

NON-CODE ORDINANCE

By: Museum  
Introduced: 10/25/10  
Public Hearing: 11/08/10  
Adopted: 11/08/10

**CITY OF WASILLA  
ORDINANCE SERIAL NO. 10-39**

**AN ORDINANCE OF THE WASILLA CITY COUNCIL AMENDING THE FY 2011 MUSEUM BUDGET BY ACCEPTING AND APPROPRIATING \$4,000 FROM THE RASMUSON FOUNDATION.**

---

**Section 1. Classification.** This is a non-code ordinance.

**Section 2. Purpose.** To amend the FY11 Museum budget by accepting and appropriating funds from the Management Assistance Grant awarded by the Rasmuson Foundation to the Dorothy G. Page Museum.

**Section 3. Appropriation.** The funds are appropriated to the following:

001.4510.451.50-90	Other Purchased Services	\$ 4,000
--------------------	--------------------------	----------

**Section 4. Source of Funds.**

001.4500.364.70-00	Contributions/Rasmuson Grant	\$ 4,000
--------------------	------------------------------	----------

**Section 5. Effective date.** This ordinance shall take effect upon adoption by the Wasilla City Council.

ADOPTED by the Wasilla City Council on November 8, 2010.

  
\_\_\_\_\_  
VERNE E. RUPRIGHT, Mayor

ATTEST:

  
\_\_\_\_\_  
KRISTIE SMITHERS, MMC, City Clerk

[SEAL]

VOTE: Harris, Holler, Katkus, Menard, Sullivan-Leonard, and Woodruff in favor.



**CITY OF WASILLA  
LEGISLATION STAFF REPORT**

**Ordinance Serial No. 10-39: AMENDING THE FISCAL YEAR 2011 MUSEUM BUDGET BY ACCEPTING AND APPROPRIATING \$4,000 FROM THE RASMUSON FOUNDATION.**

**Agenda of:** November 8, 2010

**Date:** October 11, 2010

**Originator:** Bethany Buckingham, Curator *bb*

Route to:	Department	Signature/Date
X	Recreation & Cultural Services Manager	
X	Finance Director	<i>[Signature]</i> 10/12/10
X	Interim Deputy Administrator	<i>[Signature]</i>
X	City Clerk	<i>[Signature]</i>

**REVIEWED BY MAYOR VERNE E. RUPRIGHT:** *[Signature]*

**FISCAL IMPACT:**  yes  no

Funds Available  yes  no

**Account name/number:** Expense Account 001.4510.451.50-90  
Revenue Account 001.4500.364.70-00

**Attachments:** Project Cover Letter (1p)  
Grant application summary of work to be completed by conservator. (2 pp)  
Grant Agreement from Rasmuson Foundation (2 pp)

**SUMMARY STATEMENT:** The Museum is requesting to amend our FY11 budget to accept funds from the Rasmuson Foundation to pay the salary of Seth Irwin, paper conservator. The Museum is part of a program from the Alaska State Museum to bring a professionally trained conservator to small Alaska museums. Mr. Irwin is in Wasilla to repair and clean one 1917 architectural drawing and one 1910 Sleem Map that are important to interpreting the history of this area. (See attached for more information). Mr. Irwin will also train museum staff in the proper cleaning and storage of rare books as well as construction of clam shell boxes for storage. He will also conduct an assessment of the museum's paper collections and assist with best practices care and storage recommendations.

**STAFF RECOMMENDATION:** Approve the adoption of Ordinance Serial No. 10-39 which accepts and appropriates the \$4,000 from the Management Assistance Grant awarded by the Rasmuson Foundation to the Dorothy G. Page Museum.

Rasmuson Foundation Management Assistance Grant  
Performance Management Program

**Cover Letter**  
**July 30, 2010**

To the Grant Review Committee:

The Rasmuson Foundation funded a project to bring paper conservator, Grace White, to three Alaskan museums for six weeks in February and March, 2009. The extraordinary success and long-time benefit of the conservator's work at these institutions last winter has spurred excitement throughout the Alaskan museum community. To guarantee our state's history for future generations of Alaskans and build on the success of last year's grant, the Alaska State Museum is again organizing a project to bring another professional paper conservator, Seth Irwin, to spend approximately 4 weeks at various venues around the state.

The Dorothy G. Page Museum has elected to participate in this program October 4 – 29, 2010. Mr. Irwin will be working on conserving a 1910 D.H. Sleem Map of Alaska including the Willow Creek Mining area, as well as a 1917 map of the town site lots of Wasilla. These documents offer a unique look into the history of Wasilla and the surrounding communities. The items have tears, rips, tape residue and water damage. Repair of these items will help preserve Wasilla's history since these are the only copies the museum owns and displays. Mr. Irwin has also agreed to give two seminars during his stay for the general public on the proper storage and protection of photographs. He will also be training museum and library staff during his stay on proper conservation techniques for photographs, removing labels and proper storage and handling of photographs.

