

WASHINGTON COUNTY HISTORICAL SOCIETY
EXECUTIVE COMMITTEE MEETING
Draft minutes of the July 26, 2023, meeting – Approved
8/9/2023
10 a.m.
Pioneer Courthouse



Board member attendees: George Cannon, Susan Crook, Teresa Orton, Linda Shogren, Jesse Stocking, Jeanine Vander Bruggen, Loren Webb
Excused: Ian Crowe, Brad Bennett
Others in attendance: Richard Kohler, Tony Allen

Pledge of Allegiance – led by Teresa Orton

In Ian Crowe’s excused absence, Teresa Orton conducted the meeting.

Agenda Items:

A. Suggested Committees for Washington County Historical Society.

A list of WCHS Officers and a list of potential committees was displayed for review and discussion. The expectation was for each officer to be responsible for a specific committee to serve as its chair, and to create a separate committee to fulfill the responsibilities.

Questions were asked and a discussion held.

The officers agreed to the following:

- Jeanine Vander Bruggen – Secretary/Pioneer Courthouse
- Teresa Orton – Bylaws revision/adherence
- Jesse Stocking – Special Projects
- Linda Shogren – Marketing/social media/Articles/Presentations
- Susan Crook – Treasurer/Membership/Fundraising/Grants
- Loren Webb – Field trips/Walking tours/Lectures/Programs/Oral histories/historical research
- George Cannon- Website separation/transition/maintenance

The President has not been assigned a specific committee as he will be responsible for the overall activities of WCHS. Brad Bennett was not in attendance and was not assigned to any committee. He will be able to contribute to any of the committees.

There will undoubtedly be a refining process to categorize activities. More discussion will take place during the WCHS Board of Directors meeting scheduled for August 9, 2023.

B. Other

(1) Tony Allen, invited by Richard Kohler, introduced himself. He said his major interest in joining the WCHS is preserving and promoting the heritage of Southern Utah. He said it was not a random selection of people who came here. They were chosen by LDS President Brigham Young because of their set of skills. He said most of the people come here because of unique situations from other states. Tony is on the executive committee of Dixie State University Foundation, Chairman of the Washington County RAP Board, vice chair of the St. George Musical Theater which is in the process of building a new facility on South Bluff. He also has experience serving on non-profit organizations.

Tony asked if each of the committees has defined goals. Teresa Orton said the board is working on that very issue to achieve goals and report to the board. She said media and marketing is important to make sure members are invited to WCHS events. The WCHS also has a Facebook page and a website, which according to George Cannon, has been in existence for 17 years. People can also visit the Pioneer Courthouse, as well as use YouTube to learn more about the history of Washington County.

(2) Richard Kohler suggested the WCHS needs volunteers, and he is willing to recruit them. He also suggested that WCHS may also need a licensed attorney to provide legal advice.

(3) With regards to the WCHS budget, Treasurer Susan Crook said we have an approved 2023 fiscal budget, but we have not included specific funds for new projects in the 2023 budget. We do have money in the budget for ongoing projects such as the oral history program. We also have a separate budget for the operation of the Pioneer Courthouse. For any of the committees to operate, if they do not already have funding, they would need to request specific funds. The board would have to identify sources of funding for the current fiscal year for any new projects. Susan provided a handout entitled Washington County Historical Society grant guidelines which lists a variety of eligible projects.

