



TENTATIVE agenda

City of Boyne City
Founded 1856

319 N. Lake Street

Boyne City, Michigan 49712
www.boynecity.com

Phone 231-582-6597
Fax 231-582-6506

BOYNE CITY HISTORICAL COMMISSION MEETING

Monday December 19, 2016, 7:00 p.m.

City Hall

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF THE MINUTES

Approval of the September 19, 2016, October 17, 2016, and November 10, 2016
Boyne City Historical Commission Board meetings.

IV. OLD BUSINESS

A. LaFrance Fire truck anniversary committee organization.

V. NEW BUSINESS

- A. Adopt a calendar for 2017
- B. Board Application to review for board vacancy.
- C. Discussion of proposed museum concepts provided by architect Ray Kendra.
- D. Discussion & consideration for proposed RFP for Museum Planning Services.

VI. CITIZEN COMMENTS

VII. COMMUNICATIONS

VIII. GOOD OF THE ORDER

X. NEXT MEETING, March 20, 2017

IX. ADJOURNMENT



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PLEASE CONTACT ME IF YOU ARE UNABLE TO ATTEND THIS MEETING SO WE KNOW IF WE HAVE A QUORUM. 231-582-0335.

BOYNE CITY HISTORICAL COMMISSION

Minutes of September 19, 2016

7:00 pm

Boyne City Hall Commission Chambers

CALL TO ORDER: 7:03. PM

PRESENT: Kelts, Alexander, Barden, Sansom, Hewitt.

ABSENT: Lazarz

GUEST: none

APPROVAL OF MINUTES: Minutes of the May 24, 2016, March 21, 2016, June 20, 2016, July 18, 2016 and August 24, 2016 meetings, Kelts approved all as written, Sansom second, all ayes.

OLD BUSINESS:

LaFrance updates. Alexander spoke to the fire department about the dates for the celebration and they are very flexible. Ok with the Stroll thru History date and activities, Ok with the 4th of July announcement for the upcoming event in August during the Antique car show. There was a great amount of support for the anniversary. It was unanimous that we would want the fire department in period clothing for the Stroll thru History event.

Do a postage stamp with the LaFrance on it thru Stamps.com download picture of fire truck so it will match up with the post mark.

We have lots of old railroad postcards that we can sell at the same time.

Sansom brought in her framed picture and post mark and stamp from when the Pope visited California several years ago. It was a very nice display.

Barden asked why we need to fundraise. We explained about our wish list (mannequins, display cases and glass for the built in display case).

We will need more people to be involved to help with the new museum.

Sell bricks with names on them to be displayed inside the museum as a fundraiser.

Sansom is hopeful that at the end of construction of the new facility that we will have enough money left over to do the glass on the built in display cases.

Discussion was had regarding contact with other fire departments to attend our celebration and bring their antique fire trucks. Barden offered to make up a flyer and Alexander offered to do a mailing.

NEW BUSINSESS:

- A. Kelts nominated Sansom for chair and she excepted the nomination, Alexander excepted Vice Chair and Hewitt excepted secretary position motion by Kelts, second by Alexander, all ayes.
- B. Bill Kuhn absenteeism, due to no attendance in the past year he is no longer a board member, this is a new vacancy for our board which will need to be filled. We now have two vacancies on our board.
- C. Sansom agreed to renew her board position for another 3 years with her term ending June of 2019. Recommendation to city commission for her renewal.

COMMUNICATIONS:

Kelts gave an update on the Last River Draw sculpture it is expected to be installed towards the end of October it was noted that it would be good for anyone from our board to attend this event.

Next Meeting: Special meeting October 17, 2016 at 5:00.

Adjourned: Kelts motioned to adjourn at 8:06 pm, second by Alexander, all ayes.

Boyer City Historical Commission
Special Meeting Minutes

October 17, 2016

Call to order: 5:07 pm

Present: Sansom, Alexander, Lazarz, Barden and Hewitt

Not Present: Kelts

Guests: Dennis Looze.

Barden handed out the draft of the invitations. After reviewing and updating some information on layout and wording. Hewitt to be contact person.

Lazarz arrived at 5:15

The Stroll thru History event it was suggested that we do a costume contest, winner to ride on the LaFrance in the 4th of July parade.

