



AGENDA

CLALLAM COUNTY HERITAGE ADVISORY BOARD

**223 East 4th Street, Room 160
Port Angeles, Washington
October 3, 2022 – 4:30 p.m.**

Heritage Advisory Board meetings will also be available virtually at:

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

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

Public comment and questions can be directed to the Deputy Clerk of the Board at 360-417-2233 or rachel.weed@clallamcountywa.gov

CALL TO ORDER/ROLL CALL

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

PUBLIC COMMENT – Please limit comments to three minutes

APPROVAL OF MINUTES: August 1, 2022

BUSINESS ITEMS

- Sequim Museum 2022 Project Status report. Should this be saved and reviewed with other 2022 project reports?
- 2023 Grant Application and Checklist Review and discussion

ITEMS FOR THE GOOD OF THE ORDER

PUBLIC COMMENT – Please limit comments to three minutes

NEXT MEETING DATE - Monday, November 7, 2022

ADJOURNMENT

Heritage Advisory Board
Draft Minutes August 1, 2022



CLALLAM COUNTY HERITAGE ADVISORY BOARD MINUTES of August 1, 2022

MEETING OF THE HERITAGE ADVISORY BOARD (HAB)

Chair Paul Gleeson called the meeting to order at 4:30 p.m., Monday, August 1, 2022. Also present were Paula Hunt, Roberta Griset, Larry Lang, David Brownell, Judith Stipe, Margaret Owens and Nancy Messmer. Mike Doherty was absent. HAB Members appeared in person and by video.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

ACTION TAKEN: Griset moved to approve as presented, Stipe seconded, motion carried unanimously.

APPROVAL OF MINUTES

- May 2, 2022

ACTION TAKEN: Griset moved to approve the minutes as presented, Lang seconded, motion carried unanimously. (The June meeting was the field trip to the Genealogical Society. There was no meeting in July)

BUSINESS ITEMS

1. Project Status reports were submitted for all four 2022 grants.

- Dungeness Light requested an extension
- NOHC project is complete
- Sequim Museum requested an extension
- Genealogical Society project is complete

ACTION TAKEN: Lang moved accept the NOHC and CCGS projects as complete, and to accept the requested extensions for Dungeness Light and Sequim Museum. Messmer seconded. Carried unanimously

2. 2023 HAB Heritage Funds awards

a. Proposed changes to procedure

- Roberta will present some suggested modifications to the check list at the October meeting
- Margaret restated her comment from a previous meeting that the checklist should be more explicit
- Changes to the Check list will be discussed in the October meeting.

ACTION TAKEN – None.

b. 2023 Heritage Award Funding level

There was support to maintain the funding at the current \$40,000 level. It is a predictable amount and seems to be in balance with the funding requests. At this rate the funds could be awarded at this level for three to four more year before it would be necessary to lower the level of funding.

ACTION TAKEN: Lang moved to allocate \$40,000 for the 2023 grant cycle. Stipe seconded. Motion carried unanimously.

NEXT MEETING DATES: Monday, October 3, 2022 at 4:30 p.m.

ADJOURNMENT

Meeting concluded at 5:35 p.m.

ACTION TAKEN: Hunt moved to adjourn, motion carried unanimously

Heritage Advisory Board
2022 Project Report
Sequim Museum & Arts



Sequim Museum & Arts

544 N Sequim Ave. Sequim WA 98382

RECEIVED
CLALLAM CO. COMMISSIONERS

AUG 15 2022

1...2...3...A...

To: Clallam County Heritage Board

August 10, 2022

Thank you for your effort on our behalf to secure this grant to renovate the old restrooms at our National Historic Dungeness Schoolhouse. Not only does this bring everything ADA compliant but also healthy and clean.

We are grateful to the residents of Clallam County who pay into this fund and support the history of our community.

Respectfully,

Judith Reandeau Stipe
Executive Director
Sequim Museum & Arts
544 N. Sequim Ave.
Sequim, WA 98382



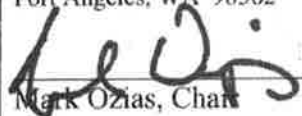
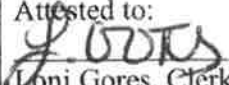
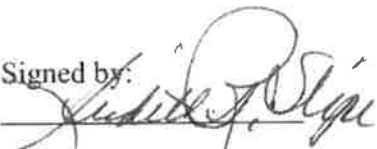
SEQUIM MUSEUM & ARTS



MISSION STATEMENT

The mission of Sequim Museum & Arts is to be the stewards of Sequim's cultural heritage by engaging the public in the preservation, study and interpretations of the collections, and supporting the arts and humanities through inspiring education and exhibition.

