

Museum Advisory Board

April 18, 2024

Greeley History Museum

Roll Call: Gary Alexander, Marcus Embry, George Junne, Floris Mikkelson, Emma Pena-McCleave, Nancy Masimer, Micheal Weiland (Chair).

1. **Approval** of March 21, 2024, Museum Advisory board minutes.
2. **Reports** (10 minutes)
 - Culture, Parks, and Recreation Department Report (Diana Frick)
 - Culture Division Report (Megan Weiler)
 - Museums Report (Chris Bowles)
 - Additional Staff Report
 - Exhibits (Holly)
 - Collections (Katie Ross)
 - Historic Sites (Geoff Havens)
 - Education/Interpretation (Katie Henry or Geoff Havens)
3. **Friends of the Greeley Museums Report:** (Nathaniel Johnson or representative)
4. **Board Reports** (10 minutes)
 - Public Board Input-committee reports:
 - Experience Team (Mike/George)
 - Acquisitions Committee (Marcus/Staff)
5. **New Business** (10 minutes)
 - Approval of Acquisitions Committee Recommendations for deaccession.
 - Discussion on resuming the outreach committee.
 - Discussion on Museum Budget Requests.
6. **Next meeting May 16, 2024, at 4:00 p.m.** at the Greeley History Museum
7. **Adjourn**

Museums' March 2024 Report

Major Events

Museum Manager

- The management team began budgetary process for 2025 with fee schedule updates, CIP Planning, and BIR planning as discussed in Experience and Management Team meetings for Historic Sites.
- On March 7th, Chris hosted the CSU Chancellor and Vice Chancellor, several Weld County Commissioners, and members of the Extension Board in the potato barn at White Plumb Farm on behalf of our partners, CSU Weld County Extension. We presented, along with Extension, about our emerging partnership at White Plumb Farm, and all the potential opportunities this brings.
- Chris was interviewed on March 11, along with Gabe and Jody Lopez and Holly Berg, for a 9 News segment on *¡Pleibol! In the Barrios and the Big Leagues*. This aired on April 5, Rockies Opening Day.
- Chris continued to work with CPRD Managers and BerryDunn on the new CPRD strategy.
- The museum hosted Rocky Mountain PBS as they interviewed Bill Garcia from the Dearfield Preservation Committee for an upcoming program. Our Dearfield Ledgers will also make an appearance.

Exhibits

- *¡Pleibol! In the Barrios and the Big Leagues* opened to the public on 3/16. The "sneak peek" opening reception on 3/15 saw 57 visitors, not including staff and vendors. Visitors reported very positive feedback. Museum Staff and exhibit partners have been interviewed by Inside Greeley, 9News, and KUNC.
- On 3/22, 5 members of the UNC Libraries Gallery Committee visited GHM for an exhibits tour and discussion. The team was curious about how our exhibit processes work and how they can incorporate more guest curated displays.
- Exhibits Work Study Student Lauren Woods started on 3/20.

Collections and Registration

- Katie Ross Coordinated staff to help cover collections in the Carriage House ahead of roof replacement.
- Katie Ross attended her first Mountain Plains Museum Association (MPMA) meeting in official elected board position
- Miranda assisted researchers over eleven appointments during the month of March

Education and Interpretation

- Finished curriculum planning for partnered summer camp with History Colorado, which includes 4 weeks of multiple unique daily lessons, with hands-on and interactive activities and field trips.
- Invited LINC, Weld Co. 4H, Historic Preservation Commission, and Greeley Fire Department to join 2024 Spring History Fest as new and continuing partners for community activity stations.
- Confirmed 5 schools, 279 students, to receive financial assistance to attend History Fest through the Poudre Heritage Alliance grant.

