



****ATTENTION****

In response to the current pandemic, to promote social distancing, and in compliance with Governor's Proclamation and the recommendation of the Clallam County Health Officer, the Heritage Advisory Board meetings will be virtual only. The Heritage Advisory Board also strongly encourages public comments to be submitted in writing if possible.

This meeting can be viewed on a live stream at this link: <http://www.clallam.net/features/meetings.html>

If you would like to participate in the meeting via Zoom audio only, call 253-215-8782 and use meeting ID: 875 561 7844 and passcode: 12345

If you would like to participate in the meeting via Zoom video conference, visit <https://zoom.us/j/8755617844> and use meeting ID: 875 561 7844 and passcode: 12345

Public comment and questions can be directed to the Clerk at 360-417-2233 or agores@co.clallam.wa.us

CALL TO ORDER/ROLL CALL

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

PUBLIC COMMENT – Please limit comments to three minutes

APPROVAL OF MINUTES

BUSINESS ITEMS

- 1- Public Notice for acceptance of 2020 application for grant Status -
 - a. See attached text
- 2- Status - Guidelines for management of unspent Heritage Grant Funds
- 3- Suggested board activities beyond Heritage Fund Grants in the time of Covid-19
 - a. Visit to historical facilities in place of monthly meetings
 - b. Visit to historic areas. Day long field trip in summer months
 - c. Special projects
 - i. Revisit the Territorial Buildings notebook
 - d. Support for other programs
 - i. Heritage Barn Grants
 - ii. Historic Cemetery Grants
 - iii. Maritime Washington
 1. Maritime Mapper program - [Maritime Mapper \(preservewa.org\)](http://preservewa.org)

ITEMS FOR THE GOOD OF THE ORDER

PUBLIC COMMENT – Please limit comments to three minutes

NEXT MEETING DATE Monday January 3, 2022

ADJOURNMENT

Heritage Advisory Board
Draft Minutes
November 1, 2021



CLALLAM COUNTY HERITAGE ADVISORY BOARD MINUTES of November 1, 2021

MEETING OF THE ADVISORY BOARD (HAB)

Chair Paul Gleeson called the meeting to order at 4:30 p.m., Monday, November 1, 2021. Also present were David Brownell, Roberta Griset, Paula Hunt, Larry Lang, Nancy Messmer, Margaret Owens, and Judith Stipe. Mike Doherty had problems connecting and listened on-line to the proceedings. Chair Gleeson appeared in person to convene the meeting. HAB Members appeared by either video or audio.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

ACTION TAKEN: Messmer moved to approve the November 1, 2021 agenda with the addition of 2022 Heritage funds award timeline discussion, Brownell seconded, motion carried unanimously

APPROVAL OF MINUTES

- October 4, 2021

ACTION TAKEN: Griset moved to approve the October 4, 2021 minutes as presented, Stipe seconded, motion carried unanimously

CORRESPONDENCE – NONE

PUBLIC COMMENT - NONE

BUSINESS ITEMS

1. Guidelines addition for expenditure of funds within a year

The guidelines were approved by the Attorney office and the attorney said that similar language should be in the contract. The attorney office also suggested that language be developed as to how the funds should be repaid if they were not expended. The HAB felt that this was beyond their expertise and moved to refer this issue back to the attorney's office through the clerk. The board also felt that it would be prudent if the Clerk sent the recipients a reminder of due date for completion report or request for extension.

ACTION TAKEN: Brownell moved to send to the Clerk of the Board a request for language for treatment of unexpended funds. Also send a request for a reminder of due date for completion report or request for extension, Messmer seconded, motion carried unanimously

2. Wording of Board recommendations for awarding Heritage Fund grants

The attorney reviewed the wording and found it acceptable and helpful. It was suggested by the board that the wording 'funded at the level of' be change to 'funded at the amount of'. It was felt that this would be a clear statement.

ACTION TAKEN: Brownell moved to accept the wording of Board recommendations for awarding Heritage Fund grants with the change of 'level' to 'amount, Hunt seconded, Motion carried unanimously

3. Timeline for awarding 2022 Heritage Grant Funds

The board reviewed the timeline for actions to award the 2021 Heritage Fund grants and decided to use the same timeline for the 2022 grants. The timeline will be updated to reflect appropriate calendar days for 2022.