- Tony Allen said Sept. 25 is the deadline to file an application with Washington County for RAP taxes. Susan said she was aware of the RAP taxes and that WCHS had made applications for the last few years. Susan said the WCHS has also received grants from the Sorenson Foundation. She said she would certainly like to take advantage of Tony Allen's expertise and networking contacts to help the WCHS.
- (4) Loren Webb asked about the Orval Hafen home in downtown St. George and whether it is on the National Register of Historic Places. Dick Kohler said he did not think it was on the register. Susan said a recent survey done by Kurt Huffaker listed all National Historic Register properties in St. George, and she would check to see whether the Orval Hafen home is on the register.
- (5) Jeanine Vander Bruggen said a study has been conducted on the structural condition of the Pioneer Courthouse and they are awaiting a decision for funding by the St. George City Council.
- (6) Loren Webb reported that Debra Durrant Judd, daughter of Dixie Photo Studio owner Thomas Porter Durrant has set Wednesday, Aug. 2 from 8 a.m. to 5 p.m. in the LDS Chapel cultural hall, 550 E. 700 South, as the second and last day for anyone interested in photo scanning and providing photo captions for thousands of photos from the Dixie Photo Studio collection.
- (7) Loren said board member George Cannon's assistant will be present with a scanner on that date to help with the photo preservation project. Lisa Osborn has also volunteered to use a scanner to document photos from the 1950s through the mid-1990s. Anyone is invited to come and help. Everything submitted for scanning will be forwarded to the Washington County Historical Society website.
- (8) He also noted that Susan Mower has transcribed the oral history interview of WCHS founding member Peggy Childs. Loren said he is in the midst of editing that interview, then sending it back to Susan for corrections, before sending it on to Peggy Childs for her review.
- (9) Jeanine Vander Bruggen said Utah Tech University Special Collections employee Caitlin Grimm had tried to have a meeting with WCHS regarding protocols for submittals of oral histories. Jeanine suggested Loren contact Caitlin regarding that. Special Collections Director Kathleen Broeder is leaving her employment there to take a position with Southern Utah University.

- (10) George Cannon noted he has also been talking with David Hinton, past president of the Hurricane chapter of the Sons of Utah Pioneers, who said he has 39,000 photos of the Hurricane area. George is still in discussions with David on how to borrow those photos.
David also told George that the Family History Center has several feed scanners where you can run photos through quickly.
- (11) Teresa Orton said Greater Zion marketing manager Susan Otto could help arrange for interns from Utah Tech University to help on projects like that.
- (12) George Cannon said the Frei family from Santa Clara brought George Cannon a box on General Steam which would be a great project to start researching.
- (13) Susan Crook asked when outlines for committee tasks should be back to the board for approval. Teresa Orton said a draft outline should be submitted by the Aug. 30 WCHS board meeting. She said Linda Shogren was reaching out to two funding organizations in connection with a 16-museum brochure project she is working on.
- (14) Jeanine Vander Bruggen said an Aug. 9 WCHS board meeting will help with developing a format or outline for committee assignments.
- (15) Loren Webb mentioned that Dennis Iverson is set for an Aug. 16 oral history interview. He is a lifelong resident of Washington City who has served on the Washington County Water Conservancy District, and state legislature and is a livestock operator.
- (16) Loren also mentioned that he met Tyler Lewis at a family reunion who told him that a St. George Temple history committee, consisting of members including Lyman Hafen, have been working to update the temple's history. Tyler lives in the same LDS stake as Lyman Hafen.
- (17) Dick Kohler said he met with Washington County Commissioner Gil Almquist last week regarding repairs on the Silver Reef Museum back deck due to termites. He also met with County Commissioner Victor Iverson who wanted to know how things were going with the County Historical Society.
- (18) Dick also met with LaRene Cox and a member of the Washington County School District. They told Dick about a test given to teachers by the Republican Party about the time when Utah became a state. He thought it might be worth a special project.