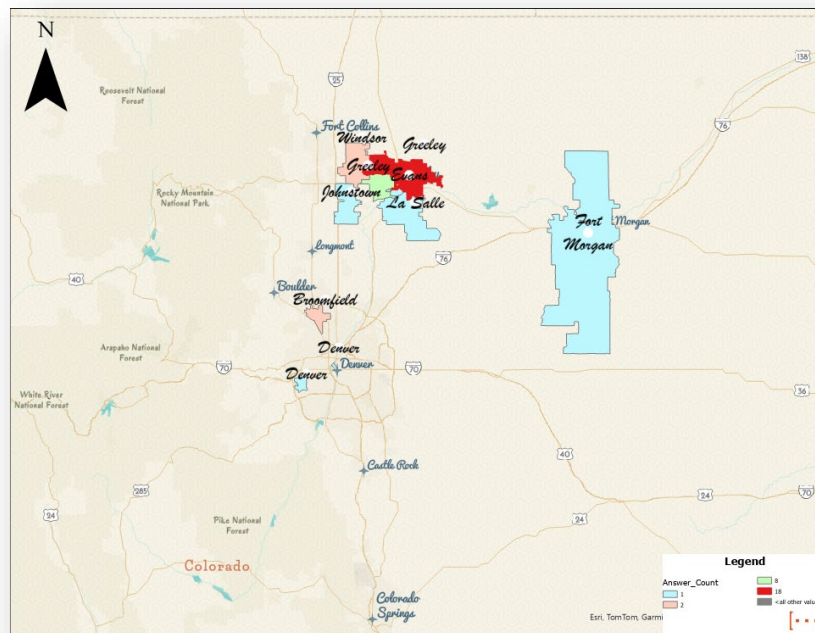
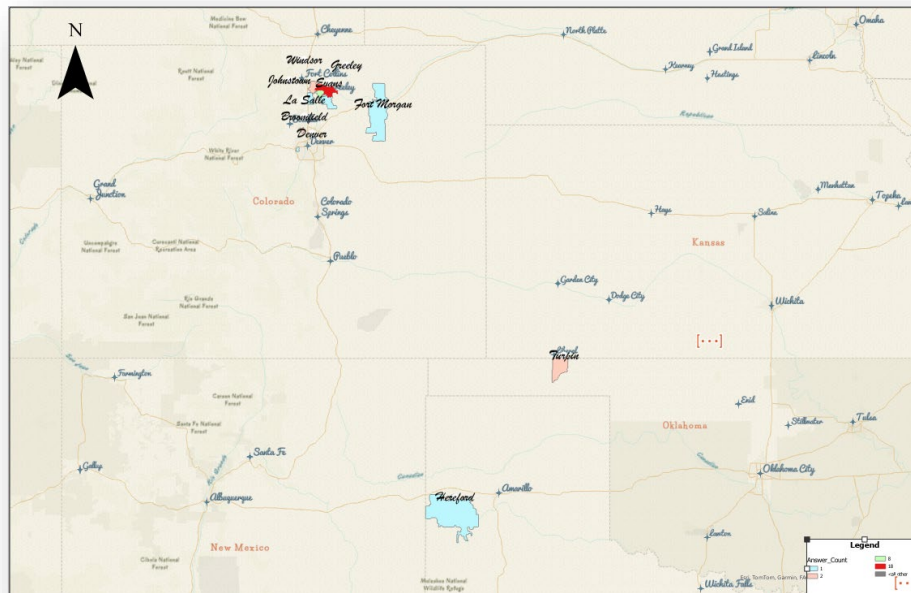
Historic Sites

- Facilitated Colorado's Most Endangered Places filming introduction and segway clips at Meeker Home Museum to help showcase local history as part of the program.

Museums' March 2024 Report

- Led several 'Spring Cleaning' staff trainings to prepare P/T employees for the upcoming open season in partnership with Katie Henry and Gus Rudnick.
- The barn received a new roof! The team also supervised the replacement of rotten window frames in the Firehouse, and prepared the Carriage House for its new roof. Work to bring chimneys on site to code was completed for the year.

Where Did Our Visitors Come From in February, 2024?



Museums' March 2024 Report

Museum Statistics

Visitor Services - GHM

	March 2024	February 2024	March 2023
Attendance	258	135	376
	\$1364 (including \$660 from Poudre Heritage Alliance for Pleibol)		
Admissions Sales	\$643	\$1332	
Store	\$1186	\$493	\$1146
Research Center	\$20.20	\$362	\$540
Donations	\$0	\$100	0
Facilities Rentals	\$0	\$150	0
Combined Revenue	\$2570	\$1748	\$3018

Visitor Services - CV

	March 2024	February 2024	March 2023
Attendance	0	0	9
Admissions	0	0	0
Store	\$10	0	0
History Fest/Groups	0	0	0
Donations	0	0	0
Facilities Rentals	0	0	0
Combined Revenue	0	0	0

Visitor Services Totals

	March 2024	February 2024	March 2023
Combined Attendance	258	135	385
Combined Revenue	\$2580	\$1748	\$3018

Museums' March 2024 Report

Collections

	March 2024	February 2024	March 2023
Number of Researchers Served	27 (22 onsite, 5 offsite)	38 (15 onsite, 23 offsite)	23 (11 onsite, 12 offsite)
Revenue	\$20.20 (\$783 - \$763 in discounts)	\$362	\$540

