

HOOD COUNTY HISTORICAL COMMISSION  
Minutes from the September 11, 2008 Meeting

The Hood County Historical Commission met on Thursday September 11, 2008, at 5:00 PM in the 2<sup>nd</sup> floor Courtroom at the Hood County Courthouse, 100 E. Pearl Street, Granbury, TX 76048.

**Call to Order.**

The meeting was called to order at approximately 5:02 PM by Vice Chair/acting Chair Karen Nace.

Present at the Meeting were HCHC members:

Jane Craddock  
Karen Nace  
Michael Carmichael  
Marcey Carter-Lovick  
Janice Horak  
Christy Massey  
Mary Sutton

Also attending the meeting:

Hood County Judge Andy Rash  
Hood County Commissioner Dick Roan  
Erath County Historical Commission Chair Cathey Hartmann

**1. Minutes**

The minutes from the July 10<sup>th</sup>, 2008, Meeting were attached to copies of today's agenda and backup documents. Michael Carmichael **made the motion** to receive the minutes as presented by Secretary Mary Sutton. Christy Massey 2<sup>nd</sup> the motion.

**Motion passed.**

**2. Treasurers Report**

Michael Carmichael announced no change from the previous month. The report was acknowledged with no motion necessary.

Kathy Hartman noted that Erath County's Historical Commission received no money from the county budget. On the topic of donations to county historic commissions by nongovernmental groups, it was observed that such donations in Hood county were deposited with the County Treasurer, and were preserved as HCHC funds separate from other county budget money.

Commissioner Roan inquired if there was a way for the HCHC board to request carrying forward unspent funds from the current county budget into next year. Karen Nace observed that the Hood County Library might deal with similar issues, but in general other county departments do not have the option to carry forward unspent money. Commissioner Roan observed that because the HCHC was comprised of unpaid volunteers, that the nature of the group might open the possibility in the future budgets to carry forward unused funds. This could possibly be an item for discussion on a future Commissioners Court Agenda.

**Announcements**

**Acton Cemetery Event**

**November 1, 2008, 9:30 AM Registration. Acton Episcopal Church**

Karen Nace reported that the Texas Historical Commission agrees that the event should be opened first to the local Hood County Cemetery preservation groups. The HCHC will proceed with phone calls and letters, setting an October 1 deadline for local groups to respond. The \$20 registration fee for the event will remain HCHC

money. The Episcopal Church, where the event will be held, should submit a bill to the HCHC for the use of their facilities, and this in turn will be paid out of the registration monies, as will the meals provided to the participants. The church will be asking approximately \$100 for the use of their facilities. During this event, members of the HCHC will be staffing the registration table, and will be responsible for the purchase, pickup and distribution of the box lunches required for the event. The HCHC is a cosponsor of the event. Marcy Carter-Lovick requested to be involved with the promotion of the event.

### **Marker Applications**

The applications are currently online at the Texas Historical Commission website from October 2008 – January 2009.

**Report by Michael Carmichael** on today's Special called Commissioner's Court meeting with representatives from the Texas Historical Commission (THC), ArchiTexas, and HDR Architects regarding the interior renovation of the Hood County Courthouse:

- Susan Gammage of the THC will act as interface between the county and the THC, and will endeavor to meet with Hood County officials one day each month during the course of the restoration.
- Difference of opinion regarding the existence of a downstairs courtroom would not hinder the completion, or impact the cost, of the project. Office space on the 1<sup>st</sup> floor would remain available in any case.
- Extending elevator service to the 3<sup>rd</sup> floor of the Courthouse is an option and not a requirement tied to the completion of the project
- Regarding the courthouse clock, it was recognized that the clock is presently in working order but naturally requires continued maintenance to function accurately, and that employees working with the clock needed training to properly maintain and calibrate the clock mechanism.
- The exterior trim and paint color of the clock tower will be corrected in the course of the restoration.
- Third floor space requirements for air-conditioning equipment would still leave room for offices.
- Geothermal heating system would use lawn and parking lot areas adjacent to the courthouse. Windows would have clear UV filter applied. Wooden shutters would return to the windows. The cost of addressing the acoustic needs of the 2<sup>nd</sup> floor courtroom was built into the existing budget, as was security and sprinkler systems.