ACTION TAKEN: Stipe moved that the timeline for awarding the 2022 Heritage Fund Grants will be similar to the 2021 timeline and forwarded to the Clerk, Lang seconded, motion carried unanimously

CLALLAM COUNTY HERITAGE ADVISORY BOARD
MINUTES of November 1, 2021
Page 2

4. Suggested board activities beyond Heritage Fund Grants – this was not addressed. Two side bar topics were discussed. Neither discussion resulted in an Action Taken

First, a concept of allotting overall fund level based on a percentage of available funds was brought up`. This was not on the agenda and has been addressed for fiscal year 2022. This could be discussed as part of the setting the award amount to 2023.

Second, there was a discussion of how closely recipient are held to their proposal. It was noted that the while the application provided side boards for appropriate actions, the contract provided for latitude in what was done. The wording of the award action item recommendation may provide guidance in what can be done.

NEW BUSINESS

ITEMS FOR THE GOOD OF THE ORDER

1. Genealogical center will sponsor a Zoom talk on Saturday. Roberta G will forward link to board.

ADJOURNMENT

Meeting concluded at 5:35 p.m.

NEXT MEETING: December 6, 2021

Heritage Advisory Board

Draft Grant Notice



Clallam County Heritage Board Accepting applications for grants notice

CLALLAM COUNTY HERITAGE ADVISORY BOARD

The Clallam County Heritage Advisory Board is accepting applications for historic preservation grants.

The grants are for public programming, capital improvements and equipment, collections management and training that support projects' preservation and enhancing county history for residents, visitors and future generations.

An optional application workshop is offered to prospective applicants at 2 p.m., Monday, January 31, 2022 and will be livestreamed on the Clallam County website at: <http://www.clallam.net/features/meetings.html>

To participate via video conference, visit www.zoom.com and join the Heritage Advisory Board Application Workshop, or call 253-215-8782. The meeting ID is 875 561 7844 and passcode is 12345.

In compliance with the Americans with Disabilities Act, reasonable accommodations are available upon request.

Applications may be submitted by a public entity or a nonprofit tax-exempt organization that either operates or owns a museum or similar historical institution promoting local history within the boundaries of Clallam County; entities performing educational, interpretive or similar activities that promote local history within county boundaries; or individuals or entities that own property within Clallam County that is listed on local, state or national registers.

According to state law, these funds are to be used for projects which "promote historical preservation or historical programs, which may include preservation of historic documents."

Grant application will be received at 223 East 4th Street, Room 150, Port Angeles, Washington until 12 p.m. (noon), Wednesday, February 23, 2022.

The sealed applications must be clearly marked on outside of the envelope, "**Heritage Advisory Board Grant Application.**" Address proposal to: Clallam County Heritage Advisory Board – Commissioners Office, 223 East 4th Street, Suite 4, Port Angeles, Washington 98362 or hand-deliver to 223 East 4th Street, Room 150, Port Angeles, Washington. Documents delivered to other offices and received late by the Commissioners' Office will not be considered nor will ones received by facsimile or e-mail. Submittals made in an incorrect format will not be considered.

A complete informational packet on preparing a proposal may be obtained from:

Clallam County Board of Commissioners
223 East Fourth Street, Suite 4
Port Angeles, WA 98362
Phone: 360-417-2233
Email: agores@co.clallam.wa.us

Applications are available at Web: www.clallam.net/bocc/HAB.html

Clallam County hereby notifies all that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined in Title VI of the Civil Rights Act of 1964 at 49 CFR Part 23 will be afforded full opportunity to submit proposals in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

PASSED THIS _____ day of _____ 2022

Heritage Advisory Board

Loni Gores, CMC, Clerk of the Board

Publish: January xx, 2022 – Peninsula Daily News, January xx, 2022 – Forks Forum, January xx, 2022
Sequim Gazette

Bill: Board of Commissioners – Heritage Advisory Board