Volunteers

	March 2024	February 2024	March 2023
Number of Volunteer Hours Provided	105	101	173
In Kind Equivalent (@ Federal Volunteer Rate of \$31.80 per hour)	\$3339	\$3212	\$5501

Education

	March 2024	February 2024	March 2023
PreK – 12 th Grade Students Serves	Will update next month	350	21
Museums-to-You Outreach	Will update next month	272	0

Virtual Exhibits and Programs

	March 2024	February 2024	March 2023
Beyond Suffrage Virtual Tour	14	15	123
Meeker Home Virtual Tour	35	57	113
Viewfinder Exhibit	15	6	10

Museums' March 2024 Report

War Comes Home Virtual Exhibit	20	19	50
Stqry	11	16	NA
Exhibit-related Virtual Programs	57	0	0

Social Media Reach

- C&E have changed programs, and so our analytics are no longer available. We will continue to work with them to make these available again.

~ Museums Acquisitions Committee ~ Deaccession Recommendations from 21 March 2024 To ~ Museums Advisory Board ~ ~ Culture, Parks, and Recreation Director ~ As Consent Agenda Considerations 18 April 2024	2024
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City of Greeley Museums Collections Management Policy, Part I, Sections 1-5, Introduction; Mission, Scope, and Descriptions of Collections; Ethics; Acquisitions of Collections; Deaccessioning and Disposal of Artifacts, and Loans apply in all actions taken by the Museums Acquisitions Committee and Museums Advisory Board. Greeley Museums Acquisitions Committee presents their Recommendations for Deaccessions for Museum Advisory Board consideration, and recommendation to the Culture, Parks, and Recreation Director (or Designee) whose signature is required for final approval. Acquisitions Committee Recommendations for Deaccession with Recommendations for Disposal options from the Museums Acquisitions Committee Minutes dated <u>21 March 2024</u>, as <i>Approved by Museums Manager Chris Bowles.</i>		The Culture, Parks, and Recreation Director or any MAB member may request to have an item pulled from the Consent Agenda for further discussion or to request further research before a final decision is reached. The Consent Agenda can be approved as written or amended before approval. The Consent Agenda, once approved, becomes a part of the Museum Advisory Board Minutes. Please contact the Museums Registrar and/or the Curator of Collections with any questions about any item included on this Consent Agenda.
<u>Object ID Number:</u> 0839.0001 <u>Object Name/Description:</u> Rifle, Partial Rifle, taped stock [accession record] 07/12/2005 Metal barrel is 28 1/2" long x 3/4" wide. The barrel has a circular shape 19" up from barrel end, shape is octagonal shape for remaining barrel length. The barrel has front and rear sights attached and is missing around the chamber on bottom. Six-inch receiver/breech section is attached to barrel. <u>Condition:</u> Poor. The barrel is missing ramrod chamber, stock, and all remaining parts and has corrosion, tarnish, pitting, rust, abrasion, and scratches. The breech/receiver section is attached, but all remaining parts are missing. The Surface is described as having "Abrasion, Stable, Pitting, Tarnish, Corrosion, Wear, Rust, Loss, and Scratch. The Material Condition is described as having "Abrasion, Misshapen, Worn, Stable, Rust, Corrosion, Loss, Pitting, and Broken. <u>Size:</u> W 0.750" x L 28.500" <u>Deaccession Justification(s):</u> <u>Katie Ross & JoAnna Stull</u> <u>Quality:</u> Any artifact subject to irreversible deterioration or of such poor quality that it hinders the upgrading of collections and occupies valuable storage space may be disposed of. <u>Maintenance:</u> Any artifact that cannot be properly stored, preserved, or used in a professional manner to ensure its integrity may be disposed of. <u>Disposal Recommendation(s):</u> <u>Katie Ross & JoAnna Stull</u> - Recommend Deaccession from the Permanent Collection. - Recommend Disposing of per Collections Management Policy. <u>AC Recommendation on 21 Mar. 2024:</u> Approval to Deaccession 0839.0001 from the Museums' Permanent Collection and Approval of the Disposal Recommendations as written.	<u>Donor/Statement of Legal Title:</u> <u>Donor, Unknown</u> Research on 5/16/2023 found no known donor. This item Found in Collections was catalogued and given a condition report in 2005. The Greeley Museums has had ownership of this item for at least (19) years meeting the requirements of CRS 38-14-103 (Limitations on Recovery of Loaned Property); the Museums has complete legal title to this item.	

