

CITY OF MANSFIELD

*102 N. Main St.
Mansfield, TX 76063
mansfieldtexas.gov*



Meeting Minutes

Thursday, November 18, 2021

6:00 PM

Mansfield Historical Museum and Heritage Center

Historic Preservation Advisory Board

1. **CALL TO ORDER**

The meeting was called to order by Cindy Gardner at 6:04 p.m.

Board Members present:

Cindy Gardner, Annette Hamill, Tom Leach, Chris Ohan, and Marty Thomas

Board Members absent:

Connie McGough

City Staff present:

Museum Manager Jessica Baber

2. **APPROVE MINUTES FROM SEPTEMBER MEETING**

Annette made a motion to approve the minutes as written, Marty seconded and all voted in favor.

3. **CITIZENS' COMMENTS**

None

4. **PRESERVATION PROJECTS UPDATE**

Cindy spoke to Art Wright about adding the survey that was completed by our Board members to the Texas Historical Commission database. She will be working on this project.

5. **MAN HOUSE MUSEUM UPDATE**

Cases have been moved into the Man House Information Center and placed against the wall with the television. We will be moving artifacts into them this week. The items in the cases will be the items that belonged to the Man family and items that were found under the house during the restoration process. These do not need to stay permanently. This area can be used for temporary exhibits, traveling exhibits, education programs and other activities. One use could be meeting space for organizations such as the DAR, as long as part of the meeting is related to museum purposes.

6. **HOLIDAY AT THE HOUSE AND HOMETOWN HOLIDAY ACTIVITIES**

Holiday at the House is the Christmas event at the Man House. It will be December 18 from 10-4. We will have a walkthrough of the house, craft activities, tin punching at the barn, flute and guitar music in the house, and refreshments (possibly provided by Flying Squirrel). Our Student Worker for the semester has been working on the project, along with staff, and he is trying to get a school choir to come perform as well. The house has been decorated. Next year, we will send an email out to docents letting people know when we plan to decorate in case anyone is interested in helping.

Hometown Holidays is being held downtown this year on December 5 and 6. The evening event with the tree lighting will be the 5th and the museum and Mansfield Historical Society plan to have tables outside the museum with activities and

promotional materials. Amanda will have a craft activity for kids. Tom and Karen will be in historical costume. The museum will be open. Anyone who is interested in coming to help with the craft activity or look after the museum is welcome to come.

7. MUSEUM SELF-EVALUATION DISCUSSION

The museum staff and board will begin the STEPS program. It is a self-evaluation deigned by the American Association for State and Local History specifically for small history museums. Our goal will be to do one section of the program at each board meeting. Jessica will get everyone their copy in advance of the January meeting when we will begin.

8. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

Johnny Bratton is no longer serving as President of the Mansfield Historical Society and therefore will no longer be serving on our board. Tom is now the President of MHS, so we have a vacant position on the board. Jessica is waiting to hear when the City Council plans to appoint someone new to the seat.

9. ADJOURN

The meeting was adjourned by Cindy at 7:12 p.m.

CERTIFICATION

All meetings of the Historic Preservation Advisory Board and its committees are open to the public.

I certify that this agenda was posted at the main entrance of the Mansfield Historical Museum and Heritage Center and the city website by 5:00 p.m., Monday, November 15, 2021, in accordance with City policy.

Jessica Baber
Museum Manager