

# **AUBURN'S HISTORIC & CULTURAL SITES COMMISSION**

Meeting minutes from May 11, 2016, Willard Memorial Chapel

**Present:** M. Alberici, B. Chabot, J. Giannettino, J. Kline, D. Stankus, M. Vanek, K. Walker

**Excused:** Rev. P. Carter, E. McHugh, S. Muldoon, K. Wise (for E. McHugh)

**Absent:** L. Frank, D. Lamb, J. Loperfido

**Guests:** Chuck Mason – City Hall, Lisa Carr - Seymour Library, Dori Gottschalk-Fielding – Seymour Library

## **Approval of the Minutes**

M. Vanek read the Commission's mission and vision statements. B. Chabot made a motion to accept the 3/9/16 minutes as submitted and the motion was seconded. **All were in favor and the motion carried.**

## **Approval of the Treasurer's Report**

D. Stankus made a motion to accept the treasurer's report as submitted and the motion was seconded. **All were in favor and the motion carried.**

## **Site Directors**

No report.

## **Marketing Committee**

G. Sears spoke about the Cayuga Community College Video Project. The project is reported to be complete. Professor Steve Keeler from Cayuga Community College stated that he would like to review the material to ensure it's a finished product. He has agreed to provide a copy via flash drive once he confirms it is ready to deliver. The finished product should be ready to be shared at or before the July 13, 2016 meeting. K. Walker inquired whether sharing the video with sites before publishing meant they could perform edits. G. Sears confirmed that at the time of receipt, all of the sites can review the material for accuracy.

G. Sears reported on details surrounding the Meredith buy inquiries with two charts included in the packet. She explained the first sheet was created by Maureen McEvers from the Tourism Office indicating inquiries received from the suite of magazines through April, 2016. The chart on the opposite side of that sheet was provided by Chuck Mason, Auburn City Clerk, indicating the actual mailings that resulted from the inquiries from March 16-May 1, 2016. The numerical figures are slightly skewed because the data provided by C. Mason includes May.

## **Community Outreach**

Members had nothing to share.

### **Passport to History Program**

G. Sears gave an update on behalf of S. Muldoon regarding the progress of the Passport to History program. S. Muldoon is acting as the sole contact with the 4<sup>th</sup> grade teachers for the launch, delivery of passports, and conclusion of the program. The program began on 4/15 and will conclude on 6/6/16. Site directors confirmed they have received an outpouring of positive feedback and participation so far from students and families alike. The teachers have also been very pleased with the new passports and the program as a whole. Members of the committee then discussed the idea of hosting a special tour for teachers to enable them to visit all of the sites, perhaps during the summer. G. Sears agreed to propose this idea to S. Muldoon so she may present it to the 4<sup>th</sup> grade teachers.

### **Finance**

The Finance Committee met on 5/5/16 to discuss the 2016-17 budget. G. Sears presented a draft budget based on the results of the meeting and provided detailed info for each line of the account with the help of the draft budget and draft budget detail documents, both provided in the packet. These figures were based upon a \$30,000 budget allowance from the City of Auburn. When asked whether that budget figure was reasonable, C. Mason and J. Giannettino assured the Commission that the stated figure will likely be available again for the next fiscal year. M. Vanek made a motion to accept the draft budget as submitted and the motion was seconded. **All were in favor and the motion carried.**

### **Unfinished Business**

M. Alberici is the current Commission Chair. Rev. P. Carter is the current Vice Chair, though he hasn't been present at the meetings due to work obligations. M. Vanek nominated M. Alberici to resume the role of Commission Chair and she accepted the nomination. M. Vanek made a motion to approve M. Alberici as the returning Commission Chair and the motion was seconded. **All were in favor and the motion carried.** M. Alberici nominated D. Stankus to assume the role of Vice Chair and she accepted. K. Walker made a motion to approve D. Stankus as Vice Chair and the motion was seconded. **All were in favor and the motion carried.**