Open house at the fire department to include other old photos dated from 1917 and 1918 era. Sansom had a few pictures to share from 1917; Football picture, Basketball picture, and School picture. Would be nice to identify the people in the pictures so it was suggested to make a copy of each picture to be on display at reception desk at city hall to help with this, also notify public thru the Chamber newsletter and the Boyne Gazette.

Talked about the publication or article regarding the purchase of the LaFrance, the library is looking, perhaps the Petoskey News Review would have an article.

Sansom shared a fire from 1918 era and it has the LaFrance in the picture, consider this for one of our postcards.

Line art can be downloaded off of the internet so we need to talk to Kecia Freed about this option.

Sansom asked if everyone would be ok with adding the "Good of the Order" on the agenda's. Everyone was ok with this new item. We went around the table to share other news.

It was asked if we had a mission statement, Hewitt indicated that there should be one and will bring it to our next meeting.

Sansom was asking if we should have an appraisal done on the collection. Hewitt suggested we call other local museums to see if they have done this.

Order acid free sleeves with fold down flap to keep it from falling out, put old photos and magazines in these once we unpack. Ask for volunteers to help with this project.

Hewitt mentioned that our "Settlers to Sidewalks" is now available and needs to be picked up at Village Graphics in Charlevoix. Looze will try to pick up for us since he works in Charlevoix. 9 cases to be picked up. It was agreed to sell the books at \$18.00 per book. This will keep us in line with other locations that are selling this book.

Next Meeting: Thursday November 10, 2016 at 5:00 pm, moved by Alexander second by Lazarz, all ayes.

Adjournment: 6:10pm, moved by Alexander, second by Lazarz, all ayes.

DRAFT

SPECIAL MEETING
BOYNE CITY HISTORICAL COMMISSION

Minutes of November 10, 2016
5:00 p.m.
Boyne City Hall

CALL TO ORDER: 5:03pm

PRESENT: Hewitt, Sansom, Kelts, Alexander

ABSENT: Lazarz, and Barden

GUEST: Syrina Dawson

Citizens Comments:

None

LaFrance Fire Truck Celebration Discussion

Hewitt to contact Kecia about the art work for the firetruck line work.

Sansom gave an update for Dawson on where we are at.

Hewitt handed out a report that Kecia put together on the future of the Historical Museum and explained the concept with the board.

Good of the Order:

Sansom talked about the directional trees that she and her sister found at the nature trail in the Industrial Park. The Native Americans used these and several are still in the area. There is a group that is looking for these locations. One is reported to be on Division Street, one at the Nature Trail, some near Greensky Hill off of OLD 31. Maybe reach out to the community for help in locating them. Adam & Shari Kennedy have been looking for them.

Adjournment:

Kelts motioned at 6:21 to adjourn, second by Hewitt, all ayes.

Next Meeting:

December 19, 2016 7:00pm

2017

JANUARY

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FEBRUARY

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MAY

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JUNE

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JULY

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AUGUST

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SEPTEMBER

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OCTOBER

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NOVEMBER

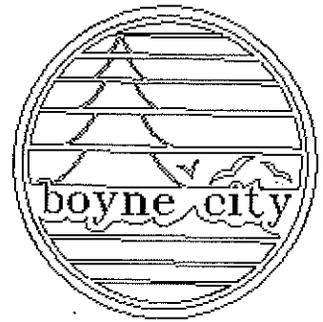
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DECEMBER

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31

CITY OF BOYNE CITY

319 North Lake Street Boyne City, MI 49712 (231) 582-6597



BOARD MEMBER APPLICATION

The City understands you are interested in becoming a member on one of the City Advisory Boards/Commissions. We appreciate your interest and future dedication to Boyne City. In order for the City to have information on file as reference when the next board has an opening, we ask you please complete the following and return to City Hall.

Name: Syrina Dawson

Address: 732 Line St

Telephone: 582-2492 (daytime) 582-6611 (evening)

Email: Syrina@charter.net

Occupation: Police Support Specialist

Please check any Advisory Board or Commission you may be interested in.