- (19) Jesse Stocking reported that Utah Tech University has four new buildings in the works on their campus. They include expansion and remodeling of the Cox Auditorium. The current softball field will have a permanent stadium. The old gymnasium will be replaced with a \$55 million building. South of the Udvar Hazy Building, there will be a \$50 million classroom building. Susan Crook said in connection with the demolition of the old gymnasium, she said the design was similar to one of the high schools in Salt Lake City. She said a Historic American Building Survey would require an architectural historian who could provide documentation on the history of the building. That report should be submitted to the Library of Congress.
- (20) Jesse also reported that the City of St. George has broken ground for a new city hall to be located directly east of the Children's Museum on the old Wells Fargo Bank property. He said there are three construction zones involved on that block, which also include a 4-story parking garage for the city.
- (21) Jeanine Vander Bruggen said the WCHS needs to have something in writing by the end of August to submit for RAP tax funding. Teresa Orton said she recommended that the WCHS board needs to give Linda Shogren approval to write a grant to fund the 16-museum brochure project.
- Motion by Loren to have the Washington County Historical Society board endorse Linda Shogren's 16-museum brochure project to apply for funds to the RAP tax board and/or Greater Zion.
- The motion was seconded by Jesse Stocking.
- Jeanine Vander Bruggen suggested all WCHS projects should be included under one grant. Teresa Orton disagreed, stating that the 16-museum project was urgent and should be separate.
- Dick Kohler said Linda Shogren could also apply to the Transient Room Tax.
- The motion was amended to give WCHS approval to have Shogren apply for the Washington County RAP Tax grant and to the Greater Zion Tourism grant to fund the 16-museum brochure project.
- Motion was approved.

Next Meetings: The WCHS executive committee -Aug. 30 at the Pioneer Courthouse. Board of Directors meeting will hold an Aug. 9 meeting at the same location.



WCHS Committee Information

Committee Name _____ Date _____

Chair Name _____ Board Position _____

Committee Purpose _____

Type Standing Ad Hoc

Committee Responsibilities/Tasks:

Task Assigned to:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Resources Needed:

Funding Amount \$ _____ Purpose _____

Source: Grant (specify) _____ Donor(s) WCHS
General Funds

Equipment _____

Materials _____

Consultants _____

Other _____

Additional Information:

Washington County Historical Society

Grant Guidelines



APPLICATIONS DUE NOVEMBER 30TH

Eligible Projects. WCHS will consider projects that help preserve, protect and promote the history and historic resources of Washington County, Utah, such as:

- Oral Histories
- Written Histories
- Special Events
- Tours
- National Register Nominations*
- Reconnaissance Level Surveys*
- Intensive Level Surveys*
- HABS/HAER/HALS Reports*
- Building Preservation (hands-on)*
- Landscape Preservation (hands-on)*
- Other (describe)

*These types of projects are typically done by qualified professional consultants in compliance with recognized best practices in historic preservation.

Eligible Expenses. Grants can be used only for direct project expenses such as professional and technical services, skilled labor, materials, printing, advertising, mailing, facility rental, catering, or other direct expenses.

Ineligible Expenses. Grants cannot be used for indirect expenses such as administrative overhead, equipment purchases, general office expenses, or other unrelated costs incurred by the grantee.

Selection Criteria. The WCHS Board of Directors will rank the applications based on the project merits as described under Eligible Projects. Approved projects will be announced at the annual meeting.

Grant Funding. The amount awarded will be at the discretion of the Board based on available funds. WCHS will issue a check for half of the approved amount following Board approval. The remainder of the funds will be paid following submission of the final grant report, expense sheet, and receipts.

Applicants must complete projects within 12 months of the approval date or return unspent grant funds to WCHS.

Reporting Requirements. Submit a written Grant Report and an Expense Report upon project completion, but no later than 12 months after the grant award. Include the following

documentation with the Expense Report:

- **Invoices/Receipts.** Copies of itemized invoices and receipts showing dates, quantities, and detailed descriptions of goods and services purchased. *(Debit/credit card summarized receipts are not sufficient.)*
- **Proof of Payment.** Copies of the fronts of checks paid to vendors *and* copies of the bank statement showing checks cleared *and/or* credit/debit card statements showing purchases.

Document Retention Period. Grantees must retain copies of the Grant Application, financial records and supporting documents pertinent to the grant for a period of 3 years. The 3-year retention period starts from the date of submission of the final Expense Report.

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