~ Museums Acquisitions Committee ~ Deaccession Recommendations from 21 March 2024 To ~ Museums Advisory Board ~ ~ Culture, Parks, and Recreation Director ~ As Consent Agenda Considerations 18 April 2024	2024
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Object ID Number: <u>0843.0001</u> Object Name/Description: <u>Barrel, Rifle</u> Rusty gun barrel. [subject card] 07/12/2005 Metal gun barrel is 35 3/4" x 5/8" wide. The barrel has a bend near center, has rear sight on top, and has magazine housing attached. A 2" metal frame runs backward from magazine housing. Barrel has extreme corrosion, pitting and rust. Condition: Poor. Entire gun barrel, magazine housing and other parts have extreme corrosion, pitting, rust, flaking. Barrel has significant bend in mid-section. The Surface is described as having "Abrasion, Stable, Pitting, Flaking, Corrosion, Rust, Wear, and Crocking. The Material Condition is described as having "Abrasion, Misshapen, Worn, Stable, Rust, Warp, Embrittlement, and Weathered. <u>Size:</u> W 0.625" x L 35.750" Deaccession Justification(s): <u>Katie Ross & JoAnna Stull</u> <u>Quality:</u> Any artifact subject to irreversible deterioration or of such poor quality that it hinders the upgrading of collections and occupies valuable storage space may be disposed of. <u>Maintenance:</u> Any artifact that cannot be properly stored, preserved, or used in a professional manner to ensure its integrity may be disposed of. Disposal Recommendation(s): <u>Katie Ross & JoAnna Stull</u> - Recommend Deaccession from the Permanent Collection. - Recommend Disposing of per Collections Management Policy. AC Recommendation on 21 Mar. 2024: Approval to Deaccession <u>0843.0001</u> from the Museums' Permanent Collection and Approval of the Disposal Recommendations as written.	Donor/Statement of Legal Title: <u>Donor, Unknown</u> Research on 5/30/2023 found no known donor. This item Found in Collections was catalogued and given a condition report in 2005. The Greeley Museums has had ownership of this item for at least (19) years meeting the requirements of CRS 38-14-103 (Limitations on Recovery of Loaned Property); the Museums has complete legal title to this item.
Signatures Attesting to Affidavit of Title Research	Affidavit of Title for Due Diligence Research
SIGNATURE DATE SIGNATURE DATE	City of Greeley Museums staff Katie Ross and JoAnna Luth Stull by their signatures, affirm that they, in collaboration with Museum Volunteer Patti Harrold, have researched in with due diligence the <u>Donor/Statement of Legal Title</u> and found no known donors for the Object ID numbers <u>0839.0001</u> and <u>0843.0001</u>. The Deaccession Justifications, and the Recommendations for Deaccession and Disposal were based on the Greeley Museums Collections Management Policy best practices.

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City of Greeley Museum Advisory Board Signature	City of Greeley Museum Advisory Board Approval by
SIGNATURE DATE	Museum Advisory Board Chair or Museum Advisory Board Chair Vice Chair
Culture, Parks & Recreation Department Signature	Culture, Parks & Recreation Department Approval by
SIGNATURE DATE	Culture, Parks, & Recreation Department Director or Culture, Parks, & Recreation Department Cultural Affairs Manager as Designee* *The Cultural Affairs Manager may not sign for both Museum Manager's approval and final Culture, Parks, and Recreation Department approval as Designee.
Collections Management Handbook, Section 5.1	Collections Management Handbook, Section 5.4
Objects in the Level 1, Level 2, or Permanent Collections may be deaccessioned for the following reasons only: <u>Non-relevance</u>: Any artifact no longer relevant or compatible with the City of Greeley Museums' mission statement may be disposed of properly. <u>Maintenance</u>: Any artifact that cannot be safely stored, preserved, or used in a professional manner to ensure its integrity may be disposed of. This situation may result from undue size, excessive quantities of similar artifacts, fragility, or other unique circumstances. <u>Hazards</u>: Any artifact containing an infestation or inherent chemical hazards that may imperil the condition of other artifacts or people may be disposed of by destruction or discard. Destruction or disposal of hazardous chemicals or objects of a dangerous nature will be coordinated with the authorities having the appropriate jurisdiction and knowledge, which could include Greeley Police, Greeley Fire, or others as deemed appropriate. <u>Fraud</u>: An artifact determined to be fraudulent, or a gross misrepresentation of an authentic artifact may be disposed of as fraudulent. <u>Quality</u>: Any artifact subject to irreversible deterioration or of such poor quality that it hinders the upgrading of collections and occupies valuable storage space may be disposed of. <u>Illicit Property</u>: Any artifact acquired contrary to the regulations set forth regarding illicit property may be disposed of. <u>Native American Grave Protection and Repatriation Act (NAGPRA)</u>: Material covered by the NAGPRA may be repatriated as per 43 CFR Part 10.	Acceptable methods of disposing of deaccessioned artifacts or retired education artifacts are as follows: <u>Exchanges</u>: Reciprocal transfer of artifacts with a similar cultural, scientific, or educational institution is the most desirable means of disposal. Such transfers increase the probability of preserving materials for the future and keep them within the public domain as well as fostering goodwill between such institutions. <u>Gifts</u>: Artifacts may be given to a suitable institution or non-profit organization if they have special regional or historical significance to that institution and it is considered to be in the best interests of society. <u>Return to Donor</u>: A Donor is advised of a deaccession unless the Donor is deceased or if living, has initialed the advisement indicating they would not want items returned if deaccessioned. <u>Destruction</u>: Any artifact subject to irreversible deterioration, infestation, or inherent chemical hazards that may imperil the condition of other artifacts or people may be disposed of by destruction or discard. <u>Repatriation</u>: Generally, not applicable as Greeley Museums complies with the terms of the Native American Graves Protection and Repatriation Act (NAGPRA). <u>Sale by Public Auction</u>: If reasonable attempts have been made to exchange, gift, or return artifacts with no success, items may instead be sold by means of public auction. Monies or compensation received from the deaccessioning and disposal of objects from the collections shall be used solely for the benefit of the collections.