Commissioner Roan made note that no one was opposed to the renovation project. An understanding that the county must have 50% of the control of the project had to be agreed upon by all parties involved in the undertaking. The outcome of the meeting was positive for the completion of the project.

Hazardous material removal should begin in October, and bids would start in January of 2009.

It was agreed that it would be appropriate to have a representative from the HCHC involved with the restoration project. Michael Carmichael was named as a good candidate. The selection of the representative would be placed on the October agenda of the HCHC.

### **Old Business**

1. There was no old business.

### **New Business**

Karen Nace suggested a motion to suspend strict adherence to Robert's Rules of Order to expedite discussion of a subject. No formal motion was made at this time, but it was agreed to give the suggestion a trial for the remainder of the year.

1. Accept resignations and take appropriate action. Partlows.  
Janice Horak **made the motion** to accept the tendered resignations of Dawn and Jerry Partlow. Christy Massey 2<sup>nd</sup> the motion with regret. **Motion passed.**
2. Consider changes to HCHC Bylaws (Revision 2) to incorporate operational changes in the Commission activities and responsibilities and take appropriate action. Michael Carmichael.

Marcy Carter-Lovick **made the motion to approve the bylaws as presented**, noting that this constituted the **2 year review** of the bylaws and **further that these bylaws be presented to the Commissioners Court for final approval**. Christy Massey 2<sup>nd</sup> the motion. **Motion passed**.

3. Confirmation/update of committee interests/assignments.

Shirley Magness has requested to resign from the board. Janice Horak requested placement as chair or the History Appreciation Committee. Laurel Pirkle was tentatively named chair of Endangered Properties Committee. Commissioner Roan reported that he had not heard back from Melissa Charbonnet regarding the Fundraising committee position, noting that her schedule is extremely busy and that she is frequently out of town. This position will be on hold for now.

Karen Nace requested that HCHC members endeavor to write articles for publication in local magazines and newspapers (350 words or so in length). Marcy Carter-Lovick offered to interview and write articles for members who would be hesitant to write for publication. Marcy will start a calendar for publications, Janice Horak volunteered to take December.

4. Request Committee chairs determination of funds required to support their efforts in the 2008-2009 fiscal year. Michael Carmichael.

Karen Nace anticipated that funding for at least two markers would be needed in the coming year.

5. Report and take action on future meeting location and meeting times during courthouse renovation. Karen Nace.

Michael Carmichael **made the motion to meet the 2<sup>nd</sup> Thursday at 6 PM** at the Depot. Christy Massey 2<sup>nd</sup> the motion. **Motion passed**. The next meeting will be October 9, 2008.

6. Discuss contacting TAC/CIRA to determine if they would support a list serve for county historical commissions and help us notify other counties and take appropriate action. Karen Nace.

Marcy Carter-Lovick **made the motion** authorize Karen Nace to contact TAC/CIRA regarding creating a list serve for historical commissions. Janice Horak 2<sup>nd</sup> the motion. **Motion Passed**.

7. Appoint members to a Nominating Committee for HCHC officers for 2009 and 2010 and determine if current members wish to stay on the commission.

It was agreed that members present at today's meeting agree to continue as members of the HCHC in the upcoming year. Karen Nace noted that the HCHC needed two more members. Commissioner Roan noted that the HCHC would need to submit documents to satisfy the Records Management requirements of the State of Texas. It was agreed to address this at the next meeting.

Michael Carmichael nominated Christy Massey as a member of the nominating committee.

Christy Massey nominated Marcy Carter-Lovick as a member of the nominating committee.

Karen Nace asked Janice Horak to be a member of the nominating committee.

Nominations have to be presented to the Commissioners Court in December. A list of names would be needed at the November meeting of the HCHC. The positions to fill are listed in section 4 of the bylaws.

Karen Nace requested that members please RSVP any email notices. Due to county email service irregularities it is important to confirm if notices sent out have been received.

Meeting adjourned at 6:18 PM