

# A&H Commission Meeting

Wednesday,  
February 2, 2011  
5:30 - 7:00 pm

Board Room  
Ester Simplot  
Academy for the  
Performing arts

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## AGENDA

- 5:30    **Call to Order** - D. Hale, chair
- Welcome** - Tom Bennett, Exec. Dir., Boise Philharmonic
- 5:45    **Approve Minutes** of January 5, 2011 commission meeting  
          Executive Committee report, D. Hale
- Director's report - T. Schorzman
- 6:00    **Hot Topics** - History Plan - pdf attached
- 6:20    **Reports**  
          History Committee, E. Chandler  
          Visual Arts Advisory Committee, J. Lloyd  
          Cultural Programs update, A. Fackler
- 6:40    **New Business**, Comments, Announcements, Upcoming Events
- 7:00    **Adjourn**

**Upcoming Meetings:**

Executive Committee meeting: February 22  
Commission meeting: March 2  
Visual Arts Advisory Committee: February 16  
History Committee: February 23

*Terri's cell, 724-6506  
Janelle's cell, 724-6537*



COMMISSION  
MEETING  
MINUTES

January 5, 2011

Foothills Room,  
City Hall

BOISE CITY  
DEPT OF ARTS  
& HISTORY

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MINUTES

**Present:**

Elaine Clegg, Council Liaison  
Eve Chandler, History Comm.  
Suzanne Gore  
David Hale, Chair  
Sandy Harthorn  
Margaret Hepworth, Exec. Comm  
Megan Mizuta, Youth Comm.  
Jody Ochoa  
Pat Riceci, Legal Liaison  
John Sahlberg  
Richard Young  
Stephenson Youngerman

**Absent:**

Jane Lloyd, VAAC

**Staff:**

Terri Schorzman, Director  
Karen Bubb, Public Arts Manager  
Amy Fackler, Cultural Programs  
Manager  
Janelle Wilson, Administration

**Guests:**

Scot Oliver, Capital City  
Development Corporation

**The meeting called to order at 5:33pm by Hale**

**MEETING MINUTES**

**Motion:**

Hepworth moved to approve the December meeting minutes; Youngerman seconded. **Motion carried.**

**EXECUTIVE COMMITTEE- HALE**

- Recommended applicants for the Visual Arts Advisory Committee:  
Steve Christenson  
Elizabeth Wolf  
Gregory Knight  
Holly Funk  
Alternate: Danielle Hurd



**Motion:**

Chandler moves to approve the recommend applicants for the Visual Arts Advisory Committee, Harthorn seconded. **Motion carried.**

- Reminder to commissioners to provide evaluations for City Arts and History Fund events
- Reminder to turn in volunteer hours for 2010

**DIRECTORS REPORT- SCHORZMAN**

- Joshua Olson received the Non-Exempt Employee of the Year 2010
- Internal audit is being completed for the department
- Culture Cafes – Folk & Traditional Artists (in partnership with the Idaho Commission on the Arts) and Youth Perspectives on Historic Preservation

**CAPITAL CITY DEVELOPMENT CORPORATION ACTIVITIES**

**PRESENTATION– SCOT OLIVER**

5 year capital investment plan in three downtown urban renewal districts

For copies of maps and details: [www.ccdco Boise.com](http://www.ccdco Boise.com)

**HOT TOPIC: ARTS & ECONOMIC IMPACT PROSPERITY IV – SCHORZMAN**

- Local cultural organizations have been contacted to notify them of the study. We are required to collect 800 surveys each quarter, no more than 50 per event. We will be seeking volunteers to assist with survey collection. Americans for the Arts will be sending requests for additional information to all organizations in the spring.
- Local Arts Impact Study – 100 communities participating. More details to come on this survey.

**HISTORY COMMITTEE- CHANDLER**

- Posters have been installed in the buses to educate riders about the Interurban Anniversary. Events are being planned for spring/summer.
- Fettuccine Forum planning for 2011-2012 is underway

**VISUAL ARTS ADVISORY COMMITTEE- BUBB**

- Council approved the Percent for Art Ordinance changes. The 10 year anniversary of the ordinance is in March. We will be planning how to celebrate and educate this anniversary and the program.
- VAAC will be considering new public art opportunities for the year. Bubb has been meeting with city departments and primary external partners to prepare documentation of opportunities for review.
- Julia Davis Wind Art proposals will be put on display for public comment next week
- Call for Artists on Contract due February 2, 2011



### **CULTURAL PROGRAMS – FACKLER**

- Professional development workshop series continuing in February
- Annual report FY10 is in development
- A cultural guide is being developed in partnership with CCDC which will serve as a companion brochure to the public art and history brochures
- Re-Art with TrICA at the Library! January 8-9: Interior Design (age 8-12)
- Exploring a performing arts grant program to support performing artists in public venues or at festivals and events

### **NEWS AND ANNOUNCEMENTS**

- Square dancing first Friday of every month at Linen Building
- Story Story Night last Monday of every month at Linen Building
- Boise Art Museum –panel on Critical Messages on art and environmental First Thursday
- Power to Play exhibit at Idaho State Historical Museum
- Opera Idaho fundraiser January 28
- Mayors Arts and History Awards planning is in progress
- Poets Buddy Wakefield at Neurolux January 16, and Seth Walker January 17
- Idaho Dance Theatre January 27-30

**Meeting adjourned at 6:41PM**

**Next meeting February 2, 2011**



2/2/11

January 2011  
Activities Report

Department Director

## MEMO

TO: Mayor Bieter,  
Council President  
Maryanne Jordan,  
Jade Riley  
& Arts & History  
Commissioners

FR: Terri Schorzman  
RE: Monthly Report

## REPORT

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### GENERAL

Budget: We have begun the budget build process - with delivering required documents. Also, I completed and submitted a grant request to the Idaho Humanities Council for the Fettucine Forum and submitted documents to the ICA in support of our current grant. Also, we have been invited to submit a full proposal to the Idaho Women's Charitable Trust for an oral history project for Boise 150.

