



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

Wednesday, May 10, 2024
6:00 pm

A.W. Perry Homestead Museum
1509 N. Perry Road

The following members were in attendance:

Howard Townsend (Chair), Chantelle Prejean, ~~Marisol Mahin~~, Sammy Rana, Jasmine Arambula, Cynthia Hershkowitsch, Isaac Gian, Liz Castaneda.

The following members were absent:

Lisa Stavinoha. Marisol Mahin

The following staff were in attendance:

Heather Smith (City Liaison), Justin Swaney (Recreation Supervisor), Jace Earwood (Recreation Coordinator)

1. Call to Order: 6:03 pm by Howard Townsend.
2. Introductions visitors and new members.
 - There were no visitors present.
3. Review and Approve the Minutes of March 13, 2024.
 - Motion to approve the Minutes of March 13, 2024, by Chantelle Prejean and seconded by Liz Castaneda. All members in favor.
4. Tour A.W. Perry Homestead Museum.
 - Members were given a tour around the A.W. Perry Homestead Museum at the end of the meeting.
5. Discuss Research Intern.
 - Heather Smith proposed hiring an intern to assist with research for the Museum. This intern would help with tasks such as researching information for markers, creating content for the website, and others. The proposal was positively received

by the members, who agreed that an intern would be beneficial. Heather also mentioned that there were already good candidates available from recent interviews to fill the position, making it very likely that someone would be on board by July's meeting.

6. Discuss and Vote on Historic Marker Uniformity.
 - Following previous meetings discussions, Heather presented a proposal emphasizing the need for a standard structure for the markers. The text would be reviewed and approved by the board based on staff recommendations, ensuring all information was cited and historically verified. The recommended marker size was 18x24 inches, the same size as the Boatwright House marker, with a dark oxidized bronze finish and a word count between 300 to 500. The marker would be mounted on a seven-foot post and include the historical designation, date, and city logo. Members decided to officially use the font Times New Roman and change "characters" to "words" for the text limit on the marker. All members were in favor, with the motion made by Isaac Gian and seconded by Liz Castaneda.
7. Discuss and Vote Marker Text for Railroad Crossing.
 - Heather explained that a historical narrative had been compiled several years ago and sent to the City Council, which had approved it after staff carefully reviewed the document to ensure its accuracy and used it to draft the proposed text for the marker. She mentioned that the marker was planned to be placed between the two railroad crossings, near the existing depot marker, but concerns were raised about the safety of this location due to its proximity to the tracks. Because of these safety concerns, the members decided to table the discussion until the next meeting.
8. Discuss and Vote on Boatwright House Marker Addition.
 - Heather shared details about a recent concern regarding the ownership information on the marker, as it didn't recognize all previous owners. Instead of recasting the marker due to cost, staff suggested adding a detailed acrylic plaque on the back, listing all owners and providing additional historical context. After some debate on the best way to present this information, members leaned towards adding it to the city website, recognizing that updating a website would be easier and more comprehensive. This motion was proposed by Liz Castaneda, seconded by Cynthia Hershkowitz, and approved by all members.
9. Present and Vote on Deaccession of Items for the A.W. Perry Museum.
 - Staff discussed managing and deaccessioning items from the A.W. Perry Homestead Museum collection. They decided that items related to Carrollton history would be offered to the library first before considering other options, ensuring that nothing would be discarded without proper notice. The committee agreed on the deaccession process, which included returning the deaccessioned items to the board for final decisions. A motion to approve was given by Sammy and seconded by Jasmine Arambula.
10. Update and Discuss Next Steps from the Historical Marker Subcommittee

- Members updated the group on the ongoing efforts to identify and mark historical sites, particularly the original post office. They were trying to determine its exact location and mentioned having old photos that might help, suggesting placing the marker on the building itself, as has been done with other markers, and noted that building owners have generally been receptive to this. The group agreed to look for the photos and approach the current owner for her approval.

11. Update and Discuss Next Steps from the Online Public Media Subcommittee.

- Members shared their approach to addressing the project in phases, focusing initially on four landmarks: the American Legion, Bank of Carrollton, The Blanton Grain Elevator and the Boatwright House. They discussed collecting detailed information, including historical marker details, descriptions, addresses, and photos, and emphasized updating any outdated information. It was agreed that the data would be compiled and circulated via email for review before the next meeting.

12. Staff Reports and Updates.

- Justin Swaney informed the group that the museum's current intern, John Kutch, was concluding his assignment, and preparations were underway to assume his operational responsibilities. Additionally, they discussed an upcoming transition in June from the local past perfect system to a web-based platform for managing their collection, with the goal of facilitating public access.

13. Adjournment

- Motion to adjourn by Isaac Gian, seconded by Chantelle Prejean. Adjournment by Howard Townsend at 6 :47 pm.

X 

Howard Townsend, Chair
Museum and Historic Advisory Committee

X 

Heather Smith, Recreation Manager
Committee Staff Liaison