



450 S. Parish Avenue
Johnstown, CO 80534
970.587.4664
JohnstownCO.gov

TOWN COUNCIL WORK SESSION

450 S. Parish, Johnstown, CO
Monday, July 29, 2024 at 6:00 PM

MISSION STATEMENT: Enhancing the quality of life of our residents, businesses, and visitors through community focused leadership.

AGENDA

CALL TO ORDER

AGENDA ITEMS

1. [Johnstown Historical Society](#)

ADJOURN

AMERICANS WITH DISABILITIES ACT NOTICE

In accordance with the Americans with Disabilities Act and other applicable laws, persons who need accommodation in order to attend or participate in this meeting should contact Town Hall at 970-587-4664 no later than 48 hours before the meeting in order to request such assistance.

De conformidad con la Ley de Discapacitados Estadounidenses y otras leyes vigentes, los individuos que necesitan adaptaciones funcionales para asistir o participar en esta reunión deberán comunicarse con la Municipalidad marcando el 970 587- 4664 a lo más tardar 48 horas antes de dicha reunión para solicitarla.



TOWN COUNCIL WORK SESSION COMMUNICATION

AGENDA DATE: July 29, 2024

SUBJECT: Johnstown Historical Society MOU

ATTACHMENTS:

1. Draft MOU from JHS
2. Draft MOU from Town
3. 2025 Financial request
4. 2024 Financial Summary
5. Progress Report
6. Grant Report

PRESENTED BY: Mitzi McCoy, Deputy Town Manager
Matt LeCerf, Town Manager

WORK SESSION ITEM DESCRIPTION:

The purpose for this work session is to discuss topics related to the Johnstown Historical Society (JHS) which includes, but are not limited to the following items:

- Formalizing the relationship between the Town and the JHS with a Memorandum of Understanding
- Financial request for the 2025 budget
- Current operations

Background

The Town owns the Historic Parish House and Museum located at 701 Charlotte St., and partners with the JHS to operate it. The JHS is a 501(c)(3) nonprofit organization, legally distinct and separate from the Town.

The relationship between the Town and JHS has generally been supportive and collaborative. In 2020, JHS began submitting budget requests to the Town and requested that one of their volunteers be made a part-time employee so they could be compensated for their contributions. Consequently, beginning in 2020, the Town started providing regular subsidies to the JHS and began paying wages and burden for this position.

The financial contributions from the Town to the JHS beginning in 2020 are as follows:

Year	Direct Contributions	Employee Support	Total
2020	\$6,328	\$8,612	\$14,940
2021	\$6,186	\$22,692	\$28,878
2022	\$14,735	\$39,605	\$54,340
2023	\$64,588	\$23,191	\$87,779
2024 (YTD)*	\$73,103	\$18,839	\$91,942

* FY2024 Approved Total: ~\$115,000

Over time, the relationship and requests have evolved, and the lines between the entities have greyed prompting several discussions between Town Staff, the Museum Director, and JHS Board members.

On April 26, 2024, Town staff met with Clair Hull, the president of the JHS, to review our current arrangement with the JHS, both in relation to the Parish House and in relation to the Museum Director. Key issues discussed included the need for a clearer distinction between the responsibilities of the Town and JHS to avoid potential legal liabilities. The current structure has created confusion regarding the house itself and inadvertently suggests joint employment, which could lead to legal complications for both entities.

To address these concerns, we explored the possibility of establishing a formal agreement between the Town and the JHS. This agreement would clearly define the duties and responsibilities of the Town regarding the Parish house and those of JHS as the operator of the museum and employer of the Museum Director. Additionally, there was discussion about structuring financial support from the Town to enhance the JHS's operational independence and mitigate joint employment concerns.

Attached for your review are two draft MOU's. One was prepared by the JHS, prior to our meeting in April, and the other has been prepared by Town Staff and closely mirrors the agreement that the Town has with Senior Center Board which is also a 501(c)(3).

Some of the elements that still need to be considered and incorporated into the agreement include the following:

- One of the goals and objectives recently identified by Council is a desire to see the Parish House open and available for additional visitors, during the weekend. This will

undoubtedly need to be incorporated in the MOU to ensure both accountability, defined metrics, and understand the operational needs.

- Acknowledgement that the Town has no obligation for IRS Tax Reporting required and obligated onto the JHS 501(c)(3) and will not complete such reporting requirements to the IRS.
- Annual reporting requirements and financial positions of the JHS on an annual basis.

Notwithstanding grant opportunities, establish a fixed annual budget for the Historic Society. It is Staff's request that we work with the JHS Chairperson and Chad Young as the JHS liaison to finalize the MOU prior to the document being considered for execution.

