

**Town of Superior  
Historical Commission  
2018 Work Plan**

**First Quarter:**

1. Continue throughout the year to establish the Superior Historical Museum operation, and coordinate volunteers to staff the facility one day per month and by appointment.
2. Continue with ongoing encouragement of new members to the Commission.
3. Continue throughout the year to sort and catalog collection information into the PastPerfect Museum software program. Explore opportunities to work with an intern/volunteer to assist with cataloging and filing.
4. Continue throughout the year to coordinate with staff on the purchase of budgeted items for historic preservation, education and promotion.
5. Ongoing promotion of programs at the Museum to the public to include the PROS Newsletter, Town newsletter, e-blasts, rooftop drops, seasonal activity guide and a Commission designed program brochure.
6. Consider participating in the annual Colorado Preservation Inc. Conference in Denver and continue participation in ANFRM and Boulder Heritage Roundtable.
7. Begin planning process for hosting annual Spring Program.
8. Continue developing oral histories that are relevant to Superior and the surrounding areas, to be added to the Museum's collection, and encourage Commission members and volunteers to receive training in conducting oral history interviews.
9. Explore the potential for developing and conducting audio tours for historic sites in Town.
10. Develop maintenance plan for the continued upkeep of the Grasso Park jail cell.
11. Evaluate needs for Cemetery improvements.

**Second Quarter:**

1. Work to identify dates and establish an agenda for the second grade field trips that will take place in September.
2. Host the Spring Program.
3. Host a historic Walking Tour.
4. Develop 2019 budget recommendation, including a line item to reprint copies of the Lost Superior book.
5. Continue monitoring the condition of the structures in Grasso Park and make repairs as necessary.
6. Participate in the annual Boulder County Historic Roundtable award program.
7. Continue to refine the process for accepting monetary donations and donated items to the Museum's collection.
8. Coordinate the installation of farm equipment signs in Grasso Park.
9. Consider creating an informational brochure to place at the 3<sup>rd</sup> Avenue and eventual Shan Shan Trailhead providing a brief overview of the Industrial Mine and Mine Camp site.
10. Plan for and coordinate logistics for annual Tombstone Tour if conditions allow.

11. Prepare Grasso Park barn and lean-tos for second grade field trips by stabilizing floor.
12. Update historic building survey and prioritization list.
13. Create a brochure for the Historical Museum.
14. Coordinate participation in neighboring community parades.
15. Make recommendation for Cemetery improvements.

**Third Quarter:**

1. Participate in July 4<sup>th</sup> Celebration. – coordinate with staff to have the historic fire truck driven in the parade.
2. Coordinate logistics for the annual Count the Lights program.
3. Host field trips for second grade classes from area schools.
4. Host annual Tombstone Tour if conditions allow.
5. Review 2018 budget expenditures.
6. Have completed the Commission's long term planning.
7. Provide input for planning of eventual Hake Homestead park area.
8. Explore national register nomination for the Industrial Mine site.
9. Explore grant opportunities to help fund improvements to the Grasso Park structures and farm equipment and the development of farm equipment signage.

**Fourth Quarter:**

1. Work on a proposal to send to Boulder County Open Space requesting permanent signage to be placed at the Industrial Mine site.
2. Host annual Count the Lights program.
3. Develop program options for 2019.