s) not chosen may be considered for the following year's award.
- 3.13.  
The subcommittee will have the final nomination(s) ready prior to the November meeting.
- 3.14.  
The subcommittee will prepare a draft presentation for the award prior to the following January meeting.
- 3.15.  
The subcommittee will then finalize the presentation for the award and forward it along with a photo of the recipient, if available, to the Louisville Historical Museum Services Supervisor for notification, processing and possible inclusion into *The Louisville Historian*.

## Louisville Historical Commission Pioneer Award Past Recipients

1985 J.J. Steinbaugh	2004 Donald Ross
1986 Charles, Iona, & Quentin Thomas	2005 Carolyn Conarro
1987 Dr. Lucius Cassidy Sr.	2006 Virginia Caranci
1988 Joe Colacci	2007 Bill and Betty Buffo
1989 John "Ring" Dionigi	2008 David Ferguson
1990 Martha Eberharter	2009 Patricia Seader
1991 G.R. Henning	2010 Frank Domenico
1992 Eugene Caranci	2011 Lawrence Enrietto
1993 Susie DiGiacomo	2012 George Brown
1994 Lewton McCorkle	2013 Barbara DiSalle
1995 Fr. Benedict Ingenito OSB	2014 Marion Junior
1996 Frank Rizzi	2015 Dick DelPizzo
1997 L.C. "Bun" Graves	2016 Ted & Carolyn Manzanares
1998 Vera Taylor	2017 Anthony "Joe" Madonna
1999 Eileen Schmidt	2018 Donald William "Donnie" Buffo
2000 Eliseo Jacoe	2019 Leon Wurl
2001 Joe Carnival	2020 Keith Helart
2002 Robert Ross	2021 The Community of Louisville
2003 Glenn Steinbaugh	