Additional attachments include the 2025 financial support request that was submitted by the JHS, the 2024 financial summary report, a Progress Report prepared by the Museum Director, and a report that details past grant history and property improvements.

Reviewed and Approved for Presentation,



Town Manager

DRAFT MEMORANDUM OF UNDERSTANDING (MOU)**BETWEEN:**

Town of Johnstown
[Address]
[City, State, ZIP]
[Website]
[Email]
[Phone]

AND:

Johnstown Historical Society
[Address]
[City, State, ZIP]
[Website]
[Email]
[Phone]

PURPOSE:

This Memorandum of Understanding (MOU) outlines the terms and conditions of the partnership between the Town of Johnstown (referred to as "Town") and the Johnstown Historical Society (referred to as "Historical Society"), collectively referred to as the "Parties," for the purpose of collaborative efforts to preserve and promote the historical heritage of Johnstown, and specifically the Historic Parish House and Museum.

BACKGROUND:

The Historical Society is a registered non-profit organization dedicated to researching, preserving, and promoting the historical and cultural heritage of the Johnstown community. The Historical Society oversees the Historic Parish House and Museum – which is on the National Register of Historic Places. The Town of Johnstown is committed to supporting initiatives that enhance public awareness and appreciation of its historical significance.

TERMS OF COLLABORATION:

1. **Collaborative Activities:** The Parties agree to collaborate on the following activities:
 - a. Organizing joint historical exhibitions, events, workshops, and seminars that showcase the history of Johnstown.
 - b. Conducting research projects, interviews, and documentation of historical sites, artifacts, and personal narratives associated with the town's history.
 - c. Coordinating efforts to restore, maintain, and interpret historical landmarks and sites of cultural and historical significance.
 - d. Developing and delivering educational programs for schools, community groups, and the general public to raise awareness and understanding of Johnstown's history.
2. **Resource Sharing:** The Historical Society will provide historical research expertise, curatorial assistance, and access to its archives and collections. The Town will provide logistical support, venues for events, and access to relevant municipal records.

3. **Funding and Financial Arrangements:** The Parties will collaborate to secure funding for joint projects through grant applications, fundraising campaigns, and other means as agreed upon. Financial responsibilities and allocations for specific projects will be detailed in separate project-specific agreements.
 - a. Town of Johnstown pays for utilities (including water, wastewater, and mechanical infrastructure and equipment)
 - b. Town of Johnstown pays for grounds maintenance (including snow removal, lawn, and sprinkler system)
 - c. Town of Johnstown manages property insurance on the property
4. **Risk Management & Assessments**
 - a. Johnstown Historical Society will manage and organize inspections for fire, fire extinguishers, smoke alarms.
 - b. Johnstown Historical Society and the Town of Johnstown are responsive to security alarm within the Parish House and Museum
 - c. Johnstown Historical Society will procure insurance for the Board of Directors, volunteers, and contents. This includes supplying a Certificate of Insurance for Historical Society and joint events.
5. **Intellectual Property:** Any intellectual property resulting from collaborative efforts will be co-owned by both Parties, and usage rights will be agreed upon on a case-by-case basis for promotional and educational purposes.
6. **Publicity and Promotion:** Both Parties shall have the right to promote their collaborative activities through their respective communication channels, including websites, social media, press releases, and community outreach events.
7. **Collaborate and Support for the National and State Register of Historic Places:** The Johnstown Historical Society oversees the Historic Parish House Museum which is a protected property under the Department of Interior. This MOU is an agreement of collaboration and support between the Historical Society and the Town to continue to upkeep this standing with both State and National to the benefit of residents and local businesses.
8. **Duration and Termination:** This MOU shall commence on the date of signing and will remain in effect indefinitely with the option to review as needed with a 6-month notice from either party.

DISPUTE RESOLUTION:

Any disputes arising from the interpretation or implementation of this MOU will be resolved through amicable negotiation and mediation between Town Council and Board of Directors.

CONFIDENTIALITY:

Both Parties shall treat any non-public information shared during the collaboration as confidential and shall not disclose such information to third parties without prior written consent.

ENTIRE AGREEMENT:

This MOU constitutes the entire agreement between the Parties regarding the subject matter and supersedes all prior understandings, whether written or oral.

GOVERNING LAW:

This MOU shall be governed by and construed in accordance with the laws of Colorado, without regard to conflicts of law principles.

SIGNATURES:

This MOU is executed as of [Date].