Personnel/contracts: We have been cranking out the contracts (to follow city procedure) for our upcoming workshop trainers, Fettucine Forum coordinator, and much more. This is a very time-consuming process.

Planning: We are working on the department plan in concert with the budget build.

Other: The audit team continues their review. We will results when completed.

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### INTERNAL/ ADMIN/ COMMUNICATIONS

- Public art staff and I met with the Airport director to help envision and prep for an information kiosk about the public art there.
  - We're working with the Fire Department to proceed on the archival assessment project with TAG and have contracted with Professor McNeel to write the history of the FD (FD transferred funds to us).
  - We're moving ahead with our FY10 annual report; it is being designed and should be ready for review soon.
  - I participated on the team to evaluate and recommend recipients for the Mayor's Neighborhood Reinvestment grants.
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### COLLABRATION/ OUTREACH

- I continued meeting with individual arts/culture organization directors for my annual year-end update with them.
  - We've agreed, per Mayor Bieter's support, to hold the Mayor's Awards at the Old Pen. We met with the staff and have a good plan in place.
  - Brandi and I held an oral history workshop for members of the Junior League who are working on the organization's history.
  - I am working with a group to start a subcommittee of Preservation Idaho - called Modern Idaho - with a focus on mid-20<sup>th</sup> century architecture and design.
  - Amy and I continue to meet with and support the Idaho Korean Association and their effort to hold a significant Korean Day/arts immersion event in October.
  - I attended a reception for the new Morrison Center Director, James Patrick, hosted by President Kustra.
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### PROJECTS

Projects reported in the December 2010 report continue. The *Arts & Prosperity IV* survey began in earnest this month.

### IN THE NEWS

The *Boise Weekly* (January 19 - 25 issue) had a story about our studies:  
<http://www.boiseweekly.com/boise/survey-says/Content?oid=2022079>

### ATTACHMENTS

History Plan  
National Arts Index 1998-2009



## MEMO

TO: Mayor Bieter,  
Council President  
Maryanne Jordan,  
Jade Riley  
& Arts & History  
Commissioners

FR: Karen Bubb  
RE: Monthly Report

### IN PROCESS

**VAAC Meeting:** Four new VAAC members were appointed by the A & H Commission. The full VAAC met January 26<sup>th</sup> to review a public art collections assessment and consider new project opportunities. Twenty-nine opportunities are being considered. The discussion will continue at the next meeting and recommendations will come to A & H Commission in March.

**Artists on Contract:** A Call to Artists has been released to hire up to six artists to be on contract with the City of Boise for projects that are less than \$25,000. Twenty eight people have downloaded the application. Deadline is February 2.

**Parks Projects:** Wind Art/Julia Davis Park: Finalists completed their proposals, which were on view at City Hall and posted to our blog for two weeks to receive public comment. Finalists include: Taradash Studio of Brooklyn, NY, Troy Pillow of Seattle WA, and Landmark Impressions of Boise, ID. The panel will meet in February to select the project to recommend for commission.

**PW Greening of the Grove:** Amber Conger as lead artist and Cody Ruty as support artist in training. Artists are working on design team with Bruce Poe and are creating a program for art on 8<sup>th</sup> Street and design for single artwork as first step in the plan.

**PW Temporary Public Art Projects:** Six projects moving forward.

**Parks Foothills Learning Center:** Reham's contract is fabricating the "Cat's Face Revival," a metal tree sculpture covered in mosaic for Foothills Learning Center. Completion in early Spring.

**Parks Hobble Creek Park:** Amber Conger is in the final fabrication stages of Zephyrus, a sculpture featuring a weather vane that blows in the wind. Completion due in Spring.

**ValleyRide Multi-Modal Center:** Contract completed. Site selection still under review.

#### **CCDC Projects:**

-Linen District Plan draft under review at CCDC.

-Linen District Artwork: \$30,000 is set aside for PA in Linen District. Call released soon.

**Ten Year Anniversary of Percent-For-art Ordinance:** In March 2011 A & H celebrates the ten yr anniversary of the Percent-for-Art program. An ad in the Boise Weekly, a public slide show of selections from the collection, and other festivities are in planning for March.

**Boise Visual Chronicle:** Bubb is working on a loan agreement with Capital City Development Corporation for BVC artworks on display in their offices.

**Contract Staff: Amy Pence Brown:** Amy is working on getting signage installed, assisting with grant writing, presentations, and other duties as assigned.

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### OTHER COMMUNITY ARTS-RELATED STAFF ACTIVITIES

Bubb went to NYC for a week and saw many exhibits and many museums including abstract expressionists and a drawing exhibit at MoMA, Edward Hopper and his contemporaries at the Whitney, contemporary African art at the Museum of Art & Design, Degas drawings at the Morgan Library, photos by Stieglitz, Strand, and Steichen at the Met. Great trip.

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### NEW CALLS

**Transit Shelter Art:** Call for artists for art on new bus shelters was released in January. Funded by CCDC and Valley Ride Regional Transit

**Artists-in-Residence:** New call released for artists

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## MEMO

TO: Mayor Bieter,  
Councilmember Elaine  
Clegg, Jade Riley &  
Arts & History  
Commissioners

FROM: Amy Fackler  
RE: CPC Report

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## REPORT

February 2011  
Cultural Programs

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### SUMMARY

**RE-ART, Arts & Culture at the Depot, Local Arts Index, E-Newsletter, Workshops, Education, Performing Arts, Annual Report**

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### CURRENT PROJECTS/ EVENTS

**RE-ART (Arts for Kids)** – January’s class was “Interior Design” led by Judith Balis (owner of Nest Instinctual Interiors). The classes were at maximum capacity for at least two of the locations. The series continues the second weekend of every month through May 2011. February’s class will be Culinary Arts with April Hale of Open Table Catering.