- | | |
|--|---|
| <input type="checkbox"/> Airport Advisory Board | <input type="checkbox"/> Economic Development Corporation |
| <input type="checkbox"/> Historical Commission | <input type="checkbox"/> Main Street / DDA Program |
| <input type="checkbox"/> Planning Commission | <input type="checkbox"/> Parks and Recreation Commission |
| <input type="checkbox"/> Board of Review | <input type="checkbox"/> Housing Commission |
| <input type="checkbox"/> Local Development | <input type="checkbox"/> Zoning Board of Appeals |
| <input type="checkbox"/> Finance Authority | <input type="checkbox"/> District Library Board |
| <input checked="" type="checkbox"/> Historic District Commission | |

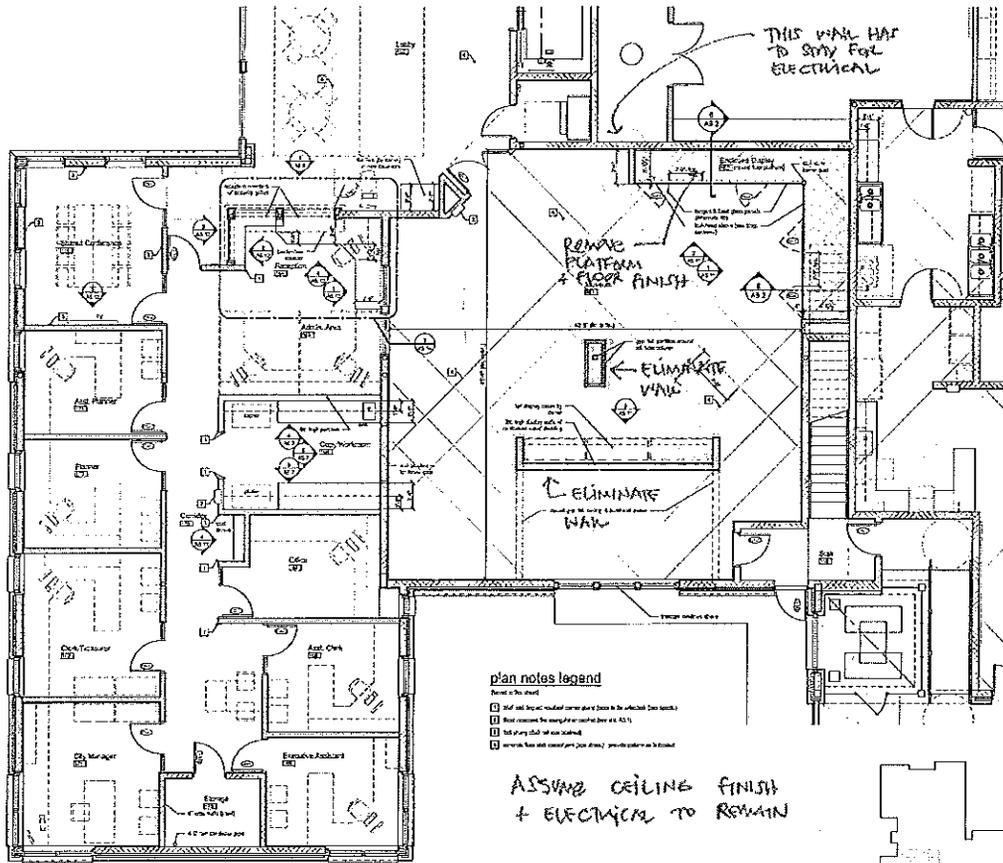
Reason(s) you wish to serve:

Other community or civic service activities:

Kiwanis, Relay For Life

Signature Syrina Dawson

Date 11-16-16

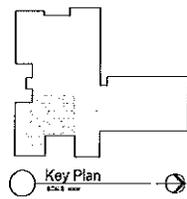


KEY

1-10	Office
11-15	Public
16-20	Storage
21-25	Restroom
26-30	Reception
31-35	Storage
36-40	Storage
41-45	Storage
46-50	Storage
51-55	Storage
56-60	Storage
61-65	Storage
66-70	Storage
71-75	Storage
76-80	Storage
81-85	Storage
86-90	Storage
91-95	Storage
96-100	Storage

plan notes legend
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ASSUME CEILING FINISH + ELECTRICAL TO REMAIN