For the Town of Johnstown: _____ [Authorized Signatory] [Title] [Date]	For the Johnstown Historical Society: _____ [Authorized Signatory] [Title] [Date]
--	---

TALKING POINTS FOR THE COUNCIL MEETING:

- Library funding for the Museum
- Do we dissolve the existing lease
- Volunteer background checks/Town facility use (Parish House) background checks

MEMORANDUM OF UNDERSTANDING
BETWEEN THE TOWN OF JOHNSTOWN
AND THE JOHNSTOWN SENIOR CENTER

THIS MEMORANDUM OF UNDERSTANDING (MOU) is entered into this ____ day of _____, 2024, by and between the Town of Johnstown, Colorado, a Colorado home-rule municipality (“Town”), and the Johnstown Historical Society, a Colorado non-profit corporation (“JHS”). The Town and JHS may collectively be referred to as the “parties” or singularly as a “party.”

RECITALS

WHEREAS, the JHS is a non-profit entity whose mission is to enrich the community through the preservation, interpretation, and dissemination of collected local culture; and

WHEREAS, the Town allows the JHS to utilize space in a Town owned facility, free of charge, for museum and historical events and for a minimal amount of storage of personal property; and

WHEREAS, despite the JHS’s use of the space in the facility for many years, the Town and the JHS have not formalized their business association; and

WHEREAS, to memorialize their relationship, the Town and the JHS desire to enter into this MOU.

AGREEMENT

THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Operations. The non-profit’s operations will exclusively be managed by the non-profit itself and its Board members.
2. Staff. The Town will assist the JHS in transitioning the Museum Director over to employment with the 501(c)(3) to begin January 1, 2025.
3. Facility Use.
 - a. The JHA shall be entitled to use the facility for the museum and for historical events. The Town agrees to assist the JHA by providing space in the facility for the JHA to use at no cost. The Town and the JHA agree to coordinate in good faith for the use of the space in the facility, but the determination as to what space is available to the JHA at any given time shall be at the sole discretion of the Town.
 - b. The JHS shall be entitled to use the facility for storage of personal property that is used to support the museum, and historical events.

- c. The JHS shall not be entitled to use the facility for any purpose not set forth herein absent the Town's written consent. If the JHS uses the facility for an unauthorized purpose, the Town may terminate this MOU as provided in Paragraph 4.
4. Term. The term of this MOU shall commence on January 1, 2025, and terminate on December 31, 2025. Unless either party provides written notice to terminate on or before November 1 of a calendar year, this MOU shall automatically extend for additional one-year terms.
5. Termination. Notwithstanding the term, this MOU may be terminated if:
 - a. The JHA is in default of any provision of this MOU;
 - b. The facility becomes damaged to such an extent that, at the Town's discretion, it would not be prudent or feasible to rebuild;
 - c. The personal property inside the facility is damaged, destroyed or removed from the facility, in any manner, such that the operation of the facility as a community gathering space is not feasible or practicable; or
 - d. Upon written notice from the Town to the JHS.
6. Personal Property. The personal property that is stored at the facility and owned by the JHS is set forth on Exhibit A, attached hereto and incorporated herein by reference. When the JHS removes personal property or adds additional personal property, the JHS shall provide written notice to the Town Clerk or their designee, who shall keep a running inventory of the JHS's personal property. The Town shall be entitled to direct and authorize where the JHS's personal property is stored at the facility but shall have no liability or responsibility whatsoever for such personal property.
7. Utilities and Maintenance. The Town shall provide and pay for all utilities, including internet service, to the facility and will maintain the facility in good condition and repair. The Town's Public Works Director is responsible for managing all Town facilities, so all decisions regarding maintenance and repairs and the timing of such maintenance and repairs at the facility will be determined by him/her. All maintenance and repairs are subject to budget appropriations as approved by the Town.
8. Insurance. The Town shall maintain liability insurance for the facility. The Town shall maintain property insurance for the Town's personal property at the facility. The Town shall not maintain property insurance for the JHS's personal property at the facility. The JHS may, at its discretion, obtain adequate insurance coverage to protect its personal property.
9. Financial Obligation. The Town agrees to provide the following:
 - a. Annual stipend for employees and other operations in the amount of \$_____.
 - b. Utilities for the Town owned facility
 - c. Maintenance and repairs for the Town owned facility