**Arts & Culture at the Depot** – Schedule available on department website. Still waiting to hear more from City’s Risk Management staff to obtain an agreement that is similar to the volunteer waiver form that Parks & Rec Department recommended we use (that they use for various purposes & was cleared by legal & risk teams in the past). February is pretty booked! (See: [http://artsandhistory.cityofboise.org/PDF/DepotCalendar\\_Feb2011.pdf](http://artsandhistory.cityofboise.org/PDF/DepotCalendar_Feb2011.pdf))

**Local Arts Index** – We have contracted with Nellie Baker to assist in research for this project, which is designed to complement the National Arts Index. We sent out a press release on Monday, January 24, 2011 regarding the project. We are one of 100 participants from communities across the United States to participate; it’s a lot of work, but we’re confident it will yield valuable data that we can share. The research is a data-driven method of making cross-community comparisons (to answer the question, “How do we stack up?”), yet still provide us with the ability to track the local character and uniqueness of Boise & Ada County. It will help to identify local needs and opportunities and areas of strength. The Local Arts Index will provide a “common currency of language” – that both arts and community leaders can use to discuss the value and importance of the arts and culture. The goal is to create a meaningful, in-depth and comprehensive measure that can provide an understanding from year to year of how our community is moving towards our communal aspirations and priorities in regards to arts & culture. The LAI provides us with some tools to examine where we are, and to use that as a springboard for making future plans and using the evidence to track progress.

**E-Newsletter** – Headlines #27 was sent January 24, 2011; the next is scheduled for February 18. If you’re not on our e-newsletter list, let us know! And please encourage others to join the mailing list.

**Workshops** – We are starting a new workshop series that will focus on performing arts, particularly music. The series kicks off on Wednesday, February 23 with Mike Chambers presenting on building a web presence. This presentation will include discussion about the pros and cons of different options (such as website or blog). Most of the series will be held at the Old Pen (once we confirm online access); the March 9 workshop (Basics of Videography & Sound Recording, led by Ron Garnys & Steve Fulton) will be held at the Visual Arts Collective to provide direct access to sound recording equipment.



**Education** – We have put our quest to gather information on arts education for school-age children in Boise on hold for now. Instead we will focus on the Local Arts Index Study, which includes some questions for the two major school districts in Ada County (Boise School District & Meridian School District). We may be able to initiate another more focused assessment at a future date. The emphasis has been and will continue to be on a kind of “reconnaissance” to simply find out what arts and culture programs currently exist in the schools. We would use such information to help in creating our department’s long-term strategies.

**Performing Arts** – The Department of Arts & History introduces the Performing Arts for Cultural & Community Celebrations (PACC) grant program as a pilot initiative to expand opportunities for performing artists in local community-building events and celebrations. Organizers of such events are encouraged to apply for funds to help pay performing artists as well as any other costs associated with incorporating them into an event (such as stage or equipment rentals).

Grant amounts awarded will be between \$500 and \$2500. We are on the fast-track for this program – so I hope to have more to report for the March 2011 board meeting.

This is a small fund -- \$12,000 -- from the Cultural Programs budget. We are attempting to provide opportunities for performers while helping to support those who are already creating events with a sincere effort to create strong community events and celebrations. We hope this helps distribute money for performers and support events throughout Boise, including the downtown area.

**Annual Report** – We have the first draft in process with the print services team. We hope to see the first iteration during the first week of February.

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## **FUTURE PROJECTS/ EVENTS**

**Fall for Boise** -- Working on promotion plan for 2011. I recently met with our graphic designer to start the process for creating the cultural guide (using funds in part from CCDC). The goal is to create a cultural guide that will serve as a companion piece to the public art brochures (history will soon also have its own brochure) that will concurrently be a basis for other Fall for Boise promotions. This will help fill the void from the Fall for Boise brochure calendar that did not get Idaho Tourism Council funding for 2011 (through Fall for Boise partner, DBA). We will continue to re-evaluate other components traditionally associated with Fall for Boise in terms of expense and effectiveness.

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## **NOTE**

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## **ATTACHMENTS**

**Arts & Culture at the Depot-**

[http://artsandhistory.cityofboise.org/PDF/DepotCalendar\\_Feb2011.pdf](http://artsandhistory.cityofboise.org/PDF/DepotCalendar_Feb2011.pdf)





Boise City Department of Arts & History  
*Plan for Guiding Development of the History Division*

JANUARY 2011



BOISE CITY  
DEPT OF ARTS  
& HISTORY

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### History Committee

Terri Schorzman, Department Director  
Jennifer Armstrong  
Mark Baltes, Chair  
Brandi Burns—staff  
Eve Chandler  
Tully Gerlach  
Suzanne Gore  
Melissa Martin  
Jody Ochoa  
Amy Pence-Brown  
Barbara Perry-Bauer  
Jody Romero  
Cathy Sewell  
Nancy Spittle

COVER PHOTO SKIP LEEBURN

A UNIQUE CITY IS DEFINED BY  
THE QUALITY OF ITS ART AND  
THE RICHNESS OF ITS HISTORY.  
EXPERIENCE BOISE.

### Department of Arts & History Vision

The City's arts, culture, and history are integral parts of our everyday experience and a vivid expression of our diversity, depth, and dreams.

### Department of Arts & History Mission

To enhance Boise by providing leadership, advocacy, education, services, and support for arts and history.

### History Division Purpose

The purpose of the History Division is to engage and educate the public about Boise's rich heritage. Its goals are to preserve, promote, document, collect and celebrate Boise's History.



## introduction

Residents and visitors agree that Boise is a special place. Located between mountains and deserts, Boise emerged from its early beginnings in 1863 as a gold rush supply point at the crossroads of the Oregon Trail to become known as “Boise the Beautiful,” home to more than 200,000 people with a variety of economic, cultural, and religious backgrounds.

