

**Town of Superior  
Historical Commission  
2019 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. Go through current collection of items for cataloging and filing and prioritize them. Once prioritized, work to complete the high priority items by the end of 2019. Explore opportunities to work with an intern/volunteer to assist with this 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 and seasonal activity guide.
6. Design and publish the program brochure by April 2019. As well as increase communication to the public through mailings and create a calendar of events.
7. Consider participating in the annual Colorado Preservation Inc. Conference in Denver and continue participation in ANFRM and Boulder Heritage Roundtable.
8. Begin planning process for hosting annual Spring Program.
9. Establish 2019 quarterly exhibits and how the museum is laid out.
10. Explore the potential for developing and conducting audio tours for historic sites in Town.
11. Temporary working group make final decision on phase one for Cemetery improvements.
12. Work on a proposal to send to Boulder County Open Space requesting permanent signage to be placed at the Industrial Mine site.
13. Work with OSAC on the Shan Shan trail head naming project.

**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. Complete the firetruck photo shoot with Lafayette.
5. Develop 2020 budget recommendation, and revisit the Long Term Planning list.
6. Continue monitoring the condition of the structures in Grasso Park and make repairs as necessary.
7. Participate in the annual Boulder County Historic Roundtable award program.
8. Continue to refine the process for accepting monetary donations and donated items to the Museum's collection.
9. Coordinate the installation of farm equipment signs in Grasso Park.
10. Explore options for an annual maintenance plan for the continued upkeep of the Grasso Park jail cell.

11. Determine the need for updating the Historic Building Survey.
12. 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.
13. Plan for and coordinate logistics for annual Tombstone Tour if conditions allow.
14. Coordinate participation in neighboring community parades.

**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 an annual winter program at the museum.
3. Host field trips for second grade classes from area schools.
4. Reach out to the secondary schools in the area for student history project help.
5. Host annual Tombstone Tour if conditions allow.
6. Review 2019 budget expenditures.
7. Provide input for planning of eventual Hake Homestead park area.
8. Explore local and national register nomination for the Industrial Mine site.
9. Explore grant opportunities for future projects.

**Fourth Quarter:**

1. Host a winter program at the museum.
2. 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.
3. Revisit the Long Term Plan and suggest new items for 2020.