10. Compliance. The JHS shall comply with all applicable laws, rules and regulations. The JHS shall not do or permit any action to be done that might result in a breach of this MOU. The JHS shall not permit, cause, or allow others to cause anything in the facility to be done that might result in:
- a. A violation of the law, civil or criminal;
 - b. A breach of the peace;
 - c. An increase in insurance rates;
 - d. Negative publicity for the facility or the Town; or
 - e. A decrease in the value of the facility.
11. Indemnification. The JHS agrees to indemnify, protect and save harmless the Town from and against any and all damages, losses, liabilities, obligations, penalties, claims, litigation, demands, defenses, judgments, suits, actions, proceedings, costs, disbursements and/or expenses (including, without limitation, reasonable attorneys' and experts' fees, expenses and disbursements) of any kind or nature whatsoever which may at any time be imposed upon, incurred by or asserted or awarded against the Town, relating to or arising from the JHS's use of the facility.
12. Assignment. The JHS may not assign its rights or duties under this MOU without receiving the prior written consent of the Town.
13. No Third-Party Beneficiaries. This MOU is not intended and shall not be deemed to confer any rights on any person or entity not named as a party hereto.
14. Notices. All notices, consents or other instruments provided for under this MOU shall be deemed properly given when: (1) hand-delivered; 2) sent by registered or certified mail, return receipt requested, postage prepaid, to the addresses of the parties herein set forth; or (3) sent by electronic mail return receipt requested and received. Either party, by notice to be given, may change the address to which future notices shall be sent.

TO SENIOR CENTER:

Johnstown Historical Society
Attention:

Email: _____

TO TOWN:

Town of Johnstown
Attention: Town Manager
450 S. Parish
P. O. Box 609
Johnstown, CO 80534

Email: mlecerf@johnstownco.gov

15. Waiver. No consent or waiver, express or implied, by the Town to or of any breach or default by the JHS in the performance by the JHS of its obligations hereunder shall be deemed or construed to be a consent or waiver to or of any other breach or default by the Town. Failure on the part of the Town to complain of any act or failure to act or to declare the JHS in default, irrespective of how long such failure continues, shall not constitute a waiver by the Town of its rights hereunder.

16. Governing Law and Venue. This MOU and the interpretation thereof shall be governed by the laws of the State of Colorado and the Code. Venue for any claim, proceeding or action arising out of this MOU shall be in Weld County, Colorado.

17. Costs and Attorney's Fees. If any judicial proceedings may hereafter be brought to enforce any of the provisions of this MOU, the Town, if the prevailing party, shall be entitled to recover the costs of such proceedings, including reasonable attorney's fees and reasonable expert witness fees.

18. Entire Agreement and Amendments. This MOU constitutes the entire agreement and understanding between the parties and supersedes all prior agreements or understandings. Any amendment to this MOU must be in writing and signed by the parties.

19. No Presumption. Each party acknowledges that it has carefully read and reviewed the terms of this MOU. Each party acknowledges that the entry into and execution of this MOU is of its own free and voluntary act and deed, without compulsion. Each party acknowledges that it has obtained, or has had the opportunity to obtain, the advice of legal counsel of its own choosing in connection with the negotiation and execution of this MOU and with respect to all matters set forth herein. The parties agree that this MOU reflects the joint drafting efforts of all parties and in the event of any dispute, disagreement or controversy arising from this MOU, the parties shall be considered joint authors and no provision shall be interpreted against any party because of authorship.

20. Headings. The paragraph headings herein are for the convenience and reference of the parties and are not intended to define or limit the scope or intent of this MOU

This MOU is entered into on the ____ day of _____, 2024, and upon signature of the authorized representatives of each party, shall become effective and binding on each party.

TOWN OF JOHNSTOWN

ATTEST:

By: _____
Hannah Hill, Town Clerk

By: _____
Matt LeCerf, Town Manager

JOHNSTOWN HISTORICAL SOCIETY

ATTEST:

By: _____
Name: _____

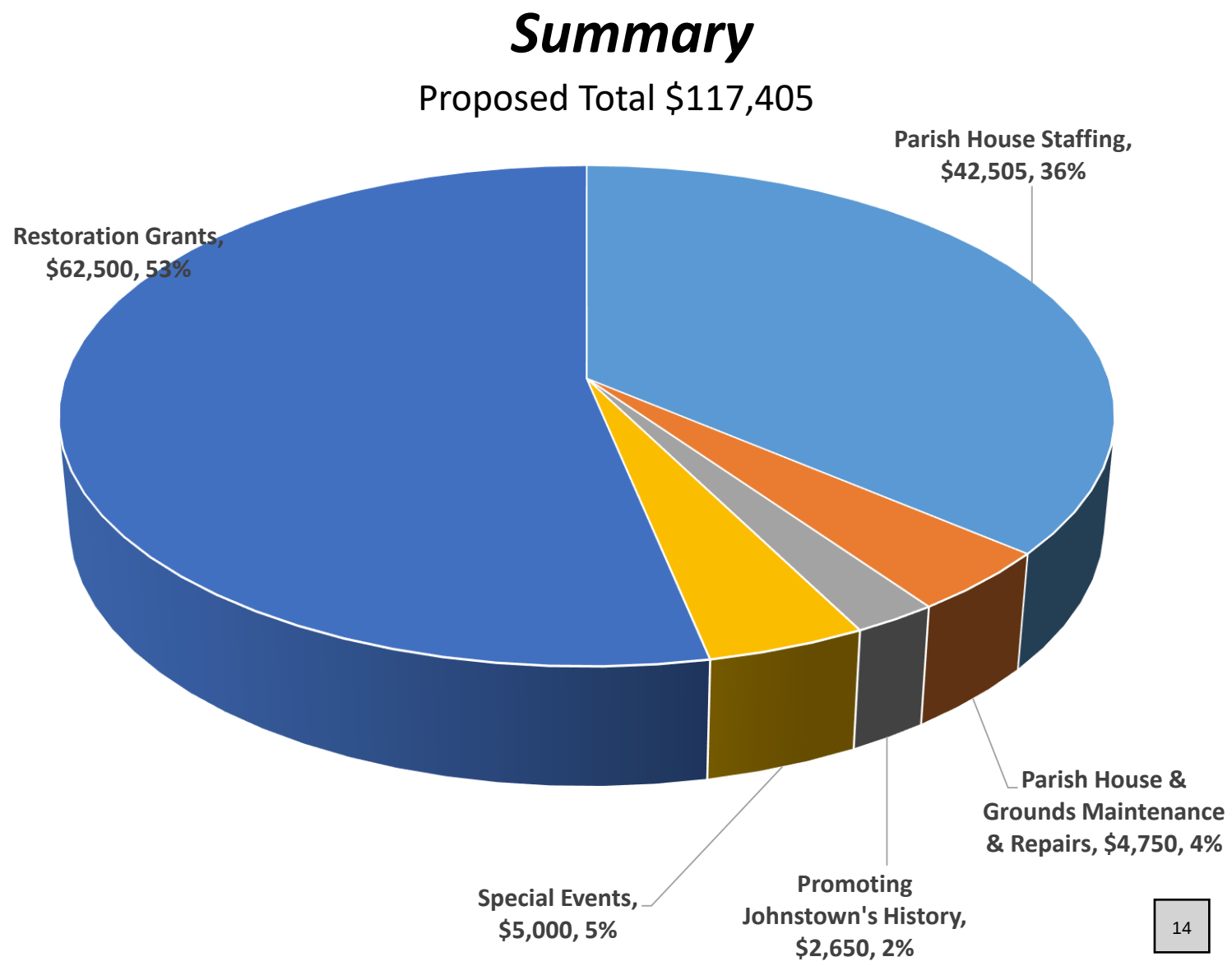
_____, Secretary

Title: _____

EXHIBIT A

JOHNSTOWN HISTORICAL SOCIETY PERSONAL PROPERTY

Johnstown Historical Society's Proposed Segment of the Town of Johnstown FY25 Budget



Detailed View

Category	ITEM	DESCRIPTION	PURPOSE	EST Annual COST	NOTES / Comments
2024 - Lookin Back					
Parish House Staffing	Museum Director's pay	28/hrs wk @ \$21/hr	Museum Management and Administration	\$30,576	5% increase in hourly rate. First raise since starting job August 2020.
Special Events	Meteorite Centennial Celebration	Town celebration	Commemorate the 100th anniversary of the Johnstown Meteorite fall	\$77,500	Joint effort JHS/TOJ. Final expense tracking sheet will be submitted with receipts as soon as we get the remaining invoices in and paid.
Total Fiscal 2024				\$108,076	
2025 - Looking to the future					
Parish House Staffing	Museum Director's pay	Museum Director's Salary 20 - 28/hrs wk @ \$22.05/hr	Range requested to tailor, as needed, for workload variables over the year.	\$32,105	Represents 5% pay increase over 2024 pay at maximum of 28 hrs/wk.
	Part time Docent/Assistant	Parish House Assistant Part Time 8 - 10/hrs - \$20/Hour	Administrative, tour guide, collections	\$10,400	Allow Museum to be open additional hours
Parish House & Grounds Maintenance and Repairs	Parish House & Grounds maintenance and repairs	Boiler annual flush and maintenance	Parish House Infrastructure Maintenance	\$500	Request Town to add this to the PH
	Visitor's Center Carpet	Replace Existing Carpet	Safety, Appearance	\$1,500	Carpet is old and worn
	Parish House Windows	PH windows cleaned	Storm windows and windows are custom made.	\$750	Will use a qualified historic building contractor. Storm windows are very heavy. Many of the windows are original to property
	Parish House Security	Replace Existing Security System.	Improve the functionality and reliability of PH Security	\$2,000	\$2K estimate for initial year, installation and monthly premiums
	Unforeseen Repairs & Emergencies	Often times causes the Museum to temporarily close	Maintain the Museum's Continuous Operation		To be discussed with TOJ on July 29th on best way to manage
Promoting Johnstown's History	Website Design & Maintenance	Wired Impact	JHS Promotion/Fundraising	\$2,650	Past the Initial period
Special Events	Semiquincentennial July 4, 2026	USA 250 years, State of Colorado 150 years	Initial funding for marketing.	\$5,000	Seed Money
Restoration Grants (Joint effort between TOJ and State of Colo	TOJ Grant match (25% of grant total)	New grant	South and east wall and fencing, including driveway gates.	\$62,500	Maximum amount of grant match, if awarded (25% of \$250k).

