



**Meeting Notes
Superior Historical Commission (SHC)
Friday, October 17, 2025
10:00 a.m.
Superior Community Center
1500 Coalton Road**

The Council meeting will be held in person and online. Members of the public may [participate in the meeting via Zoom \(instructions\)](#) or [view the meeting on YouTube](#) (closed captioning available). The recording of the meeting will be made available on [YouTube](#) and at [SuperiorColorado.gov](#) after the meeting.

1. Call Meeting to Order
2. Preliminary Matters
 - a. Roll Call
 - Present: Larry Dorsey, Karen Waligorski, Errol (Wally) Waligorski, Mary Cartwright, Scott Phillips, Dalton Valette, Maureen Hogg, Jill Roberts, Susan Stanish
 - Absent:
 - Staff Present: Jennifer “JG” Garner, Arts & History Supervisor
 - Town Council representative present: Jason Serbu
 - Guests: Paul Gibbs
 - b. Approval of Agenda – motion made by Dalton to amend date correction from published version, Larry seconded
 - c. Public Comment (limit 5 minutes/person)
3. General Updates, & Debriefing
 - a. Updates
 - i. Correspondence, completed/required
 - Mary – still needs to send an email to Jack Bowes about the map he loaned us to copy. Lisa K. recently donated some items found after the Marshall fire. No correspondence to her yet.
 - Karen – sent Mary C. a sympathy card for her sister’s passing.
 - JG – provided new town-themed cards for use in correspondence.
 - ii. Marshall Fire Remembrance, all advisory group subcommittee, via CAPS

- Dalton – subcommittee had two interviews with potential designers and reviewed their qualifications and proposals; have a meeting coming up next Monday when they will determine a formal recommendation for the Town Council on which one to select.
- iii. RFI log and Mass Media list
 - Maureen – has not seen any input for either one.
 - JG – Larry provided info to the Daily Camera about the Annual Fall Program events this week and they published an article about it; we can add that to the list
- iv. Donor(s), Lions Club, & recent donations
 - Karen – most recent donation is from Jill Roberts of 1940s Christmas ornaments; does the Commission want to officially accept them? Group agreed that we would. Jill had prepared a donation form and Karen will follow that and log with accession number the way Jill described. We may want to do the box separately since it's not an ornament but is historic.
 - Mary – any progress on the Lions Club video? Per JG, there have been no responses yet from the email requests she has made. The group brainstormed ways to get going on some first steps.
- v. QR code signage and partnership with CAPS
 - Dalton – expressed thanks to JG for ordering the signs that will have the QR codes; we're working on determining where these will be located.
 - JG – ordered 15 signs; 13 to be split between CAPS and Historic and last 2 will go to Lions for their tree donation. Signs are aluminum, 8" wide and 24" tall; plaque will have description and code. Lions' sign will have their logo; town logo will be on the others. First 7 go to CAPS. Need to determine where we'll put these for Historic. JG provided some suggestions but is open to recommendations. This is a pilot; next year we could have more. QR code will take you to the website which enables more ADA accessibility than having a lot of information on an interpretive sign. Dalton and JG will keep working on list and send it to Commission for review and input.

b. Debriefing

- i. October 4 open museum day – fairly quiet at both locations in the morning, but there were more in the afternoon, especially at Grasso (trail traffic); Karen mentioned Marilyn Morgan has been in touch with her, we have a few items to give back to her and she has some more things to give to us that are uniquely Superior.
- ii. October 10 work session – this was time well spent; we outlined the process for documenting workflow of when donations come in; Mary and Larry worked on getting the military uniform upstairs in Asti; Karen and Susan worked with Larry on

clarifying location of some mystery items; all phonograph records are now photographed and entered into CatalogIt. Karen raised the issue of some missing donation forms that it turns out were not actually missing but perhaps were not completed in the first place. Some may need to be completed retroactively.

iii. October 15 Annual Fall Program

- Dalton – everything went incredibly well; about 50-60 people were able to go on the Breathing Healing bus and we had about 30 people attend the evening program by Right Relationships Boulder. The group agreed the programs were excellent and we're glad we were able to host them; thanks for all for the planning and hats off to town staff for communications and event management.
- Wally – I wonder if we could get an image or poster of the artwork on leather displayed in the Breathing Healing bus? It would be nice to display that in one of the museums.
- There was other group discussion about how we could incorporate some of the Fort Chambers connection content into our exhibits going forward.

iv. October 16 2nd grade field trip

- Larry – it went well; the Eldorado groups were a little smaller than the previous group from Superior Elementary; they were enthusiastic.
- Jill – things went well with the groups at Asti as well; we incorporated opportunities for them to touch the irons as reward for not touching other things; a parent contacted Jill about learning more about SHC artifacts.

v. Heritage Roundtable and ANFRM

- Larry could not attend Heritage Roundtable yesterday due to the field trips; ANFRM is taking place next Monday, the Altona School House will be the featured historic location.