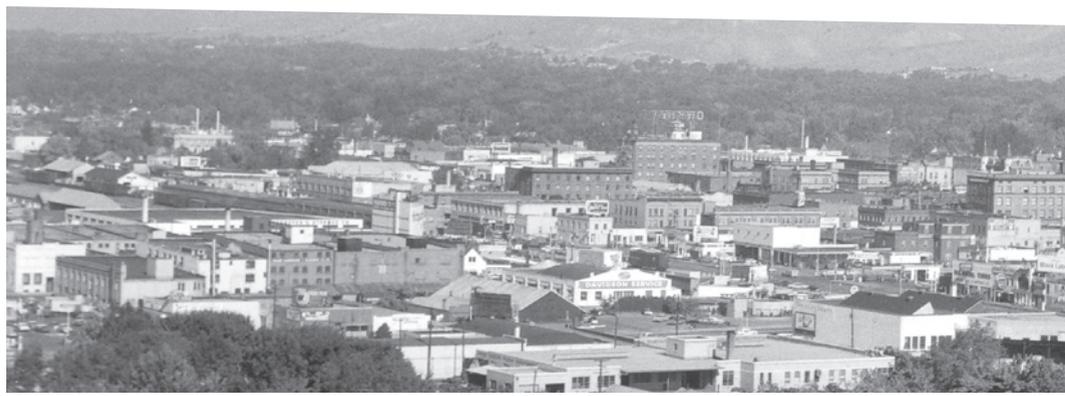
Boise’s story is unique among western communities. As historian Merle Wells noted, Boise’s history is “special rather than conventional.” Geographically remote, Boise’s location shaped its history. Early residents overcame geographical and political obstacles to build a city of distinction. The City built upon this tradition when Mayor Bieter and the Boise City Council established the Department of Arts & History in 2008. Boise is one of few communities nationwide that acknowledges the importance of history by integrating it into city government. City leaders understood that by supporting the connections between Boise’s past, present and future we help develop and sustain our unique and livable community. Validating history as an important component with city government strengthens our unified resolve as a city to “foster an environment where learning, the arts and recreation thrive.”

The following statements from the State of Utah’s history plan illustrate why a history program for the public is of value. These ideas hold true to the City of Boise’s vision for the same:

- History is a stabilizing, energizing, and transformative force for community sustainability.
- The number, diversity, and commitment of partners engaging with history has increased, and includes state and government agencies, businesses, civic, ethnic, arts, academic, and activist communities and more.
- History makes places and lives better through the preservation of buildings, neighborhoods, sites, documents, objects, landscapes, stories, and information.
- Citizens and decision-makers understand the present better by understanding the complexities of the past.
- The multiple stories of history help different groups understand and respect each other.

In 2004 the foundation for the History Division was established when Boise State University Professor Todd Shallat organized the Boise City Historian Office at the request of Mayor Dave Bieter in 2004. Mayor Bieter saw the office as a liaison between Boise State and the City, as a bridge to build service learning and education programs. The office of the City Historian provided “rapid response research reports on policy issues before Boise City Council.” Staff historians inventoried city records, catalogued artifacts, and added to an online archive managed by Boise State.

The Office of the City Historian served an immediate and important need; it also led to an awareness of how beneficial it would be to have the ability to have an organization to serve the history community as the Arts Commission served the arts community. In 2007, in anticipation of the creation of the Department, the office of the City Historian was incorporated into the then-Boise City Arts Commission. Ultimately, the History Committee, a volunteer group, was formed to support, advise and assist the History Division with community-based history programs.



## CREATION OF THE HISTORY DIVISION

*The History Division engages and educates the public about Boise’s rich heritage. Its goals are to preserve, promote, document, collect and celebrate Boise’s History.*

The History Division is one of several major elements of the Department, which also includes Public Art and Cultural Programs. The Division is managed by a cooperative team of Department staff, a BSU graduate student fellow who serves in the role of City Historian, and a dedicated team of community volunteers. These members of the History Committee assist the Department with setting goals and with selecting and implementing projects. The Committee is comprised of professional historians, writers, graphic artists, public relations-marketing professionals, archivists, administrators, and architects who plan and implement work associated with programs such as the Fettuccine Forum and special projects such as Depot Day.

The History Division’s success during its first two years is owed to the commitment of the History Committee and their work with City and community partners. These dedicated committee members have worked tirelessly and selflessly to develop and implement history programs for the Department and have built excellent partnerships – ranging from the staff at the Depot and members of the City’s Historic Preservation Commission, to private businesses, non-profits and government agencies.

The History Division offers new opportunities to connect the city’s past to its future. By implementing history programs and initiatives, the Division helps ensure that Boise’s citizens see themselves and their stories and strives to secure a means to involve individuals and collective histories into the fabric of the community. In addition the History Division links old and new segments of the community and serves as a forum for contemporary issues, such as those related to growth, transportation, refugees, and education.

In anticipation of the Sesquicentennial in 2013 (also known as Boise 150), it is essential to further define and solidify the role of the History Division in City government. The Department—with the strength of the History Division—will lead the city in reflection and retrospection as Boise enters the next one hundred years. In that process, we hope the community will question, imagine, and dream—and explore the values and characteristics that have served us well for 150 years. Ultimately, we anticipate that history will provide guidance for writing our next 100 years.

This plan outlines goals, objectives and funding needs and provides suggestions on funding strategies. It will become the key markers for the History Division to create and sustain programs for the City.