Admin. & Museum Enlarged Plan
 SCALE: 1/8" = 1'-0"

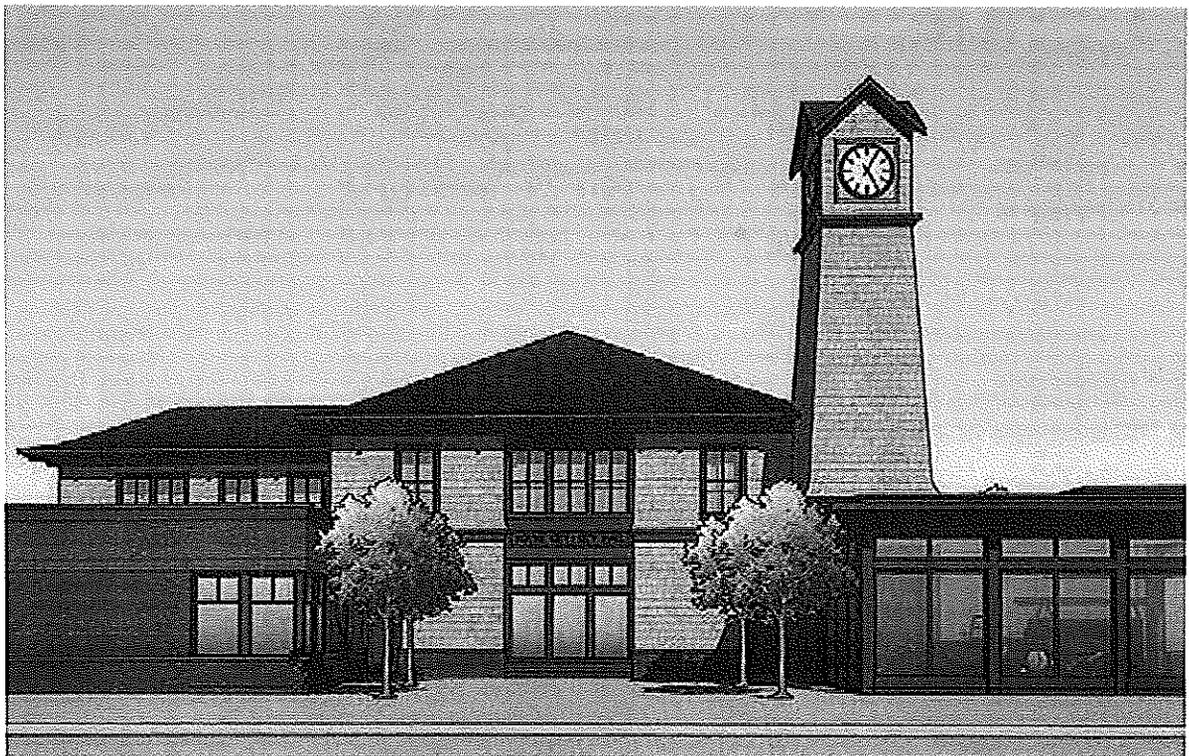
Key Plan
 SCALE: 1/8" = 1'-0"

environmentarchitects
 1619
 12.7.14
 City Admin. & Museum
 Enlarged Plan
 A4.6

Request for Proposal for Exhibit Planning and Design **Boyne City Historical Museum**

Solicited by the City of Boyne City
319 N Lake St | Boyne City, MI 49712
(231) 582-6597 | cityofboynecity.com

Issued: December 8, 2016
Deadline: January 5, 2017



Boyne City Historical Museum Request for Proposals for Exhibit Planning and Design

PLEASE NOTE: All information contained in this RFP is confidential and may not be shared with other vendors or institutions without the permission of the City of Boyne City and the Boyne City Historical Museum.

I. Project background, overview and vision

The City of Boyne City is making a Request for Proposals from qualified firms for the concepting, planning and design of a reinvented historical museum/heritage center in Boyne City. The museum will be housed in Boyne City's new municipal facilities which is currently under construction. As part of this beautiful new complex in the center of town near the waterfront, the historical museum in Boyne City has the potential to become a flagship attraction and heritage resource epicenter. Committed to developing a bold, purposeful strategy, professional design and powerful new leadership, the community of Boyne City envisions our new museum emerging as a vibrant, engaged, magnetic wealth of stories, ideas, energy and resources. The museum will focus on telling the unique stories of the Boyne City area and in addition, will serve as a centralized resource hub/contact point for collaborating organizations, such as the library, schools, genealogy groups, etc.

