



City of Independence

Agenda

Heritage Museum Advisory Board Meeting
Wednesday, April 9, 2025 @ 5:30 PM
Museum Meeting Room

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1. CALL TO ORDER	
2. ROLL CALL	
3. MINUTES	
3.1. Regular Minutes 03-12-2025	3 - 4
4. VISITORS / PUBLIC COMMENTS	
5. STAFF REPORTS / PRESENTATIONS	
6. UNFINISHED BUSINESS	
6.1. Advisory Board Advocacy Committee Discussion Advisory Board Advocacy and Promotion Committees Report	5
7. NEW BUSINESS	
8. OTHER DISCUSSION / INFORMATION ITEMS	
9. ADJOURNMENT	

MEETING ATTENDANCE INFORMATION

The Heritage Museum Board will hold this meeting in-person at the Heritage Museum, via video conference or by phone.

- The public may attend the meeting by coming to the Museum at 281 S. 2nd St.
- **For Zoom login** visit:
<https://us06web.zoom.us/j/84897859308?pwd=TFybkDcp5Xc8DGHDXj8yD6gZ6WCbVD.1>
- To participate in the meeting **by phone**, dial **US: +1-253-215-8782** and enter **Webinar ID: 848 9785 9308** and **Passcode: 182598**.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 72 hours in advance of the meeting to Myra Russell City Recorder, 503-838-1212/TTY: 800-735-2900.

Heritage Museum Minutes – March 12, 2025

Meeting called to order @ 5:34

ROLL CALL: In attendance: Vickie McCubbin, Joe Martinez, Billy Whisenant., Ken Feters, Marilyn Morton, Amy Christensen

Still in need of 2 members – one applicant – Jasper Smith, please reach out to anyone you may know who is interested in applying

Minutes from January and February meeting

Motion made by: Ken Feters to approve

Second made by: Billy W

Visitors – Public Comments - none

Staff Report –

Amy will be sending digitally. 358 visitors 121 volunteer hours

Two field trips – What Does the Fox Say – and Open house for the exhibit.

3 large senior groups came in, Marilyn hosted. Department presentations given in Feb. Patrick and Amy gave combined presentation for combining the library and museum.

New exhibits – independence historic newspapers – in partnership with Tom Henderson.

Traveling from ORHS Vanport – Society will sponsor a program with a speaker New paid intern, and 1023 entries in catalog – and a WOU intern.

APRIL OMA Conference – behind the scenes tour. Dates: mid April – Behind the scenes tour may need volunteers

UNFINISHED BUSINESS

Committee of Advisory Board-Museum, Library, and Parks

Motion made by Ken Feters and Second by Billy Whisenant that a committee of two be formed to support and advocate for the museum.

Motion approved by all. It would meet with a similar group from the Library Board and potentially from the Parks Board. The document from the Library Board chair explains the committee. Th

Town Hall, Work Session, and City Council Discussion

Patrick and Amy – Information packet –

2C1C will have Patrick and Amy's comments to City Staff in it.

Summary: Capitol funding is easier to get than staff, etc.

The library was built with the idea in mind of 2nd floor and building out @ North entry.

If combination of library and museum – total savings of Friends will be buying new collection. Amy will be cross trained, pop-up displays in smaller scale, civic center. Collection will be housed in the 3rd floor. Some families have reached out wanting to have their items back if the museum goes away.

Ken's concern – what happens for exhibit requests. That amount is still in the budget, it is "supplies, utilities – that would go away."

Maintain our mission – of the museum. In school libraries if possible.

New Business:

Upcoming Town Hall, March 19 – 4:00- 6:30 –

I support the Museum buttons – contact Jim – with Society.

Please attend if possible. – Interactive meeting – buckets in front of community services. Place token in front of

Will these surveys pit them against each other. Most members felt that Citizens already made the decision about the levy – don't keep asking.

Half sheet of paper – feedback information if there is a plan – Producing a result that you want. . .

Other business not on Agenda –

Amy requested that the Board place a temporary moratorium on accepting items for the collection.

Billy made a motion that the Curator/Director not accept any new items for the collection at this time.

Second by Ken – Unanimous approval

Adjourn: - @6:37

Advisory Board Advocacy & Promotion (A&P) Committee

Background – In the past, advisory boards and non-profit support groups for our community services (Library, Museum, and Parks) have largely pursued their advocacy, fund-raising, and public promotion strategies independently. Growing resource-constrained conditions will continually make these independent and isolated efforts more difficult and less effective. Coordinating ideas, strategy, communication, and outreach between all advisory and support groups will enable everyone to do more with less. To achieve these efficiencies, we need mechanisms and forums where these efforts can develop and thrive. Advisory Boards hold the authority to establish committees with limited-scope purposes.

Purpose – The purpose of the Advocacy & Promotion (A&P) Committee is to advocate for the needs of a community service and ensure its continued success by pursuing the following key objectives:

- Raise public awareness of a city service’s importance to a vibrant small-town community.
- Seek public and private sources for funding that include local, state, and national initiatives.
- Establish relationships with policymakers and other key community stakeholders.
- Develop promotion and outreach programs to attract volunteers and key donors.
- Meet with other A&P Committees to develop and coordinate actions together. Share these coordinated plans/actions with their parent Advisory Boards.

Scope – A&P Committees will limit their plans and actions on the key objectives outlined above. Advisory Boards will take their committee’s reports under advisement and approve or disapprove committee proposals in regular public meetings. Advisory Boards must approve any committee commitments or official communication with external stakeholders.

Organization – A&P Committees will consist of no more than 2 members from one Advisory Board. Committee members will be appointed by the Board President with approval from the Board. Committee members will serve for a period of one year or until relieved and replaced from their position by the Advisory Board. A&P Committees will meet at least quarterly together with other A&P Committees from other community service advisory boards. Invitations will be extended to appropriate non-profit support groups (and other key stakeholders) to attend committee meetings as special guests.

Potential First Objectives – The following are two possible efforts for new A&P Committees.

- Develop stakeholder donations and funding sources for a new Independence Public Library annex and additional facility space for the co-located Independence Heritage Museum.
- Explore and develop plans to establish a non-profit support organization for the Independence Parks Department.