



**FARMERS  
BRANCH**

# City of Farmers Branch

## Minutes

### Historical Preservation & Restoration Board

Farmers Branch  
Dodson House  
2540 Farmers Branch Ln  
Farmers Branch, TX 75234

Tuesday, April 23, 2019

6:30 PM

Dodson House

#### Meeting held at 6:30 PM at the Dodson House Main Room

**Presiding:** Chair Ann Christman

**Present:** Gail Cope, William Frome, Johannes Hylkema, Kay Lynn Lyon, Bill Stolp, and Warren Wetzel

**Absent:** Carol Dingman, Bitsy Laney, and Danielle Neumeyer

**Staff:** Mike Mashburn, Parks and Recreation Assistant Director and Hillary Kidd, Historical Park Curator

#### A. AGENDA ITEMS

##### A.1 Call to order.

Meeting was called to order at 6:39 pm.

##### A.2 Approval of minutes from the March 26, 2019 Board meeting; and take appropriate action.

Johannes Hylkema moved to accept the minutes as presented. William Frome seconded. Motion carried unanimously.

##### A.3 Consider excusing the absence of William Frome and Danielle Neumeyer from the March 26, 2019 Board meeting; and take appropriate action.

The absences of William Frome and Danielle Neumeyer were discussed. Both asked in advance to be excused. Bill Stolp moved to approve the absences. Kay Lynn Lyon seconded. Motion carried unanimously.

**A.4 Discuss Board composition and size.**

Mike Mashburn explained the new guidelines for board membership standardization. This will be a phased approach as seats come open and will be reduced by one member per year until the board reaches the standard size of seven members with two alternates who will only vote when a member is absent. Mike also included in his information that there will be a sunset year for all boards in every year ending in a one or five to see if a board is needed. There was a general discussion with the Board members about the need for board standardization. Gail Cope was concerned that the move to restrict board size might stifle citizen participation. Interest in serving on boards has been very high and there are not enough positions to meet the interest. Mike, Ann Christman, and Kay Lynn Lyon suggested that the Council had considered this problem and was working on the idea of having people serve on committees where they had an interest, instead of working on a board. Other items of interest were board terms since the deadline for reapplying for a new term is May 1, 2019. Bill Stolp asked if an alternate on the new board system would have that term count as part of their six years of service. The answer was that it would count against the six years even though the alternate had been a non-voting member of the board.

**A.5 Receive Historical Park staffing update.**

Mike Mashburn brought the Board up to date on the staffing changes occurring in the Parks and Recreation Department which will affect the Historical Park. The most important change is that Hillary Kidd is now the Historical Park's Manager, but will continue her curatorial position until the first of the year. The Park staff is working toward a more long-range calendar of events with the goal of scheduling two to three years out. Kim Jolly Chapman will be working with the StEPs committee to keep the progress going forward.

**A.6 Discuss Docent Circle of Honor; and take appropriate action.**

Ann Christman led the discussion of the Docent Circle of Honor. This is an annual event based on volunteer hours of service. The requirements are five years and 300 hours of service. Two volunteers have met these requirements for this year's honor. They are Mark Carpenter with 10 years and 305 hours of service, and Mary Jo Wyse with 5 years and 373.5 hours of service. William Frome moved to honor their service in the Docent Circle of Honor. Johannes Hylkema seconded. Motion carried unanimously.

**A.7 Discuss summer meeting dates; and take appropriate action.**

Ann Christman led the Board in a discussion of summer meeting dates. There was a consensus that the Board needed to take one month off due to all the family vacations. However, Bill Stolp wanted to assure that the StEPs committee would be meeting in the summer to continue their work. Other members were concerned about the barn project not being slowed down if committee members were not available. Warren Wetzel moved that the Board not meet in June but meet in July and August. William Frome seconded. Motion carried unanimously.

**A.8 Receive committee updates; and take appropriate action.**

- **Events**
- **StEPs**
- **Strategic Plan**

Events Committee: Kay Lynn Lyon gave a report on the successful First Friday: Easter event attended by 75 people. The Star Party had 100 people attending. The star parties have been a growing attraction in the Park and the Board commends the work of these intrepid volunteers! There was a question about possibly having an event in July with the star party group celebrating the 50<sup>th</sup> anniversary of the moon landing. Bill Stolp said he would talk to the group, and would get back to us in May. William Frome asked if we lost money when the Vintage Base Ball Festival had to be canceled due to weather. Hillary Kidd responded that even though not all the accounting has been finished, she believed that the Park did not lose anything on the event. Since Date Night in the Park had to be cancelled due to weather, it will be rescheduled with the same dog themed movie in June; with the goal of having synergy with the opening of the new Bark Park.

StEPs Committee: Bill Stolp reported that the committee is waiting on an update and had nothing new to report at this time.

Strategic Plan Committee: Carol Dingman's report was given by Ann Christman. The committee is working on a presentation of how to maximize the museum's exhibition with other activities surrounding it. They are reaching out to other groups and citizens of the community and surrounding communities who might be interested in sharing their knowledge with the museum and the Historical Park.

**A.9 Receive and discuss Director's report.**

A copy of the Director's report was included in the Board's packet. Mike Mashburn told the Board that the deadline for the RFQs from the Barn Project was on Friday, April 26, 2019.

William Frome gave his report on the Gilbert Journal reading for the City Council meeting. He then reported to the Board about the presentation made by the Art and Culture Committee to the Council and the positive reaction it received. William recommended that Board members try to watch the presentation if they can.

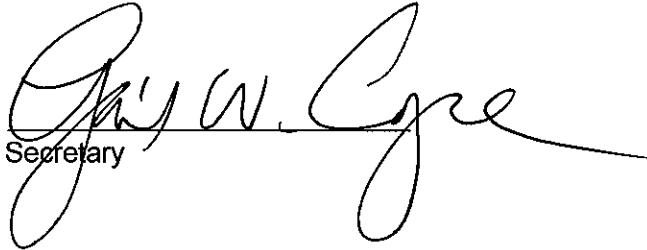
**B. ADJOURNMENT**

Warren Wetzel moved to adjourn the meeting. Johannes Hylkema seconded. Motion carried unanimously.

The meeting adjourned at 7:48 p.m.



Chair



Secretary