

MINUTES
HISTORICAL PRESERVATION AND RESTORATION BOARD
REGULAR MEETING
TUESDAY, FEBRUARY 23, 2016

PRESENT:	Gretchen Cash Ron Doerler Kellie Gallop Bitsy Laney Kay Lynn Lyon Roger McKemie Patsy Mayo Barbara Sisserson – Honnoll Beth Wood	STAFF:	Derrick Birdsall, Historical Park Supt. Danielle Brissette, Museum Educator Kim Jolly Chapman, Historical Park Admin.
ABSENT:	Scott Ames Jan Blair	GUESTS:	Linda Bambina Clare Connally

The meeting was called to order at 7:01 P.M. with Roger McKemie presiding.

FIREHOUSE THEATER: Guest Linda Bambina is on the Firehouse Theatre Board of Directors and is responsible for community outreach. She talked a bit about the history of the Theatre, the 2016 season and the Mary Poppins tea, which was held at the Historical Park in the Dodson House. Linda said that she is reaching out to be a good neighbor to the Historical Park and that the Theatre will have 8 shows this year. Programs and ticket information from the Theatre were distributed to the Board as well as some information on their Children's Theatre. Several of the Board mentioned that they had attended productions at the Firehouse Theatre and enjoyed them.

APPROVED MINUTES: Gretchen Cash moved to approve the minutes of the January 26, 2016 Board meeting. Beth Wood seconded. Motion carried unanimously.

BOARD MEETING PROCEDURES: Derrick Birdsall passed out the City Ordinance that deals with the Historical Preservation and Restoration Board organization and meetings (Section 2-104), Robert's Rules of Order and the new Board and Commissions handbook. Derrick read the City Ordinance and informed the Board that how the Board meetings are run are up to the Board to decide. Barbara Sisserson – Honnoll stated that she has seen a "relaxing" of procedures over the years. She believes it is an honor to be on the Board and that it's a serious matter. Barbara wants to go by the rules and serve Farmers Branch and would like the Board focus on issues and stay on track during the meetings. Chairman Roger McKemie asked for input from the rest of the Board. Kellie Gallop asked if the Board currently follows Robert's Rules of Order and was told no. Bitsy Laney asked if there was another set of rules comparable to Robert's and that she would like to look over what was passed out tonight and come back at a later date and have the Board make a decision. Gretchen Cash moved to discuss Board procedures and take appropriate action at the March Board meeting. Kellie Gallop seconded. The Board voted for the motion with the exception of Patsy Mayo, who voted against it.

NOMINATING COMMITTEE: Gretchen Cash reported that Jan Blair stepped down off of the Nominating Committee. Gretchen reported that the Nominating Committee's recommendation to the Board was that the Board wait until after the City Council appoints new Board members in July before deciding on the slate of officers. Patsy Mayo moved to accept the recommendation of the Nominating Committee. Bitsy Laney seconded. Motion carried unanimously. Kellie Gallop said she was willing to sit in on the committee to learn the ropes. Patsy Mayo moved to accept Kellie as a sit in. Gretchen Cash seconded. Motion carried unanimously.

UPCOMING EVENTS: The schedule of upcoming events was included in the Board's packet and discussed. Derrick Birdsall added that the First Baptist Church (recent recipient of the Witness to History Award) was going to visit the Historical Park on March 10. Prior to their visit, the church was going to have a pot luck lunch, and invited the Board to join them. Danielle Brissette discussed the upcoming spring events.

COMMITTEE REPORTS:

A. COLLECTIONS: The Curator's Report was discussed with Derrick Birdsall focusing on the importance of the Gilbert journal transcription project and what it will bring to the Park once it's completed.

B. FINANCIAL: Copies included in Board packet. The balances are as follows:

Board (Travel, dues, etc.)	\$3,300.00
Wardrobe	\$2,000.00
Museum Store	\$2,422.52

C. PLANNING/EDUCATION CENTER: Bitsy Laney presented the report from the Planning Committee. The planning retreat discussed last month is scheduled to take place on Tuesday, April 26 from 12 – 4 P.M. Details to come soon. Patsy Mayo moved to hold the retreat as planned. Kay Lynn Lyon seconded. Motion carried unanimously.

D. FRIENDS: Bitsy Laney reported that invitations to the April 30 Friend's event will be in the mail soon. Bitsy encouraged the Board to attend the event and join the Friends if they were not already a member. Bitsy also suggested the Board consider being an underwriter of the event; the lowest level of underwriting is \$500. Clare Connally, Vice President of the Friends, mentioned the Friends are considering lowering that level to \$250. Kay Lynn Lyon moved that the Board table underwriting the Friend's event until the March meeting. Gretchen Cash seconded. Motion carried unanimously.

E. ORAL HISTORY: No Report.

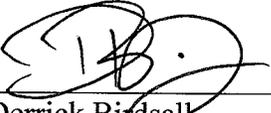
F. MUSEUM EDUCATION: Danielle Brissette was on hand to discuss her report and answered questions regarding the geocaching event as well as the bird walk; both were very successful for the Park.

G. MUSEUM STORE: Kim Jolly Chapman was present to discuss the Museum Store report and answered a question about the marbles she had recently purchased.

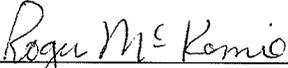
DIRECTORS REPORT: A copy of the Director's Report was included in the Board packet.

ADJOURNMENT: The meeting was adjourned at 8:32 P.M.

RESPECTFULLY SUBMITTED:



Derrick Birdsall



Roger McKemie, Board Chair