GRANT AGREEMENT

COUNTY	RECIPIENT
Clallam County Board of County Commissioners 223 E. 4 th Street, Suite 4 Port Angeles, WA 98362  Mark Ozias, Chair Date <u>5/3/22</u> Attested to:  Loni Gores, Clerk THIS CONTRACT HAS BEEN APPROVED AS TO FORM BY THE CLALLAM COUNTY PROSECUTING ATTORNEY 	Name of organization: <u>Sequim Museum & Arts</u> Address: <u>544 N Sequim Avenue, Sequim, WA 98382</u> Signed by:  Title: <u>Director</u> Printed Name and Date: <u>JUDITH R. STIPE 4-22-22</u>

RECIPIENT is/was a successful applicant for funds available under the Clallam County "Heritage Grant Fund" program, a grant program authorized by the County Commission because of the recording surcharge collected by the Auditor's Office for historical preservation or historical programs pursuant to RCW 36.22.170(1)(a). The RECIPIENT agrees to comply with the terms and conditions listed in BOCC Resolution #41, 2022 as well as all federal and state laws and regulations. COUNTY, in reliance upon the application of RECIPIENT and these assurances, awards RECIPIENT "Heritage Grant Funds" in the amount of \$5,000.

RECIPIENT, in consideration of receiving these grant funds agrees to do the following:

- Use the Grant Funds to develop and operate programs which promote public interest in history, for example, research projects, locating and marking historical sites, providing self-guided tours for such sites, and similar activities AND/OR
- Use the Grant Funds to preserve or inventory objects and items of significance for the history of Clallam County or the north Olympic Peninsula.
- Spend Grant Funds in a manner reasonably consistent with RECIPIENT'S application for such funds, although RECIPIENT is authorized to redirect those funds to accomplish its goal.
- Provide to the Heritage Advisory Board on or before May 1, 2023 a brief written report describing what the grant funds allowed your organization to undertake, complete or conduct that would not have been possible (or would have been less likely to occur) without these grant funds.
- If additional time is needed to expend grant funds, a report should still be submitted by the designated date and an explanation of why more time is needed should be included in the report. Another brief written report should be submitted once grant funds are fully expended.
- If there are unspent funds a report should be submitted as to why there are unspent funds and how it is proposed to spend those funds. Another brief written report should be submitted once grant funds are fully expended.

Mens Room Before & During



Mens Room After



Womens Room before & During



Womens Room After



MATERIALS

Sequim Museum Arts

Heritage Grant Expenses

Date	Check #	Clallam County 2022 Heritage Grant \$5,000	Account	Class	Amount
05/04/2022	18750	2022 Heritage grant: Home Depot - strip	Supplies	Schoolhouse	4.33
05/04/2022	18750	2022 Heritage grant: Home Depot - screws	Supplies	Schoolhouse	19.33
05/04/2022	18750	2022 Heritage grant: Home Depot - hardware	Supplies	Schoolhouse	24.37
05/04/2022	18750	2022 Heritage grant: Home Depot - hardware	Supplies	Schoolhouse	23.97
05/04/2022	18750	2022 Heritage grant: Home Depot - hardware	Supplies	Schoolhouse	59.20
05/04/2022	18750	2022 Heritage grant: Home Depot - wood and laundry tub	Supplies	Schoolhouse	269.01
05/16/2022	18752	2022 Heritage grant: Home Depot - hardware	Maintenance & Repairs	Schoolhouse	34.45
05/16/2022	18752	2022 Heritage grant: Amazon - door latch	Maintenance & Repairs	Schoolhouse	35.39
05/16/2022	18752	2022 Heritage grant: Home Depot - hardware	Maintenance & Repairs	Schoolhouse	46.25
05/16/2022	18752	2022 Heritage grant: Home Depot - wood trim	Maintenance & Repairs	Schoolhouse	46.10
05/16/2022	18752	2022 Heritage grant: Home Depot - lumber	Maintenance & Repairs	Schoolhouse	10.67
05/16/2022	18752	2022 Heritage grant: Costco - gas	Maintenance & Repairs	Schoolhouse	91.82
05/16/2022	18752	2022 Heritage grant: Home Depot - trim material	Maintenance & Repairs	Schoolhouse	46.08
05/16/2022	18752	2022 Heritage grant: Home Depot - wood	Maintenance & Repairs	Schoolhouse	107.02
05/31/2022	18754	2022 Heritage grant: Amazon - door handles	Maintenance & Repairs	Schoolhouse	71.50
05/31/2022	18754	2022 Heritage grant: Home Depot - hardware	Maintenance & Repairs	Schoolhouse	38.38
05/31/2022	18754	2022 Heritage grant: Home Depot - parts kit	Maintenance & Repairs	Schoolhouse	20.02
05/31/2022	18754	2022 Heritage grant: Home Depot - door	Maintenance & Repairs	Schoolhouse	17.14
05/31/2022	18754	2022 Heritage grant: Home Depot - hardware & lumber	Maintenance & Repairs	Schoolhouse	34.15
05/31/2022	18754	2022 Heritage grant: Home Depot - wood material	Maintenance & Repairs	Schoolhouse	48.70
06/08/2022	18759	2022 Heritage grant: Home Depot - wood panel	Maintenance & Repairs	Schoolhouse	24.35
06/08/2022	18759	2022 Heritage grant: Costco - gas	Maintenance & Repairs	Schoolhouse	100.00
06/08/2022	18759	2022 Heritage grant: Home Depot - paint & painting supplies	Maintenance & Repairs	Schoolhouse	250.33
06/17/2022	18762	2022 Heritage grant: Home Depot - paint and supplies	Maintenance & Repairs	Schoolhouse	184.12
06/17/2022	18762	2022 Heritage grant: Walmart - bronz otd	Maintenance & Repairs	Schoolhouse	13.84
07/05/2022	18765	2022 Heritage grant: Home Depot - sink	Maintenance & Repairs	Schoolhouse	157.88
07/18/2022	18770	2022 Heritage grant: multi-fold towels	Supplies	Schoolhouse	43.97
07/18/2022	18770	2022 Heritage grant: Home Depot - sand	Maintenance & Repairs	Schoolhouse	5.75
07/18/2022	18770	2022 Heritage grant: Amazon - grab bars	Maintenance & Repairs	Schoolhouse	152.04
07/23/2022	18772	2022 Heritage grant: Home Depot - paint and supplies	Maintenance & Repairs	Schoolhouse	87.00
07/30/2022	18774	2022 Heritage grant: Home Depot- paint	Maintenance & Repairs	Schoolhouse	35.32
07/30/2022	18774	2022 Heritage grant: Costco - gas	Maintenance & Repairs	Schoolhouse	102.57
07/30/2022	18774	2022 Heritage grant: Home Depot - paint	Maintenance & Repairs	Schoolhouse	44.57
	Material				\$ 2,249.62
	Labor				\$ 3,325.00
TOTAL					\$ 5,574.62