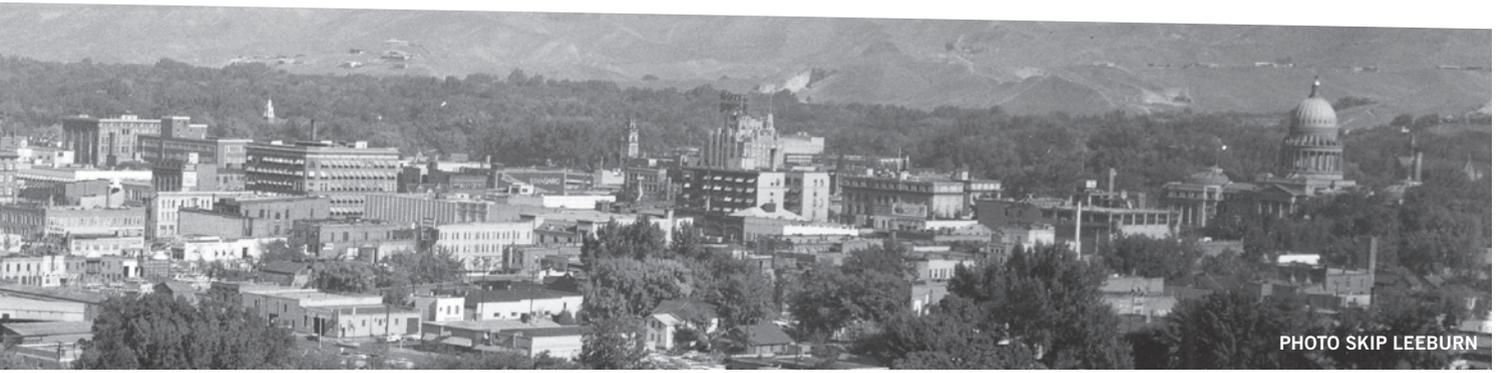


PHOTO SKIP LEEBURN

## PURPOSE OF THE HISTORY DIVISION

*"If you don't know where you are, you don't know who you are." Wendell Berry*

History is a key to understanding how our city developed. It defines our sense of place today and helps us plan for the future. The History Division will incorporate history into city government programs. The social, educational and economic impact of history is dynamic. It is essential in understanding a community and creating a unique sense of place for all residents.

The Division has been working and will continue to work to ensure that it achieves these goals. Since 2008, the History Division has met these goals in several ways, as outlined below.

- **preserve** the place of history in Boise's community through local advocacy and partnership with other organizations.

The Division has partnered with the Idaho State Historical Society, Preservation Idaho, the Historic Preservation Commission and the National Trust for Historic Preservation on several programs including Preservation Week, workshops such as Wood Window Replacements and the Message is the Medium communications seminar, walking tours, lectures, and the Boise Landmark program. The Division brought supporters together to research options to preserve the James Castle art cottage. Through the City Arts & History grants program, the Department has awarded funds to local historians and organizations to further the effort of cultural preservation. This includes funding to document and perform local Mexican corridos, to lead photographic/historic preservation walking tours, to create interpretive signage and brochures about local historical landmarks.

- **promote** Boise's historic and cultural landmarks by encouraging education, outreach, and cultural tourism.

The Division has met this goal through public programs like the Fettuccine Forum, and the Culture Café—an informal gathering where members of the history and humanities community met to discuss issues and concerns. The Division works in conjunction with the Department of Parks and Recreation to host Sundays at the Depot as a public venue for historians, artists and others. The Division has created a series of walking tours available online and partners with Preservation Idaho on Arch Walks to highlight historic Boise neighborhoods. The Department's website and Public Art and History Tours booklet highlights local historical attractions, and preliminary plans are underway for developing a new booklet dedicated to historical resources citywide. Finally, the City was awarded Heritage City status by the Idaho Association of Idaho Cities for its work in documenting, preserving and celebrating Boise history. This is a key component of successful cultural tourism. . Upcoming plans for a community celebration of the 120th anniversary of the Interurban will be an important element for cultural tourism in 2011.

preserve  
promote

- **document** ways to incorporate history in future city projects, programs and policies.

The Division is working with other city departments to document their history. Department interns have recently cataloged a collection of historic artifacts and documents related to a park site with historical buildings and artifacts donated to the City, and are advising the Fire Department on developing a museum, collections policy, and oral history program. The Division is valuable to City projects in many other ways, including for the Economic Development team of the Office of the Mayor, who has requested information on historic properties and the history of the support of arts in Boise for businesses interested in relocating to Boise.

- **collect** the city's history by preserving oral, written, and visual documents and material culture.

In 2008 the Division created guidelines and processes including a draft collections policy, legal releases and donation forms for acquisition of artifacts and oral histories. The Department, with support of IT and Fire, purchased state-of-the-art collections software and participated in a statewide assessment of collections management "best practices." The result of the assessment will be a report for the Department on how to develop a digital archive. The Division has trained volunteers to conduct oral history interviews, has led workshops in training, and has begun a comprehensive oral history project to document the recent past by interviewing former mayors and city council members.

- **celebrate** historic and cultural events, and make it easy for community to appreciate Boise's heritage.

In partnership with the Department of Parks and Recreation, the Division hosted Depot Day, a celebration of Boise's historic train depot. The Division has also provided on-site tours of local sites, hosted lectures, developed walking tour brochures, and supported the creation of other projects in support of public engagement in local history.





## plan for the history division

The following plan is comprised of categories that are essential for a fully functioning organization. Admittedly, the plan takes financial and human resources capacity, but with commitment, and creativity we can ultimately establish a first-class 21st century organization that is a model for city governments nationwide. The following categories of administration, core programs, special projects, and facilities are supported by a plan-objective and budget. A one-page budget summary is at the end of this document.

### I. ADMINISTRATION

GOALS: preserve, promote, document, collect and celebrate

Permanent full-time staff is required to manage and implement the goals of the History Division at a high level of quality, expertise, and consistency. The History Division is currently staffed with a graduate student on a two-year Fellowship, funded by Boise State University's College of Social Sciences and Public Affairs (\$10,000 salary, \$6,000 tuition support). This support was essential in establishing the City Historian in the Mayor's office prior to the creation of the Department of Arts & History, and continues to be an important partnership in developing Department's scope and scale.

It is imperative, however, to fund staff positions that will provide the level of service that is needed to maintain consistency, timeliness, customer service and quality programs. At a minimum, the History Division needs a full-time History Program Manager (parallel with the Public Art Manager and the Cultural Programs Manager) to drive the plans of the future, manage programs, oversee the work of the volunteer committee, design collections strategies and archival programs, and ensure the historical quality of programs supporting the City's Sesquicentennial. As the Sesquicentennial approaches, demands on the History Division will continue to increase and the Department must be prepared to meet the needs of the community.

**OBJECTIVE:** To have a fully funded position by October 1, 2011 FY12

- History Program Manager, full time
- \$65,000.00 (loaded rate)

## II. CORE PROGRAMS

Documentation and public programs are the heart of the History Division. Outlined below are ongoing, short term and special projects. These are aligned with the division's goals as noted above.