Johnstown Historical Society

FY24 Financial Summary

Beginning Balance		INCOME		EXPENSES		Ending Balance	
1-Jul-23			Donations \$997		Building & Grounds \$1,927	6/30/2024	
JHS	\$10,339	Plus	Memberships \$443	Minus	Fundraising \$2,027	JHS	\$15,696
Grant	\$89,108		Fundraising \$11,110		Meteorite Event \$33,201	Grant	\$3,139
Meteorite	\$0		Meteorite TOJ \$77,500		Collections \$193	Meteorite	\$42,511
Total	\$99,447		Grants \$73,868		Bills \$5,939	Total	\$61,345
			Miscellaneous \$1,105		Grants \$159,837		
		TOTAL \$165,023		TOTAL \$203,125			



**The Johnstown Historical Society
and
Historic Parish House and Museum**

June 2023 – July 2024

Museum Director's Annual Report
Prepared by: Billie DeLancey

July 23, 2024

Johnstown Historical Society, Ltd. and the Historic Parish House and Museum
701 Charlotte Street, Johnstown, Colorado 80534

1.0 Introduction

This progress report outlines the activities of the JHS Board of Directors, Museum Director Billie DeLancey, and volunteers who have all contributed to the overall success of the JHS over the past year.

2.0 JHS Board of Directors

The JHS Board of Directors meets monthly January through November and schedules work sessions as needed throughout the year. Each Board member also serves on at least one of the JHS's six standing committees, and everyone works together as needed to accomplish the JHS's goals each year.

The Board also holds an annual meeting each November to recognize the work of our members and volunteers, elect new Board officers and directors, and to present any recommended changes to the JHS Bylaws.

The JHS Annual Meeting of the Membership was held on November 14, 2023 at the Johnstown Senior Center. We lost one Board member in 2023 and another one this year. The Board hopes to fill these two vacancies at this year's annual meeting. The goal is to find qualified individuals who can commit to the volunteer time and energy needed to carry out the Board's goals in the coming years. The Board also understands Johnstown's unique and diverse community and seeks to enhance its collective director profile by giving priority to that diversity within the qualifications of any future candidates.

The current board members are as follows:

2023 JHS Board of Directors	
President	Clair Hull
Vice President	Ardis Briggs-Tomlinson
Treasurer	John Koed
Secretary	Chad Young (acting, interim)
Director	Cathy Hull

3.0 Museum Director's Role

Billie DeLancey has served as the Parish House Museum Director since August 2020. Her role to date has included participation in most all aspects of the JHS's business and community outreach programs. The JHS Board has been able to assume some of her past work tasks, allowing her to spend more time on getting the Parish House historic collections programs updated as well as participating in training for both the museum's PastPerfect software and JHS website management. Billie prioritizes her time performing tasks in the following subcategories.

3.1 Administration

Billie performs several administrative tasks including serving as the main point of contact for the JHS and the Parish House. She responds to phone calls and email inquiries. She attends and is involved in Board meetings and work sessions, and she prepares a written monthly report of her work for the Board. The JHS has requested an additional part-time assistant in the proposed 2025 Town budget to work with Billie, mostly on administrative tasks and as a docent to be able to open the museum on additional days each week. For safety reasons, in order to be open, we need at least two people on site to cover three locations (three people on site would be optimal) – the main floor historic home, the basement museum, and the Visitor's Center.

3.2 Buildings & Grounds

As a Town employee Billie serves as a liaison to the Town of Johnstown through Hannah Hill, Town Clerk, who is her supervisor. Billie manages the day-to-day operation of the Parish House and Museum and coordinates repairs and general maintenance for the property. She oversees volunteer work on the Parish House property, including house cleaning, light maintenance, and yardwork.

3.3 History Colorado/SHF Grants

Billie is the State Historical Fund (SHF) grant program administrator for the JHS and Town. The most recent grant, which has just been finished and closed out, included the removal of the west side trees and failing retaining wall, regrading and laying new sod on the west-side yard, and relacing the historic retaining wall with a new one designed to look similar to the original wall built in approximately 1914. The Parish House property looks amazing this summer!

