

City of Farmington
HISTORICAL COMMISSION

REGULAR MEETING AGENDA

Thursday, April 28, 2011
7:30 PM

- A) Call to order Myers
- B) Roll call Myers
- C) Approval of agenda Myers
- D) Approval of minutes – regular meeting of March 24, 2011
- E) Financial report Pastue
- 1) Resolution to Consolidate Trust and Agency Accounts (attached)
- F) Old Business Pastue
- 1) Friends of the Governor Warner Mansion non-profit
- 2) Work completed by intern toward survey of historic district properties
- G) New Business Pastue/Myers
- 1) Replacement of historic sign in front of Masonic Hall
- 2) Process for replacing city entry signs, building signs, historic district signs, and way finding signs
- 3) Assistance with identifying and taking pictures of all historic markers within the City to be placed on the City's website.
- 4) Preparing a residential survey of the District to be submitted with the DDA request for amendment to the National Historic District designation granted 1976.
- H) Warner Mansion activities Bernath
- I) Correspondence and communications
- J) Public comment
- K) Adjournment

A RESOLUTION OF THE FARMINGTON CITY COUNCIL CONSOLIDATING TRUST AND AGENCY ACCOUNTS ASSOCIATED WITH THE GOVERNOR WARNER MANSION INTO TWO ACCOUNTS TO ACHIEVE A MORE EFFICIENT AND COMPREHENSIVE MANAGEMENT OF THE ACTIVITIES AND MAINTENANCE OF THE PROPERTY.

WHEREAS, over the years, a number of trust and agency line items have been established dealing with the Governor Warner Museum and with the grounds; and

WHEREAS, the trust and agency line items include the following with their balances as of February 28, 2011 which represent both capital and operating uses;

Donations, Historic Museum	\$ 9,252.91
Historic Memorial Garden Fund	\$ 2,217.02
Friends of Mansion	\$ 5,351.52
Museum Gazebo Maintenance	\$ 20,869.77
Mansion Events	\$ 6,419.16
Museum Gift Shop	\$ 8,259.25
Mansion Development, Dedicated	\$ 11,520.48

WHEREAS, there are a few active accounts that monitor the purchase and sale of items from the Governor Warner Museum such as afghans, books, buttons and pins, and other artifacts; and

WHEREAS, another account records the rental of gazebo and grounds for weddings; and

WHEREAS, other accounts record general donations made to the Museum and Mansion; and

WHEREAS, many of the accounts have little activity other than posting investment earnings on a monthly basis; and

WHEREAS, City Administration does not have a good description for the intended uses of the proceeds within these accounts other than the line item description; and

WHEREAS, City Administration does not feel there is any legally binding reason to keep numerous separate accounts; and

WHEREAS, City Administration recognizes that these funds are utilized for both capital improvement purposes and for on-going programs; and

WHEREAS, the Farmington Historical Commission has taken an active roll monitoring the activity at the Governor Warner Museum and grounds and maintenance of the property; and

WHEREAS, the Farmington Historical Commission is recommending that the trust and agency accounts associated with the Governor Warner property be consolidated into two accounts in order to provide a more efficient and comprehensive oversight of the activity and maintenance taking place on the Governor Warner property.

NOW, THEREFORE BE IT RESOLVED that the Farmington City Council hereby directs the City Treasurer to consolidate all of the trust and agency accounts associated with the Governor Warner Museum and Mansion into two accounts.

BE IT FURTHER RESOLVED that the Treasurer establishes a *Warner Museum, Programs* Account with an opening balance of \$10,000. The purpose of this account will be to accept grants, donations, sales, and other proceeds for the purpose of providing on-going programs at the Governor Warner Museum.

BE IT FURTHER RESOLVED that the Treasurer will establish a new trust and agency account which will be titled, *Warner Mansion, Capital Fund*. The opening balance will be the total of the consolidated funds less the opening balance for the *Warner Museum, Programs* account. The purpose of this account will be to accept donations, grants, or other proceeds that will be directed toward capital improvements and capital maintenance of the grounds and facilities.

BE IT FURTHER RESOLVED that City Administration, working in conjunction with the Historical Commission, will establish policies and procedures for the purchase of items and disbursement of funds from these two accounts.