The historical museum has been housed and governed by the City of Boyne City for decades and has a large collection of artifacts – all previously on display before being packed and stored in preparation for demolition of the old facilities and construction of the new. Attendance has been in decline and the City staff unable to devote substantial time to maintain and develop the museum in addition to their regular full-time duties. We see the construction of the new complex as a golden opportunity to rejuvenate and invigorate the museum's purpose and vision with a professionally designed floorplan, exhibits and storyline. Future plans also include the formation of a separate nonprofit foundation and new governance dedicated to operation, continued growth and funding.

To be successful, our center must be super COOL, vibrant, fun — an interesting, visible attraction that people will want to visit. Visitors will perceive value and be willing to pay an admittance fee. It will have a clearly-defined purpose, strategy, and target audience. It will be memorable, educational, engaging and entertaining. We strive to be unique and different from common small town museums — leaders in how our stories are told and displayed. Boyne City has worked hard in a united effort to become a sparkling jewel of tourism — a creative, active hot spot in Michigan. The museum needs to mirror that creativity, energy, ingenuity and leadership. It will be the living and breathing soul of Boyne City, clearly telling our story and leading visitors logically through the exhibits while engaging them emotionally in an interesting fashion to foster enthusiasm, attendance and support.

We will have energetic and active programming, actively engage with the community and be a visible presence in a meaningful, contributing, complementary way with Boyne's events. We will make the most of Boyne City's busiest events by being open during these high traffic events, such as Boyne Thunder, 4th of July, summer weekends and Stroll the Streets evenings. We will offer creative new ways of engaging casual visitors, serious history lovers and collaborating partner organizations.

II. Historical background and possible exhibit content

Possible storyline could follow a “full circle” theme: from natural abundance, to boom town, to decline, and back to natural abundance with the rise of the resort era. Exhibits should feature hierarchical levels of detail. Exhibit areas and content could include the following:

1. NATURE’S DREAM COUNTRY

NATURAL ABUNDANCE

- Glacial formations
- Summer camp area for Native Americans

THE MILLERS’ arrival & THE DREAM CABIN (*founding family*)

- Harriet Miller’s dream of a cabin on the shore of a bear-shaped lake deep in the woods
- “Uncle John” Miller, Harriet and their family, 1856
- Naming Boyne City after the Boyne River in Ireland
- John’s sailing boat “The Jack”
- Tragic drowning of their son on Christmas Day

2. LUMBERING ERA BOOM TOWN

LUMBER AND INDUSTRY

- From Boyne City to anywhere in the world — the channel through Pine Lake and into Lake Michigan
- Fastest-growing town in the U.S.
- Lumber mills and lumber barons
- Railroad
- 1906 tower clock (*fully refurbished and part of the new facility – working mechanism will be viewable*)
- Brickyard
- Charcoal plant
- The Tannery (Howe Leather Co.)
- Pig Iron
- Tractor manufacturer
- Cigar factory
- Coopers
- Other businesses — merchants, banks, restaurants, saloons, hotels, medical, photography

LIVING HERE

- George Beardsley, “Father of Boyne City”
- Homes, schools, churches, parks, excursion boats
- Organizations and celebrations
- Minor league baseball team
- Competitive ice skating couple
- Musical bands, concerts, the Opera House
- Beulah Home for Boys

3. DECLINE AND THE TOUGH YEARS

END OF THE LUMBERING ERA

- White mill fire
- 1917 LaFrance fire truck – *fully refurbished and on display in connecting room*
- Area is clear-cut, ugly, polluted and abandoned

LOSS AND DISINTEREST

- Demolition and loss of several beautiful buildings and artifacts in later years – *high school, bank, mansion, railroad roundhouse, train cars, track*
- Boyne City is generally perceived as depressed, unattractive and not a desirable place to live.