### 1) CITY ARCHIVES

GOALS: document, collect

The City of Boise has a records retention schedule and off-site records storage facility that is available to researchers upon request. The facility includes a significant collection of historical documents, photographs, and maps. Currently we do not have an official City Archives or budget dedicated to preserving historically important city records. Although there have been city archivists in the past, the position no longer exists and responsibilities for the remaining archives fall under the responsibilities of records management staff.

The City of Boise's archival records provide important historical evidence of the development of city government since 1863. The official city records are of enduring political, economic, legal, and cultural value. As a rich diverse collection of historical records from various City agencies, their proper care and preservation will assure that future generations of city officials and employees, private citizens and scholars can access information about the contributions of city government towards the growth of the city of Boise over time.

Archival needs for the city *writ large* go beyond official records. As soon as the Department of Arts & History opened its doors, citizens began to call offering donations of personal papers and letters, documents from local businesses, photographs, and artifacts pertinent to the city's history. There is no single location dedicated to the history of the city. The Idaho State Historical Museum has served as the *de facto* museum for Boise for many years. The museum holds collections relevant to the city, has exhibits that focus on early Boise with artifacts from Boise businesses and residents, and recently completed a beautiful exhibition about the history of the City. The State Archives houses some of Boise's historical records—manuscript collections, books, periodicals, maps, microfilm, oral histories, photographs, and motion picture films. But Boise does not have one place that is solely dedicated to preserving city history, and that has the necessary infrastructure, location and staffing to do so. Two agencies have small collections related to Boise history—Boise Public Library and the Idaho State Historical Society. However, the preservation of Boise's history is not the primary goal of either agency.

*Boise City Code Section 1-23-13 Preservation of Permanent Records states: "The City Clerk's Designee shall develop procedures to ensure the permanent preservation of the historically valuable records of the City. The City Clerk's Designee shall provide housing for such records in a municipal facility and in such a manner that the records, unless their use is restricted by law or regulation, are open to the public for research purposes."*

Two options can be explored for the preservation of both types of important records:

- 1.) Revitalize the City Archives under the City Clerk's office to care for the official records of City government, and
- 2.) Establish a Center for Boise History that would be the depository for all records not associated with the government operation. This might also include the concept of a research center for Entrepreneurship and Innovation, where the City collects and maintains the historical records of major local corporations, for an annual fee.

The History Division can assist the City Clerk's office in developing and maintaining an active city archives for the official City records and assist in meeting the City code. The Division can provide guidance in locating qualified and certified consultants to assist the City Clerk with review of the current state of City records and identifying a plan for their storage, preservation, and retrieval system.



Ultimately, the History Division envisions the Center for Boise History which would become the depository for personal and business records, as well as the city museum and research center.

**OBJECTIVE 1:** To support City efforts to revitalize the City Archives with a component for securing historical records and to create a local research center, as a legacy project for Boise’s Sesquicentennial (Boise 150). Facility will be functional by 2013.

- Full-scale planning document for both the City Archives and a research center, in conjunction with the City Clerk’s office: \$25,000 minimum, FY12
- Full time archivist (this position would oversee the City Archives in conjunction with the City Clerk office as well as the Center for Boise History): \$65,000.00 (loaded rate), FY13
- Archives assistant:\$25,000.00, FY13
- Supplies:\$ 5,000.00 FY13 on-going

Grant and other Funding Sources–National Historic Publications and Records Center

**OBJECTIVE 2:** To create the Center for Boise History, archives, museum and research center, to launch in 2013 in conjunction with the Sesquicentennial.

Part time curator;	\$25,000.00, FY13
Part time registrar:	\$18,000.00, FY13
Part time assistant:	\$12,000.00, FY13

## 2) ORAL HISTORY

GOALS: preserve, collect and document

In 2009 the Department started its oral history program to collect and document Boise's recent history and to bring history closer to residents. Due to budget cuts at the Idaho State Historical Society (archives and oral history programs), the Department has the rare opportunity to build upon its current program and become the only oral history program in the state and create a lasting legacy for the people of Boise and the State of Idaho. The documentation and collection of individual stories will help to clarify the collective memory of Boise and its events, as well as help define a sense of place.

The History Division has worked closely with the City's legal office to develop release forms and other official documents. Oral histories will be transcribed and available on the City's website. In addition, the interviews will be fully searchable using a database application. The oral history program is central to fulfilling the division's goals. Staff and volunteers will continue to collect interviews and information through with other departments and community members.



Recent interviews conducted include early flight navigation at the Boise Airport; the history of the Baxter Foundry, a local business founded in the nineteenth century; various impressions of urban renewal; and the reflections of political life with former mayors and city council members.

Long term plans including incorporating site documentation and visual narratives into the collection. This includes exploring the work of local artists in their studios as well as with other local creative enterprises.

**OBJECTIVE:** To enrich the historical record by collecting oral history interviews with residents who have contributed to the City, in art, business, politics, and more. To do so, the following resources are required:

Date October 1, 2011, FY12

- Oral Historian: On contract—\$5,000.00 (approximately 143 hours of work (research, interviews, editing, publishing) at \$35/hour
- Transcriber: On contract—\$2,500.00

## 3) COMMUNITY EDUCATION/ PUBLIC OUTREACH

GOALS: preserve, collect, document, promote, celebrate

**Research:** The History Division conducts research to field public inquiries relating to the history of Boise. Staff, interns and volunteers help pursue all avenues to answer questions. Partnerships and contacts are maintained with other agencies such as the Boise Public Library, Idaho State Historical Society and Preservation Idaho, to provide the public with the most accurate responses. Between the many professional historians, librarians and resources in our city, most questions received are answered and the History Division does its best to respond to all questions within two working days. This is currently handled by a part-time graduate student from Boise State. Since the History Division is not staffed with a full-time employee, we cannot handle the volume of request in a timely manner.

