

Minutes
Mason County Historic Preservation Commission
February 13, 2020
Mason County Department of Health Meeting Room
415 N. 6th Street
Shelton, WA 98584

Members Present: Rick Calvin, Ed Huber, Chrissy Williams, Steve Rose, Russ Sackett, Dave Dally

Members Excused: Stephanie Neil

Guests: Susan Stanley (Matlock Historical Society) Jonelle Adams (Pickering Community Club), Liz Arbaugh (Mason County Historical Society), and Cindy Shotts (League of Women Voters)

County Staff: Michael MacSems and Mariah Frazier

I. Call to order

Roll Call- Mr. Calvin called the meeting to order at 2:00 p.m.

Review and Approve Minutes from January 9, 2020 – Mr. Sackett made a motion to approve the January 9, 2020 minutes as presented. Mr. Rose seconded the motion, all in favor, motion carried.

Correspondence-

- Winter 2020 This Place (WA Trust for Historic Preservation)
- Email from DAHP regarding 2020 Grant cycle

II. New Business

Announcements – None.

Winter 2019 Heritage Grant Reviews – Everyone went around the room and introduced themselves. Mr. Calvin gave a brief overview of the process and began the review process.

Criteria	Points
Promotes Heritage	25 possible
Public Benefit	20 possible
Capacity to Complete	15 possible
Immediate Need	15 possible
Outcomes	10 possible
Defined Budget	10 possible
Economic Benefit	5 possible
Total:	100 possible

Susan Stanley was present for the Matlock Historical Society. She briefly discussed the scope of work, stating they were asking for archival storage materials for their Rediska-Herring Collection, which consisted of mostly paper artifacts from the 1950s. They were asking for \$179 to purchase professional materials to properly archive and preserve the collection. Scoring for the Matlock Historical Society is as follows:

Matlock Historical Society	
Criteria	Points
Promotes Heritage	25
Public Benefit	15
Capacity to Complete	15
Immediate Need	15
Outcomes	10
Defined Budget	10
Economic Benefit	2
Total:	92

League of Women Voters

Cindy Shotts was present from the Mason County chapter of the League of Women Voters. She explained their proposal, consisting of the creation of 6 posters of local influential women for display at events, the Mason County historical Society Museum, and hopefully the local schools in the future. In total they plan on having 7 posters, one of which was already complete and presented as an example. Of the 6 proposed, 4 would be of historical local women and 2 of women from present day. Scoring for the League of Women Voters is as follows:

League of Women Voters	
Criteria	Points
Promotes Heritage	25
Public Benefit	20
Capacity to Complete	15
Immediate Need	12
Outcomes	7
Defined Budget	10
Economic Benefit	3
Total:	92

Mason County Historical Society

Liz Arbaugh of the Mason County Historical Society presented their proposal for display materials, specifically 6 display boards, to create an exhibit promoting smaller communities throughout Mason County. Before scoring, Mr. Daly recused himself as he is a board member of MCHS. Scoring for MCHS is as follows:

Mason County Historical Society	
Criteria	Points
Promotes Heritage	25
Public Benefit	12
Capacity to Complete	15
Immediate Need	10
Outcomes	10
Defined Budget	10
Economic Benefit	5
Total:	87

Pickering Community Club

Jonelle Adams from the Pickering Community Club went over their proposal. She stated they were asking for funding for frames and mattes to help create a gallery timeline along the wall of the Grant School. Scoring for the Pickering Community Club is as follows:

Pickering Community Club	
Criteria	Points
Promotes Heritage	25
Public Benefit	10
Capacity to Complete	15
Immediate Need	10
Outcomes	10
Defined Budget	10
Economic Benefit	2
Total:	82

PUD#1

HPC members reviewed the application from PUD#1 as no representative was present. PUD was requesting funding to restore their neon sign. Scoring for PUD#1 is as follows:

PUD#1	
Criteria	Points

Promotes Heritage	25
Public Benefit	15
Capacity to Complete	15
Immediate Need	10
Outcomes	10
Defined Budget	8
Economic Benefit	2
Total:	85

Award Discussion – With all the applications reviewed and scored, HPC members discussed how many projects they could fund and at what amount. Although the entire Heritage Grant budget for 2020 is \$500, there had been previous discussion about awarding more than one proposal depending on the status regarding the Indirect Fee. In reviewing the financial statement no charge had yet been taken out for the Indirect Fee (now called “Internal Allocation”) for 2020. HPC members also reviewed the approved 2020 budget in order to decide on the total amount they could award. It was decided that a total of \$1,200 could be awarded, which would cover the total for the top three scoring proposals.

Matlock Historical Society with a score of 92/100 would be awarded the requested amount of \$179. The League of Women Voters, also with a 92/100 would be awarded the requested amount of \$500. Mason County Historical Society, with the third highest score of 87/100 would be awarded the requested amount of \$500.

Deliverables Discussion – MCHPC members then discussed and finalized the deliverables that would be expected for completion. For Matlock Historical Society it was decided that the receipt for materials purchased, as well as a detailed catalog of the collection. Ms. Stanley confirmed that in order to be reimbursed, the receipt or invoice would have to say Matlock Historical Society, rather than a member on behalf of them.

The League of Women Voters had included a lot of details in their application for future use of the posters they would create. Mr. Calvin asked to focus on narrowing the scope to fit within the time frame. After discussion, it was decided the deliverables would be 6 new large posters, 7 tabletop size posters, a digital booklet available on 3 websites, and a PowerPoint presentation with the women depicted on the posters.

For the Mason County Historical Society, the deliverables agreed upon were the purchasing of 6 display boards to create an exhibit reflecting 6 communities within Mason County of historical interest. Proof of the final exhibit would also be required for completion.

Other (if Any) – None.

Old Business

Update Shelton Oyster Plant/Army Corps Section 106 Review – Mr. MacSems stated he had received a copy of the final agreement reached and would be briefing the BOCC on February 24th.

Review DAHP Grant for NAPC Conference – Mr. MacSems stated he had talked with Kathy Chaussee about the logistics of attending the conference. Ms Chaussee is concerned about the deliverables outlined in the contract and is working with DAHP to get clarification on what is expected. Ms Chaussee will hopefully attend the March meeting with an update. Mr. MacSems added that the grant amount might not be quite enough to meet the deliverable of a minimum of three people attending each day.

Heritage Preservation Month Program – Mr. Sackett had drafted a poster highlighting historical places throughout Mason County. He said he was open to any suggestions or revisions and would follow up at the next meeting.

Mr. Calvin stated he had been in touch with the organizers for Matlock Days. The cost to have a booth would be \$50 and there was still space available. Mr. Dally made a motion to authorize the payment of \$50 for a booth at Matlock Days. Motion was seconded by Mr. Sackett. All in favor, motion carried. Mr. Calvin will make the payment and seek reimbursement.

Mason County Historic House/Place of Interest Plaque Program – Mr. Calvin stated he had started on creating guidelines but didn't have an update at this time. Ms. Williams said it would be nice to have application for the Plaque Program completed before Matlock Days so they could have them at the booth.

Indirect Fee Update (if any) – Now call “Internal Allocation” no money has been withdrawn from the account yet. The HPC asked Mr. MacSems to contact Jennifer Beierle about status.

Other (if any) – None.

III. Other Commission Discussion

Financial Statement- HPC reviewed the statement for February 2020. Everything seemed in order. See above.

IV. Next Meeting Date March 12, 2020

V. Adjournment

At 4:33 p.m. Ms. Williams made a motion to adjourn. Motion seconded by Mr. Dally All in favor, meeting adjourned.