SURVIVING WITH GRIT, HUMOR AND INGENUITY

- “Smeltania” smelt fishing city on the ice – *community of unity, creativity, fun and humor*

4. THE RISE OF RESORT LIFE; BACK TO NATURE; REJUVENATION

- Lake Charlevoix
- Walloon Lake, Hemingway
- Ski hills
- Morels, Mushroom Festival
- Young State Park
- Bike trails, Avalanche Preserve
- Rise of historical preservation – *Dilworth Hotel, the White House, Boyne City Main Street program, National Historic Registry*
- Present successes – *the little town that has accomplished big things with unity, creativity, fun and humor*

5. CHILDREN’S AREA

An area suitable for very young children who may not yet be able to grasp and appreciate exhibits

6. AREA FOR TEMPORARY EXHIBITS

To encourage repeat visits, it will be important to feature rotating exhibits with changing content.

7. HISTORICAL RESOURCES

This could be a kiosk or area to serve as a centralized contact point/information desk for historical resources, services, and collaborating partners in the area.

III. Target audience

- General community: permanent residents, visitors, tourists, summer residents
- Schools
- Residents and visitors who are not necessarily history buffs, but looking for something fun to do
- Serious history buffs and those with a specific historical project or focus
- Future museum members and volunteers
- Private and corporate donors
- Grant-making organizations

IV. Scope of project

Please provide separate estimates for each phase plus a suggested payment schedule.

PHASE I: Conceptual masterplan

- Onsite meetings to visit facility and review facility floorplans
- Content and collection review, assessment inclusion recommendations in collaboration with project team and stakeholders
- Public input session facilitation
- Visitor experience description of exhibit including key learning goals and experience highlights
- Content development and storyline outline, articulating all main topics to provide a map for exhibit collections, research and writing.
- Exhibit floorplan showing all basic exhibit components and experiences
- Detailed and developed exhibit concept exploring the entire space, visually describing all aspects of the exhibit experience, created in software to be used for a 3D walkthrough presentation.
- Facilitation of public input sessions

PHASE II: Developed design

- Detailed design drawings/layouts of each exhibit component, describing sizes, colors, finishes and object placement, ready to hand off to fabricator
- Descriptions of interactive experiences and media components
- Preliminary graphic design options refined into a usable graphic palette for creating individual exhibit layouts, including high resolution image scans and final digital files.
- Fabrication estimates
- Prepare bid document packages to be sent out to fabricators

PHASE III: Fabrication and installation support

- Serve as advocate for the visitor experience through the fabrication phase
- Review engineering drawings prepared by fabricators
- Review media and interactive materials prepared by media producers
- Production-ready graphics

V. Intended outcomes and measures of success

- Visitors will say "Wow!" in surprise and excitement and will feel that the exhibit experience was worth the admission charge.
- Visitors should be able to reasonably recall the main storylines.
- Increased number of new and repeat visitors.
- Increased activity for collaborating groups outside of the museum – *museum will be a driving force.*
- Increased visibility and awareness in community — *general, tourism, schools and businesses.*
- Increase in support, donations, engagement and enthusiasm from the community.
- Those who know Boyne City's history well will feel the museum does a good job of telling our story.
- Overall design will follow and enhance the vision and mission of the museum.

VI. Evaluation criteria and selection process

The City of Boyne City reserves the right to accept or reject any or all proposals, and to award a contract to the respondent that best meets the selection criteria.

- References and samples of previous projects in interpretive planning, museums and cultural heritage resource management
- Philosophies
- Capabilities
 - Exhibit conceptual design
 - Exhibit final design and fabrication/installation coordination and supervision
 - Architectural interior design specifications
 - Lighting design, specification and staging
 - Architectural interfacing
 - Graphic design and illustration
 - Artifact mounting
- Creativity, ingenuity, flexibility and practicality
- Strong communication and articulation capabilities

VII. Submission procedure

Proposals conforming to the requirements set out within this RFP must be received by the City of Boyne City by US mail or courier no later than the deadline stated. Four copies of all proposal materials must be provided and an electronic version included as well. Proposals must state they are valid for a period of at least 90 days from the closing deadline.

CONTACT INFORMATION:

Michael Cain, City Manager
City of Boyne City | 319 N Lake St | Boyne City, MI 49712
(231) 582-6597 | mcain@boynecity.com