### **New Business**

Lisa Carr and Dori Gottschalk-Fielding, of Seymour Library, attended the meeting as guests to share details about their new programs. They thanked Auburn's Historic and Cultural Sites Commission for inviting them to share their recent updates. The history book collection is being taken from the top floor down to the basement where the materials will be more accessible to patrons thanks to the elevator. The new history room will be called the "History Discovery Center," a concept inspired by the exploration encouraged in the Children's room, which is also located in the basement. The \$150,000 renovation is expected to be completed in approximately two weeks. This newly designated area will be open for 30-40 hours per week, up from the previous 16 hours per week. More programs will be available to target families and teachers while historical research and genealogy will still be available. Digitized copies of old documents will be available and online soon. May 10 saw the first event revolving around the new history theme prior to the grand reveal. "Pop-Up History" showcased items from Seward House Museum and the Cayuga Museum. Another similar event is in the planning stages with a date to be determined. A hands-on 3-D exhibit will be coming. Artifacts of interest include viewmaster wheels, a Kodak slide and Google cardboard. For "Looking Back 100 Years" a 1916-17 class book and 1917 WWI scrapbook will be highlighted. Microfilms will be digitized and slide converters will be available for check-out.

A recent device called a flip pad scanner will allow delicate artifacts such as old photos to be scanned without compromising the integrity of the piece as might occur in a traditional scanner. A tentative opening time frame of late June – early July has been proposed. M. Vanek expressed an interest for Auburn’s Historic and Cultural Sites Commission to hold a meeting at the library when the center is completed.

M. Alberici suggested the Commission discuss the possibility of changing the start time of the meetings to enable more members to participate. B. Chabot suggested an earlier time would be preferable for her, such as 9:00 am. Several members agreed that this would be a suitable time. G. Sears agreed to contact D. Lamb, E. McHugh, J. Loperfido and Rev. P. Carter prior to the next meeting to seek their view points as they were not present at the meeting to express their preference.

### **Announcements**

Commission Members shared upcoming events at their sites.

J. Giannettino and C. Mason announced that they had to leave the meeting early so they could both attend a meeting at City Hall for a \$10 million downtown revitalization grant. State Street and surrounding areas will be the focus. May is Preservation Month. A 50<sup>th</sup> Anniversary of National Preservation event will be held at the June First Friday celebration at 5:30 pm at City Hall.

B. Chabot announced the Seward House Museum will participate in National Trust Preservation Month. The May First Friday celebration featured the Orchid Society. An orchid repotting workshop will be held on the last Saturday of May. June’s First Friday celebration will feature the ‘Off the Cuff’ Jazz band performing in the garden. Also, a new brand launch, website and logo design from Cowley & Associates will be revealed after nearly two years in the making. The website domain name will remain the same. An historically accurate new carpet will be going into the library, fashioned by antique looms in the 1860s style. All of the updates are funded by a \$5,000 grant.

J. Kline announced Majorpalooza will be on Sunday May 29<sup>th</sup>, the day before Memorial Day. The event will feature a 5K race on a new route starting at City Hall at 8:30 am. This is one of three events that qualified for a \$10,000 grant for entertainment. Another new feature this year is the beer garden which will offer local beers. Regional wines, as well as a free art exhibit, will also be part of the festival. Last year saw 5,000 people. Last year’s zip line wasn’t lucrative so SOFO carnival rides will take its place. The event officially runs 10:00am – 10:00 pm. The Memorial Day Parade will take place on Monday, May 30 at 11:00am. The Music on the Mall revival will take place on the second Friday June – September from 7:00 – 10:00 pm, featuring music in the shell and an open container waiver so patrons can enjoy drinks outside. The Sizzlin’ Summer Kick-Off Festival will feature a burger battle sponsored by IGNITE and live music on June 25 from 5:00 – 9:00 pm.

K. Walker announced the success of the first Breakfast for Tiffany event held at The Center. Of 100 tickets, 99 were sold. Upcoming events at Willard Chapel include The Auburn Maroon Orchestra Booster Club Presents the Fourth Annual Prelude to Summer Concert on May 22 and the Geneva Music Festival on May 29. The past year has seen an increase in the number of buses coming to the Chapel, however there tend to be fewer guests on the buses now – typically about 35 rather than the approximately 50 people per bus as in the past. Grants are actively being sought for the Chapel's interior and exterior restoration. Chef's Night is slated to take place in October at Sacred Heart; the goal is for restaurants to donate the entrée portion of the meal.

L. Carr announced the Gaming Mobile will be at TomatoFest on September 10 from 10:00 am – 4:00 pm.

A motion was made to adjourn the meeting by J. Kline at 10:45 am and the motion was seconded. **The next Commission meeting will be held at 9:30 am on 7/13/15 at the Cayuga Museum.**

Minutes by Gillian Sears