**Education:** The History Division serves as a resource to teachers especially the third grade, which incorporates local Boise history into its curriculum. We are asked several times a year to provide speakers to local schools, retirement homes, and civic organizations and our part-time graduate student does the best s/he can with limited time. We would like to ensure that the History Division work directly with students and other individuals interested in the community's past.

**OBJECTIVE 1:** To provide the City with full time professional staff to answer questions, conduct research, publish articles (print and on-line) pertaining to the history of Boise.

- Research Historian – FTE by FY14—\$53,000 (loaded rate)

**Publications (print and on-line):** The Department of Arts & History supports publications about Boise, such as *Ethnic Landmarks* and *Quintessential Boise*. In addition to supporting manuscripts and book publications, the City publishes brochures on Boise's history. The history division would like to expand support of publications to include monographs written for both scholarly and popular audiences.

Online resources include educational tours and maps, links to museum and historical societies, local history resources and national history resources and organizations.

**OBJECTIVE 2:** To provide more online resources for publications, walking tours, maps, and resources, and to evaluate and print publications for scholarly and general audiences.

Budget: \$5,000.00/year to access/acquire/edit publications, FY12+

Will seek \$5,000.00-\$10,000.00 additional funds through grants and donations

#### 4) CULTURAL TOURISM/ INTERPRETATION

GOALS: preserve, promote, and celebrate

Cultural heritage tourism can be a boon to Boise. According to the Travel Industry Association of American (TIA) since 2000 the cultural heritage movement in the United States has gained recognition and momentum and has become increasingly important as an economic base for many communities. In 2002 TIA and National Geographic Traveler released the *Geotourism Study*, reporting that 55 million Americans are interested in tourism that “sustains or enhances the geographical character of the place being visited—its environment, culture, aesthetics, heritage and the well-being of its residents.”

History and culture provide a key opportunity for travel promoters and planners. Heritage tourism programs can link with other tourism initiatives. The National Trust for Historic Preservation's (NTHP) definition of cultural heritage tourism is “traveling to experience the places and activities that authentically represent the stories and people of the past and present. It includes historic, cultural and natural resources.”

Cultural heritage tourism offer economic benefits. According to the 2003 *The Historic/Cultural Traveler* study by the Travel Industry Association and *Smithsonian Magazine*, 81% (118 million) U.S. adults who traveled in 2002 were considered cultural heritage travelers. These travelers included historical or cultural activities on almost 217 million person-trips last year, up 13 percent from 192 million in 1996. Visitors to historic sites and cultural attractions stay longer and spend more money than other kinds of tourists. Cultural and heritage visitors spend, on average, \$623 per trip compared to \$457 for all U.S. travelers excluding the cost of transportation.<sup>1</sup>

Opportunities abound for promoting cultural tourism in the city. The History Division can interpret historic resources throughout the city and continue to sustain and form partnerships that support cultural heritage districts, promote Boise's unique location and characteristics, develop tour packages that emphasize Boise's cultural diversity—past and present. These may take the form of a heritage/urban trails program, walking tours, cultural districts, folk life festivals and more.

**OBJECTIVE:** Cultural Tourism

Planning document preparation: \$15,000.00, FY2012

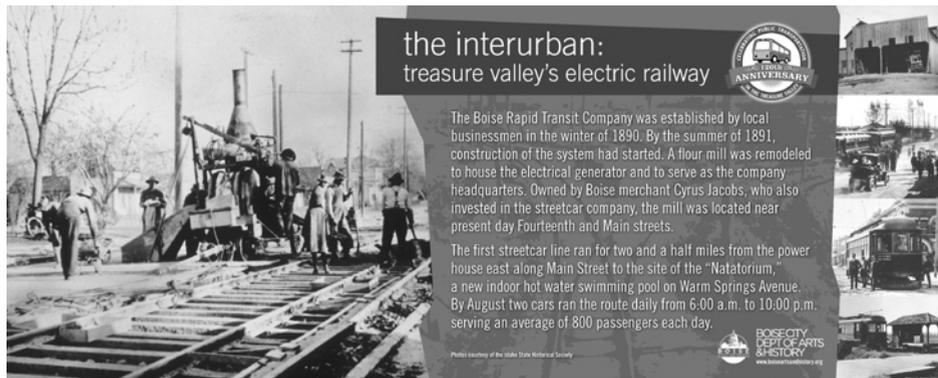
Implement plan: \$10,000.00 each for five years, FY2013-2018

Grant funds, sponsorships, and partnerships will be sought in addition to City's general fund

### III. SPECIAL PROJECTS

GOALS: preserve, promote, document, collect and celebrate

Special projects may take place because of an anniversary celebration, such as the 120th anniversary of the Interurban rail system or the birthday of the Depot. They may also arise when an urgent matter of preserving an important artifact is threatened, such as the cottage of James Castle. The History Committee and department director will decide if and when to take on these special one-time initiatives.



#### 1) SESQUICENTENNIAL

GOALS: preserve, promote, document, collect and celebrate

The 150th anniversary of the founding of the City is in 2013. The event should be marked not just with celebratory activities such as parades, concerts, balloon ascensions and fireworks, but with “lasting legacy” programs as well. The Department of Arts & History can provide essential leadership to make the Sesquicentennial a meaningful celebration. Partnerships with other city departments, schools, private citizens and other interested parties will ensure that the activities are educational, entertaining and provide a lasting legacy for the city. Petaluma, California and Wheaton, Illinois recently celebrated their communities' Sesquicentennial and have organizational, business and marketing templates designed for a historic celebration. Plans for the celebration will need to be on an accelerated schedule to accommodate the two-year period. The proposed timeline will assist with planning.

**OBJECTIVE:** To provide leadership for the Sesquicentennial

- Part-time Coordinator, on contract, to coordinate event management, marketing, sponsorships and grants: \$25,000.00, FY 2011
- Full-time coordinator: \$50,000, FY12 and FY13
- Project funds: \$250,000 total through FY14 [fundraising, sponsorships, and more]



## 2) OTHER SPECIAL PROJECTS AND INITIATIVES TO BE IDENTIFIED

Examples of other special projects undertaken by the History Division include the 120th Anniversary of the Interurban (2011), the facilitation of a special task force to preserve the James Castle art cottage, and the commitment to initiate preserving the streetcar station depot from South Boise (and located in Julia Davis Park).