Minutes
Museum Advisory Board
March 21, 2024

1. The meeting was called to order by Mike Weiland at 4:02 p.m.
Board Present: Marcus Embry, George Junne, Emma Pena-McCleave, Nancy Masimer, Flo Mikkelson, Mike Weiland.
Board Absent: Gary Alexander.
Staff Present: Katie Ross, Geoff Havens, Holly Berg, Chris Bowles, Brecklyn Everhart.
2. Approval of February Minutes:
Motion to approve the February minutes made by Marcus Embry and seconded by Emma Pena-McCleave.
Motion Passed Unanimously.
3. Reports:
CPRD Report: Presented by Chris Bowles (on behalf of Diana Frick):
 - The whole department is still in the process of strategic planning.
 - The next step for the department would be working on a master plan.Culture Division Report by Chris Bowles (on behalf of Megan Weiler):
 - The 2025 budget process has begun.Museum Reports:
 - There was continued work with the senior leadership on final approvals for legal matters regarding a donation agreement between the City and Union Colony Company of Colorado, and the new Museum Ordinance.
 - The department is looking to replace the current software to replace the point-of-sale system.Exhibits:
 - Opening reception of Pleibol was Friday March 15th
 - Chris and Holly will be a part of a 9-news interview and Greeley tribune interview for the Pleibol interview.
 - The Museums staff were invited as guest speakers at two UNC classes. The topic was potential careers in museums.
 - The Pleibol exhibit committee finalized the 15-page exhibit script on 2/27. It has been sent to the SITES team for review. The exhibit opens 3/16.Collections and Registration:
 - Katie Ross pulled together all the materials for the Pleibol exhibit and worked with the Registrar team to conduct condition reports on all items.
 - The Hazel E Johnson Center saw a higher number of research appointments than usual.

Education and Interpretation:

- Geoff finished teaching his class portion of our first internship project with UNC and began guiding inters on program and media project creation.
- Katie Henry and the interpreter team completed multiple museum to you visits serving approximately 300 D6 students.
- Katie Henry trained the interpreters on Museum to You presentation procedures, increasing the capacity for visits and adding new skills to staff roles.

Historic Sites:

- Geoff and Chris met with CSU extension gardeners at WPF to discuss garden progress at the farm, and other possible collaborative partnerships.
- The team resumed Fiesta on the plaza 2024 planning without valued partners in MAHPG.

4. Friends of the Greeley Museums Report:

- Focus on how to define the donations, and sponsorships between the friends and GHM.
- The Friends have committed to putting on Potato Day.

5. Board Reports:

- Experience Teams:
 - Ideas for advanced planning for Fiesta on the Plaza.
 - Brainstorm ideas for capturing memories for the Spanish colony.
- Acquisitions Committee:
 - Deaccessioned gun barrels will come to board for approval next month.

6. New Business:

- Artist's in-residence program: Chris and Kim met with local artists, and Colorado creative industries to go over an artist in-residence program. This program will be associated with the Spanish colony exhibit.
- Geoff will be on paternity leave for 3 months. Will return early August.
- There is a boards and commissions celebration event April 3rd.

7. Old Business:

- The museum ordinance is written and ready to be submitted to city council.

The meeting adjourned 5:10 p.m.