



**AGENDA**  
**MUSEUM AND HISTORIC ADVISORY COMMITTEE (MHAC)**  
City of Carrollton

Wednesday, January 10, 2024  
6:00 pm

Crosby Recreation Center  
1610 E. Crosby Road  
Broadway Room

**The following members were in attendance:**

Isaac Gian, Sammy Rana, Jasmine Arambula, Liz Castaneda, Marisol Mahin, Susan Thomas, Howard Townsend (Chair)

**The following members were absent:**

Chantelle Prejean, Cynthia Herschkowitsch.

**The following staff were in attendance:**

Heather Smith (City Liaison), Justin Swaney (Recreation Supervisor)

1. Call to Order 6:02
2. Introductions visitors:
  - There were no visitors present.
3. Review and Approve the Minutes of November 08, 2023
  - Motion to approve the Minutes of November 08, 2023, by Jasmine Arambula and seconded by Liz Castaneda.
4. Update and discussion on the next steps discussion from the Historical Marker Subcommittee.
  - The committee addressed the review and installation of historical markers, with Heather highlighting John Kutch, the museum intern, currently verifying markers lacking resolutions and ensuring historical accuracy. Subcommittee members deliberated on prioritizing markers and resolutions for different locations. Discussions encompassed marker design considerations, including potential budget requests for installations. Markers lacking resolutions are slated to be presented to

City Council with draft resolutions for approval, subsequently becoming official upon council endorsement.

5. Update and discussion on the next steps discussion from the Online Public Media Subcommittee.
  - The committee members acknowledged challenges in scheduling meetings due to the holiday season but expressed intentions to resume discussions and send over relevant materials. Heather mentioned the newly appointed marketing specialist, Andrea Choi, who will concentrate on marketing and promotion specific to Parks and Recreation. Committee members deliberated on how to streamline communication and contributions to the subcommittee, with an emphasis on Andrea's involvement for future improvements. The committee members will meet in the future to define the specific content to be shared in the upcoming discussions.
6. Discussion and vote on the third subcommittee.
  - Jasmine introduced the idea of establishing a third subcommittee focused on research. The proposal aimed to ensure that all members could actively participate and be part of a subcommittee. Motion for approval was given by Jasmine Arambula and seconded by Sammy Rana. All members in favor.
7. Discussion of other groups and organizations to contract for historical information.
  - The committee explored the concept of reaching out to different groups and organizations to obtain historical information, aiming to recognize their significant contributions to the City of Carrollton. The focus was placed on communities such as Koreans, Armenians, Vietnamese, and others, emphasizing their enduring presence and influence in the local community. To streamline the process, there was a suggestion to delegate this task, possibly to the research committee within the subcommittee structure.
8. Staff reports, and updates
  - Heather Smith shared an overview of the progress made in preparing exhibits for Black History Month, suggesting the potential for increased committee engagement in future activities related to this initiative. Committee members expressed agreement and enthusiasm, indicating their willingness to participate in upcoming activities.
  - Heather provided updates on the ongoing expansion of Rosemeade Recreation Center, emphasizing the significant progress in its construction. The expansion, will cover two levels and will feature enhancements such as an elevated track. Heather also discussed plans for a mural representing Carrollton, with a specific emphasis on sports and athletics throughout its history. Committee members were encouraged to contribute to the mural by assisting in the collection of historical photos. The members displayed keen interest and expressed their willingness to actively participate in gathering these photos. Additionally, it was recommended to reach out to schools and organizations for the acquisition of historical images.
  - Justin Swaney informed that staff is working on refreshing archives and digitalizing records at the Perry Museum. The goal is to finalize this project by spring, with the intention of creating additional space for exhibits in the upstairs area in the future.
  - Heather provided updates regarding the Historical Structure Report (HSR). A bid packet was assembled for the comprehensive renovations outlined in the HSR. The initial bid submission did not receive any responses, prompting a temporary closure of the bid process. The bid encompasses diverse renovation aspects at the Perry

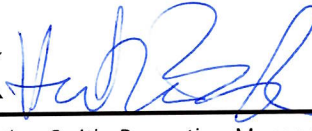
Museum, such as wallpaper, insulation, electrical work, roofing, porches, and woodwork—essentially covering all elements evaluated in the HSR report. Heather emphasized the plan to reopen the bid, potentially in mid-February, aiming to attract bids from interested parties and subsequently seeking approval from the Council.

9. Adjournment

- Motion to adjourn by Susan Thomas, seconded by Sammy Rana. Adjournment at 6:59 pm.

X 

Howard Townsend, Chair  
Museum and Historic Advisory Committee

X 

Heather Smith, Recreation Manager  
Committee Staff Liaison