**OBJECTIVE:** To take a leadership role when special opportunities arise or are otherwise identified.

Budget: \$5,000 per year

## IV. FACILITIES

Goals: preserve, promote, document, collect and celebrate

To develop the Boise Cultural Center, which will also house the Boise History Center archives, where residents and visitors can experience local history, art, and other educational and cultural opportunities. The Boise Cultural Center will enhance public understanding of the role arts and history play in creating a dynamic quality community. It will help people connect with and explore place-based culture. It will become the place to see an exhibit on local culture or the Boise Visual Chronicle art collection, to do research, to attend a workshop, and more. This is a long-term vision for the community.

**OBJECTIVE:** To develop a plan for the Boise Cultural Center.

Date: FY 2012

Budget: \$25,000.00

## Proposed Sesquicentennial/ Boise 150 Timeline:

**November–December 2010:** Brainstorming Phase

**January–June 2011:** Pre-Planning

This phase should include, but is not limited to:

- Outreach and inclusion
- Consideration of potential event ideas
- Identifying organizational issues
- Establish a 150th Celebration Committee

**July 2011–December 2011:**

Design an organizational structure and business plan that will enable the community to implement a program of events and activities in 2013.

Create sub-committees such as:

- Steering committee
- Business & marketing plan, policy, guidelines
- Marketing & public relations
- Newspapers, radio, TV, telecommunications
- Sponsorship, fundraising & finance
- Events & Scheduling—overall coordination of master calendar
- Merchandising of accessories and retail items—logo, T-shirts, books, etc.
- History—historical accuracy and integrity of events
- Education & youth

**January 2012–December 2012:**

- Planning and Development Phase: Establish regular committee meetings and develop programs and community collaborations

**January 2013–December 2013:**

- Mayor and City Council proclaim Sesquicentennial year
- Sesquicentennial year of activities

# FUNDING SOURCES

## 1) Government Support: Federal

Several federal agencies provide grant opportunities. Some grants may require partnerships with other departments, agencies or non-profit groups. Potential sources of funding beyond the general fund are:

- National Historic Publications and Records Commission provides funding for a variety of historical source material including records of state, county, municipal, tribal or other non-Federal units of government. This could be a source for support of the city archives.
- National Endowment for the Humanities NEH is an independent grant-making agency of the United States government dedicated to supporting research, education, preservation, and public programs in the humanities. Grants are competitive.
- National Endowment for the Arts is an independent grant-making agency of the United States government dedicated to supporting research, education, preservation, and public programs in the arts. Grants are competitive

## 2) Government Support: State and Local

- Idaho Humanities Council
- Idaho Heritage Trust
- Idaho State Historical Society Community Grant Program

## 3) Foundation and Non-profit Support

- National Trust Preservation Funds provide two types of assistance to nonprofit organizations and public agencies: 1) matching grants from \$500 to \$5,000 for preservation planning and educational efforts, and 2) intervention funds for preservation emergencies. Matching grant funds may be used to obtain professional expertise in areas such as architecture, archeology, engineering, preservation planning, land-use planning, fund raising, organizational development and law as well as to provide preservation education activities to educate the public.
- Other foundations and corporate support will be identified.

### ***Note on Document Preparation***

In September 2010, the Department of Arts & History commissioned TAG Historical Research and Consulting (TAG) to create a plan that defines the role of the History Division within the Department of Arts and History. In preparation for the task, TAG examined:

- Planning documents for the organization of the Department of Arts & History
- A wish list from the City Historian's office
- Minutes from early history task force minutes during the formation of the Department
- Minutes from the newly formed History Committee and its planning meetings in early 2009
- A survey of archives programs in seven selected cities

TAG also conducted research to locate other communities with comparable programs. Boise is one of few cities which support a history department within city government. For example, Sacramento, California is home to the Center for Sacramento History, a city- and county- funded organization whose mission most closely resembles the Boise City Arts and History Department.

<sup>1</sup>Conducted by volunteer committee member Jody Romero in August 2010.

# History Division - Budget Plan

FY 2011 - FY 2015

	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>	<u>FY 2015</u>
<b>ADMINISTRATION</b>					
History Programs Manager		65,000	66,950	68,959	71,027
<b>CORE PROGRAMS</b>					
<b>1.0 Archives/City Clerk</b>					
1.A Planning		25,000			
Archivist			65,000	66,950	68,959
Assistant			25,000	25,750	26,523
Supplies			5,000	5,000	5,000
1.B Research Center					
P/T Curator			25,000	25,750	26,523
P/T Registrar			18,000	18,540	19,096
Assistant			12,000	12,360	12,731
<b>2.0 Oral History</b>					
Oral Historian/Contract		5,000	5,150	5,305	5,464
Transcription		2,500	2,500	2,500	2,500
<b>3.0 Education/Outreach</b>					
Research Historian				53,000	54,590
Publications		5,000	5,000	5,000	5,000
<b>4.0 Cultural Tourism</b>					
Planning		15,000			
Implementation			10,000	10,000	10,000
<b>SPECIAL PROJECTS</b>					
<b>1.0 Boise 150th</b>					
Planning	25,000				
Coordinator (Contract)		50,000	50,000		
Project		125,000	125,000		
<b>2.0 Other Special Projects</b>		5,000	5,000	5,000	5,000
<b>FACILITY</b>					
Facility Planning		25,000			
<b>YEARLY COST</b>					
One-Time	25,000	240,000	175,000		
Base		82,500	244,600	304,113	312,411
<b>TOTAL COST</b>	<b>25,000</b>	<b>322,500</b>	<b>419,600</b>	<b>304,113</b>	<b>312,411</b>

\*Assumes contract and personnel costs grow 3% annually.

\*Personnel costs are fully loaded (estimate)

<sup>1</sup> Travel Industry Association, *Profile of the Historic/Cultural Traveler*, 2001.