The JHS Board has requested a grant match in 2025 for the next phase of the larger planned project that will eventually include the following, all of which was included in the construction documents provided as part of the SHF grant completed in 2023:

- Anticipated 2025 – Refurbishment and/or replacement of the south and west retaining walls, iron fencing refurbishment, re-install historic driveway gates.
- Anticipated 2026 or 2027 – Replacement of the north retaining wall and install a façade cellar door where a vegetable cellar once existed and was used by the Parishes when they lived there in the early 1900s

3.4 Museum Collections

Collections Management – Billie has been working to improve the Collections process and incorporate additional museum standards of care. This action is needed in order to fulfill the JHS commitment to preserve its local collected culture (Collections) for many future generations to enjoy. More work needs to be done, and Billie intends to spend more time on this effort this fall and in 2025.

Public Exhibits – Billie has worked with our local library to bring history to a wider audience over the past year, including:

- History of the community of Elwell exhibit – November 2023
- Johnstown Meteorite exhibit – June/July 2024

Billie also created a travelling history board this year honoring William Parkin, one of Johnstown's most important early leaders. The board is currently displayed in the Town Hall lobby and will move to other locations around downtown as a means to get history in front of the community.

3.5 Town of Johnstown

Johnstown Strategic Planning and Downtown Masterplan – Billie participates as a local history expert and voice within her employee group under Hannah Hill for brainstorming ideas that will be integrated with other employee groups and the public as part of the current downtown masterplan being developed by the Town of Johnstown.

3.6 Publicity

Billie writes feature stories for the Johnstown Breeze upon occasion to promote awareness of the JHS and its programs. In the past year, she has contributed numerous stories, including some related to the Johnstown Meteorite fall to promote the centennial event this year. Billie also secured a monthly history

column in The Johnstown Breeze earlier this year, which is published the third week of the month. This is another way she is able to promote Johnstown's history.

3.7 Community Engagement and Outreach

Elwell Project – Billie continues to work behind the scenes to bring awareness of the little community of Elwell that holds much of Johnstown's early history, including the site of the Johnstown Meteorite fall in 1924.

Johnstown Library – Presentation: History of Table Manners in America.

Dreams and Dragonflies Event Center – Presentation: The History of Table Manners in America at a fundraiser to move the old Redabaugh barn across the road to the event center's property to save it from demolition by the developer of the former Redabaugh farm, which will become a new housing subdivision.

The Loveland Connection – Presentation: The history of the Johnstown Meteorite fall in 1924 and the devastating tornado that hit just south of Town on July 29, 1928.

4.0 JHS Fundraising and Events

Stitches in Time Quilt & Craft Fair – The event took place at the YMCA on Saturday, September 30, 2023. It will be held on Saturday, September 28th this year, also at the YMCA.

Cemetery Crawl – The event was planned and scheduled for Saturday, October 28, 2023; however, it was cancelled due to the extreme cold temperatures that day. The event will take place on Saturday, October 26th this year at the Johnstown Cemetery.

Annual Meeting of the Membership – The event will take place on Tuesday, November 12th. Location to be determined.

Holiday Open House and Bake Sale – The open house was held on Saturday, December 2, 2023 at the Parish House. This year's holiday event is being planned and will take place on Saturday, December 7th.

BBQ Day 2024 – We kicked off the Johnstown Meteorite Centennial Celebration this year on BBQ Day with centennial committee member Dr. Richard Binzel riding in the parade with a replica of the Johnstown Meteorite that fell at Elwell on July 6, 1924. Dr. Binzel studied the Johnstown Meteorite for much of his career, and he was instrumental in securing the guest speakers from NASA and the actual meteorite that was loaned to us for the day of its 100th birthday. The Parish House was open that morning, and we also managed a double booth at Parish Park to promote the forthcoming celebration to be held on the centennial date of July 6, 2024.

100th Anniversary celebration of the Johnstown Meteorite – The Johnstown Meteorite Centennial Committee consisted of eight members including two JHS Board members and the Museum Director. The event planning and development took center stage this past year and was celebrated on July 6, 2024.

The event was kicked off in January 2024 with engagement of all of Johnstown schools (except Civica, which declined the offer) in an educational program focused on the meteorite. The centennial date program included the dedication of a permanent memorial space at the entrance to the cemetery, complete with a historical marker commemorating the story of the meteorite fall and large boulder with a plaque. The remainder of the event's activities that day were held at Roosevelt High School, including a rock & gem show, student art show, kids' "Space Crafts", an evening program with guest speakers Thomas Jones, PhD (astronaut) and Carol Raymond, PhD (scientist, Jet Propulsion Laboratory in California). The event concluded with Johnstown's first drone show. The event was successful and has contributed to additional interest in the Johnstown Meteorite and the Johnstown Historical Society and its programs.