4. Work Plan Check-in

a. Discussion Items

- i. 2026 Annual Work Plan – JG will email this year's work plan out for us to review in preparation for working on this during our November meeting and then finalizing in December meeting. Scott suggested we could review the Town's Comprehensive Plan as well to see how that may impact what we recommend. JG will send that out, too.
- ii. Collection management – JG purchased the CatalogIt license and we have 10 seats for access. Currently JG, Jill, Susan, and Kathryn Jenks (town staff) are using seats. Dalton, Mary, Larry, and Karen would also like to use the remaining seats.
- iii. Volunteer update

- Dalton provided an update on volunteer Jade's work on the trail name suggestions we are going to share with OSAC.
 - Dalton – it will be good for us to keep Nancy Thomas informed of upcoming events and volunteer opportunities.
- iv. Lost Superior update
- Maureen – nothing to report yet as she has been focused on the Stroll and Scroll Walking Tour content.
 - JG – if others have updates, please share with Maureen.
- v. Stroll and Scroll Walking Tour; review copy content
- Maureen – she provided rough draft yesterday; she and JG are still working on some fact checking regarding the cemetery and details on Town Hall building and other locations.
 - Jill – would some of these link to a map per what is going on the QR code signs? The group discussed how this would work with those in terms of the map for the self-guided tour. Dalton – we can figure out how to integrate these in a two-pronged approach.
 - Jason – it would be good if we could also incorporate this concept into some of the signage near open space areas to indicate accessibility (where it is and where it stops, e.g., on Boulder County open space areas).

b. Upcoming Events

- i. November 1 open museums, 10 a.m. - 2 p.m.; cemetery 11 a.m. – 1 p.m. Dalton – he can be available for both and believes Nancy Thomas can as well. JG said she will be out of town. Scott said he can volunteer for the cemetery if he has the big notebook about the cemetery for support. JG – we have a new sign for the cemetery, what guidelines do we have for “weather permitting” open days? And how do we communicate out to people if those hours are closed or cancelled? JG will make some signs for us to put up on the cemetery fence if we need to notify people that morning that the cemetery is closed. Suggested terminology: “Quarterly open hours, weather permitting.” We wouldn't want it to be open if there are high winds or standing snow cover. Larry will be at the cemetery open hours in November to help Scott get oriented.
- ii. November 7, work session, 10 a.m. – this should have been the 14th per our usual scheduling but we will keep in on the 7th so more of us can make it that day.

5. Staff Updates

- i. November Budget report
 - JG: per the email there is no change to the budget because none of the invoices have hit yet, but there will be changes as of next month.
- ii. Future miner memorial design meeting with artist TBD

- JG – the artist was not able to attend the meeting today due to travel but will be at the November meeting to interact with us.
- iii. Privy roof – the shingles were donated and we had a contractor put them on; some wood working still needs to get done before we have the painting done.
- iv. CatalogIt membership – discussed above; we are all set on this.
- v. JG out of office October 27-31

6. Other

- a. JG has cemetery signs printed up and will have them put on the fence.
- b. Mary – looking at some of the equipment in the barn yesterday, we realized we need to start getting something to help preserve the wood on some of them; she will investigate what other museums use.
- c. Mary – the homestead house at Grasso now has some damp areas so there must be some leaks; Larry said he saw mold on the ceiling as well. JG will ask the Deep Roots guy to take a look and see what he recommends. Eventually we want to get a grant from History Colorado to do some restoration at Grasso overall but we have no sense yet of exactly what needs doing and how much it might cost. As a start it would be good to have a few recommended vendors we could speak with about more immediate issues like the roof leaks.

7. Adjourn – motion to adjourn was made by Scott and seconded by Maureen; motion passed unanimously.

Next meeting: Friday, November 21, 2025, at the Superior Community Center