



MINUTES

HISTORICAL RECORDS COMMISSION

GLENN COUNTY, CALIFORNIA

Thursday, September 20, 2007



1. **Convene**

Chairman Keith Hansen convened the meeting at 1:15 p.m., with the following members present - Joanne Overton; Sandy Soeth, Doris Cooper and Chairman Keith Hansen.

2. **Preservation of the Board of Supervisors Minutes Books**

Sandy advised that she spoke with Vince, and he suggested using BMI for the scanning services of the Board's Minutes Books. She stated that she spoke with BMI, and they requested the number of books, number of pages, if bound, and once received they will provide a quote. Discussion was held on how they would be transported, whereby Sandy stated that the company will pick them up, however, she will question by what avenue (secure vehicle) for safety purposes. Sandy stated that Vince may be able to contribute from the Recorder's trust fund, and would report more next meeting.

3. **Referred action of the Board of Supervisors, Minute Order 7 of September 4, 2007, relating to the placement of a bench in commemoration of Charles H. "Jack" Frost, and develop a process for future requests to commemorate individuals, for appropriate items and their placement.**

Sandy stated that this matter was referred from the Board and Keith stated that it was approved, however, it didn't necessarily need to be a bench. Sandy advised that she had spoken with Rotarian Susan Meeker, and advised that the Frost family noticed the old bell in front of the Courthouse and wanted a bench or plaque placed (also at the Courthouse) in memory of Jack Frost. Joanne stated that the old bell was placed in front of the Courthouse, and funded through the Spurlock family in memory of two family members, however, it looks as if the Spurlock family donated the bell and that is not the case. She suggested that the Commission place an additional plate on the bell identifying it as the "Glenn Bell", which was a dinner bell that came from the Glenn Ranch.

Doris and Sandy advised that they attended the Facilities Committee meeting on Tuesday, September 18th, and this matter was discussed by them and it was suggested that the HRC hold discussion and bring recommendations back to the Facilities Committee meeting next month. Sandy stated that the HRC needed to come up with a process for future requests, and develop criteria for filling the requests. Further discussion was held regarding the request from Rotary for a bench for Jack Frost, possibly being placed on the intermediate landing of the Courthouse staircase. Doris stated that Sandy would check with other counties to see what type of procedures they may have in place. Sandy advised that the Board has already approved the request, however, the Board wants the procedure to be developed by the HRC and Facilities, whereby discussion was held on possible criteria, such as if the individual had years of county service. Sandy also stated that this project may be a way to preserve Glenn County history by way of donations.

Doris stated that she and Sandy had previously discussed having a case on the second floor of the Memorial Hall, where a plaque or plate could be placed in memory/recognition of an individual who made a donation to preserve county history, and doesn't necessarily need to be from a person who gave county service. Doris also gave an example of an individual who may have donated a certain amount and the HRC may choose to preserve a specific item/document, that individual would then be recognized by placing a plate on that item. Example of wording could be "Restored by..." or "Contributor helped to restore...". Sandy stated that the requester could maybe have a choice of

donating a certain amount of money and being recognized with a plate which would be placed in a glass showcase or they could choose to restore a specific item, such as the framing of an important document/map, ect. All members agreed that requesters should have a choice, which led the members to discuss contribution levels, which would be stated on the plate, in the following ranges: \$500 - \$1,000; \$1,001 - \$2,500; \$2,501 - \$5,000; \$5,001 - \$10,000; and \$10,001 or above. Doris and Sandy stated that they would work on giving each level a sponsor name, such as: gold, silver, platinum, associate, ect. Further discussion was held, and it was decided that those that make a donation, that the plate should also identify the series of records that were preserved/scanned, ect., unless it was a physical item, then the plate would be placed on that item. Doris suggested plate language such as: "Restoration of these records was made possible by the contributions made in memory of (individual)", with series of records listed.

Sandy stated that she would check with Dan Obermeyer from Planning and Tina Burkhart from the Courts if a bench would be allowable on the intermediate landing of the staircase. In addition, she will check with Rotary the dollar amount to be used towards commemoration of Jack Frost, and if they intend on purchasing the bench or possibly a glass showcase for the beginning of this project.

Sandy states that this concept of having donations can really help towards needed preservation, whereby, members decided to title this project the "Preservation of Glenn County History", which could be placed on a plaque on the glass showcase.

4. **Consider applications and make recommendation to fill vacancy of former member Marilyn Rehse**
Sandy advised that there have been no applications received. Doris stated that she has asked an Orland resident, and has not heard back from her yet. Sandy advised that it will be placed on the next agenda if applications have been received. Sandy stated that Vince Minto suggested contacting the Willows and Orland Libraries to see if there's interest.
5. **Unscheduled Matters** - None
6. **Public comment** - None
7. **Discuss future meetings/work day schedule(s)** – Next meeting to be held October 25, 2007 at 1:00 p.m. in the Board's Conference Room.
8. **Adjournment** - The meeting was adjourned at 2:00 p.m.

Members:

Vince Minto, Keith Hansen, Joanne Overton, Sandy Soeth, Susie Alves, Doris Cooper.