The Centennial Committee, the JHS Board of Directors, and the Museum Director are grateful to the Town of Johnstown for its role in funding the event and in donating the permanent memorial space at the location of the meteorite fall at the entrance to the cemetery for everyone to enjoy. The Johnstown Public Works department did an exceptional job of creating a beautifully landscaped memorial space.

5.0 Moving Forward 2024 – 2025 and beyond

The JHS Board and the Museum Director continue to work on ways to improve its footprint in the Johnstown community and to carry out its mission to enrich our community through the preservation, interpretation, and dissemination of collected local culture.

Longer-term and Ongoing Projects

- New oral history videotaped interviews – the Colony residents and other older Johnstown residents is in the works.
- Production of a second edition of Rebecca S. Healy’s 1977 book: “A Tribute to Johnstown” for sale as an income stream. This book was a U.S. Bicentennial project started in 1976 and completed in 1977. The U.S. 250th Semiquincentennial will be celebrated on July 4, 2026, along with the 150th anniversary of the State of Colorado. A revised edition and upgrade of this history of Johnstown is being discussed by the JHS as a project for that year’s celebration.
- Johnstown Breeze Newspaper Digitization – Joint project with the Breeze and the Colorado Historic Newspaper Collection (CHNC).

6.0 Our Continued Commitment

In conclusion, the JHS Board of Directors and the Museum Director remain committed to bringing the Parish House and Museum and our programs to the next level in museum professionalism.

We appreciate our working relationship over the past 25 years since the Town purchased the Parish House and the JHS moved in to manage a new historic home and museum. Between the ability of the JHS as a non-profit cultural organization to secure SHF grants and the continued support from the Town of Johnstown in providing the required grant matches, together, we have created an exceptional cultural and historical asset that the Johnstown community will be proud of for years to come. We look forward to discussing with the Town how our relationship has grown and matured over the years and to look at how we can update existing documents to be more relevant moving forward.

Improvements to the Parish House property (compiled from past grant applications)

When the Parish House came up for sale in 1998, the Johnstown Historical Society worked with the Town of Johnstown to purchase the property for its preservation and use as a house museum with the Historical Society providing support, operation, and management. The building, along with its associated garage, was listed on the State and National Registers of Historic Places in 1999.

PAST STATE HISTORICAL FUND PROJECTS

1. SHF#2000-M1-036 – Historic Structure Assessment; Grant Award - \$6,900 (no cash match).
2. SHF#2004-02-026, Exterior Restoration of Harvey J. Parish House. Roof Replacement; Restoration of Stained Glass; Exterior Masonry and Window Restoration; Exterior Repainting; Grant Award - \$34,500; Cash Match - \$11,500.
3. SHF#2010-M1-005, Construction Documents for the Restoration and Rehabilitation of the Garage; Grant Award - \$19,295; Cash Match - \$6,430.
4. SHF#2015-01-037, Restoration/Rehabilitation of the Garage; Grant - \$164,205, Cash Match - \$67,069. Completed.
5. SHF#2020-M1-012 – Construction Documents; Grant Award - \$17,867; Cash Match - \$5,956. The construction documents were for the scope of work in this grant. Completed.
6. SHF#2023-01-028 – Remove trees on west side of property, replace retaining wall. \$176,194. Grant match \$44,049.

Grant funding total to date: \$418,961

Grant matches: \$129,048

PAST PROJECTS UTILIZING TOWN FUNDING AND JHS FUNDING

- 2006 – Installation of the Irrigation System - \$2,500.
- 2007 – Landscaping Utilizing Historic Photographs – Volunteers and Donations.
- 2013 – Exterior Lighting Upgrade, Tree Trimming, Extension of the Irrigation System, Heating and Plumbing Repairs; Water and Intrusion System Installation and Monitoring - \$3,000.
- 2013 – Updated Historic Structure Assessment - \$5,197.
- 2017 – 2018 – Filmed a walking tour through the house for those unable to access the house. The film is shown in the Garage (Visitor's Center), which is ADA accessible - \$2,500.
- 2017 – 2018 – Designed and Implemented the exhibits in the restored Garage - \$7,304. \$3,800 was a grant from the Questers International, Pieces of the Past, and the Chimney Sweeps Chapter.
- 2020 – Restored original wood front porch screens - \$6,000.
- 2021 – New wooden storm windows on the main floor - \$29,765.
- 2021 – New Boiler - \$13,250.