LABOR

Sequim Museum Arts Heritage Grant Expenses

Day	Date	Men	Total Hrs	\$25/hr	Purpose
Fri	29-Apr	2	2	\$ 50.00	Labor-Seal, Cap toilet hole, fill with thin set
Wed	27-Apr	2	6	\$ 150.00	Labor-Mens Bathroom remove 2 walls & 1 Toilet
Thu	28-Apr	2	2	\$ 50.00	Labor-Plumbing
Tue	3-May	2	5	\$ 125.00	Labor-Framing
Tue	3-May	1	1	\$ 25.00	Labor-Removal of laundry sink
Wed	4-May	1	6	\$ 150.00	Labor- Framing- Removing wall
Wed	4-May	1	3	\$ 75.00	Labor-Framing
Thu	5-May	2	4	\$ 100.00	Labor
Fri	6-May	2	5	\$ 125.00	Labor
Tue	10-May	2	4	\$ 100.00	Labor- Trim
Thu	12-May	2	4	\$ 100.00	Labor- Trim
Fri	13-May	1	2	\$ 50.00	Labor-Trim
Sat	14-May	1	2	\$ 50.00	Labor-Trim
Tue	17-May	1	1	\$ 25.00	Labor-Install Mirrors
Wed	25-May	2	8	\$ 200.00	Labor- Remove old panels. Start framework
Thu	26-May	2	8	\$ 200.00	Labor-Hang. Install framework
Fri	27-May	2	8	\$ 200.00	Labor- Completed framework
Sun	5-Jun	2	2	\$ 50.00	Labor- Trim
Mon	6-Jun	2	8	\$ 200.00	Labor- Painting Ladies rm
Wed	8-Jun	2	8	\$ 200.00	Labor- Painting Mens Rm
Thu	9-Jun	1	4	\$ 100.00	Labor- Painting Ladies rm
Fri	9-Jun	1	2	\$ 50.00	Labor- Painting Mens Rm
Sat	11-Jun	1	1	\$ 25.00	Labor- Install door handles 3 ea.
Tue	5-Jul	1	1	\$ 25.00	Labor- Delivery of sink
Mon	11-Jul	2	8	\$ 200.00	Labor- Install Sink & Grab bars Men & Women rooms
Wed	20-Jul	2	8	\$ 200.00	Labor- Ceiling painting
Thu	21-Jul	2	4	\$ 100.00	Labor- Ceiling painting 2nd coat
Fri	22-Jul	2	2	\$ 50.00	Labor- Paint Trim
Sat	23-Jul	2	2	\$ 50.00	Labor- Trim painting
Mon	25-Jul	2	4	\$ 100.00	Labor- Womens room ceiling & walls painted
Wed	27-Jul	2	4	\$ 100.00	Labor- Floor paint 1 coat
Thu	28-Jul	2	4	\$ 100.00	Labor- Floor paint 2nd coat
Labor			133	\$ 3,325.00	
Material				\$ 2,249.62	
TOTAL				\$ 5,574.62	