Investing in our museum's collection now protects the knowledge of our cultures and history, enriches our communities, our state's cultural organization's effectiveness, and the future generations of Alaska. We are excited about the opportunity to work with Seth Irwin and for the chance to collaborate with other Alaskan institutions.

Thank you for your consideration of this application.

Sincerely,

Bethany Buckingham  
Curator  
Dorothy G. Page Museum  
Wasilla, Alaska

Dorothy G. Page Museum

Rasmuson Foundation Grant Proposal  
Organizational Advancement Fund  
Management Assistance Program

Project Summary

The Rasmuson Foundation funded a project to bring paper conservator, Grace White, to three Alaskan museums for six weeks in February and March, 2009. The extraordinary success and long-time benefit of the conservator's work at these institutions last winter has spurred excitement throughout the Alaskan museum community. To guarantee our state's history for future generations of Alaskans and build on the success of last year's grant, the Alaska State Museum is again organizing a project to bring another professional paper conservator, Seth Irwin, to spend approximately 4 weeks at various venues around the state. Paper conservators are highly skilled and possess specialized training that no one in Alaska currently has.

Museums often have a large collection of paper based objects such as: photographs, rare books, diaries, maps and special documents including: letters, public records, manuscripts, and legislation. Because museum collections are held in public trust, each museum and cultural institution that has a collection has an ethical and legal obligation to provide the best care possible for their objects.

Mr. Irwin will assess the collection at each location and give recommendations for its continuing care, create specialized storage environments for specific items, offer staff training to ensure proper care, and undertake a range of conservation treatments particular to the collection and its needs. The information he provides will form the basis for future grant proposals to care for our collections.

The Mission of the Dorothy G. Page Museum is to identify, collect, preserve, research, interpret and exhibit the cultural and historical heritage of the Wasilla, Knik and Willow Creek Areas. The Museum houses various collections including maps, archival documents, photographs, and objects that tells the story of living in and around Wasilla.

Two important objects related to our mission include a 1910 Map of Central Alaska by D.H. Sleem and a 1917 map of the town site lots of Wasilla.

The Sleem map currently hangs in the museum next to the replica of the Knik trading post. It shows the location of many of the mines in the Willow Creek area and around central Alaska. Currently the map has tears, rips, tape residue and is housed in a poorly constructed frame that offers little protection. This map provides vital information to visitors about the rich mining history of Alaska. Through Mr. Irwin's conservation efforts, we hope to provide a better view of Alaska mining in the Willow Creek area.

Our second project includes a 1917 map of the original Wasilla Town Site. It had been on display for years in the gallery and is suffering from water damage, fading, tape residue and rips. This map is an excellent source and the only source of information on the original town site that the city has. It is our hope through conservation efforts to be able to digitize the information for future use in brochures, online research and displays. We plan to display the town site document with information about the cost of the town site and the model of 1917 Wasilla. These three components together would help visitors understand where many of our historical buildings were originally located and offers a glimpse into the town's history.

Every year the Dorothy G. Page Museum welcomes over 600 students on school field trips and over 8,000 visitors. Many of the students and our civic groups come to learn about Alaskan history as well as about their community. The Museum strives to meet these educational goals by providing information, engaging exhibits and a memorable museum experience.

The Museum staff currently consists of one full time curator, one full-time seasonal staff member and one temporary seasonal staff member. This small staff is responsible for care and conservation of collections, planning and fabricating exhibits, planning and execution of public relations, media and special events, providing guided tours and the care and preservation of eight historic buildings. The curator is the only professionally trained staff member, with the other two staff members learning museum skills with on-the-job training conducted by the curator. The addition of Mr. Irwin to the Museum staff for this short amount of time will provide more professional training to all staff members. We will be better equipped to care for our photographic and archival collections. It will also allow the museum the opportunity to provide information to the general public about preservation of photographic collections. Some of which may end up at the museum for future generations of Alaskans.

Funding from the Management Assistance Program grant will cover Seth Irwin's travel to the venue, his professional fees, and supplies for the project. The Dorothy G. Page Museum will provide housing, and staff time as necessary. We respectfully submit this grant application to *fund \$5,000*.

The goal of this project is to ensure the longevity of Alaska's cultural resources, knowledge, and history for future generations through staff training and collections care based on professional and industry standards. Guaranteeing that this information is available to all Alaskans will provide enrichment and pride for our communities, education for our state's future, and opportunities for exploration and continued development of our understanding of Alaska.



September 30, 2010

301 W. Northern Lights Blvd.  
Suite 400  
Anchorage, AK 99503

907.297.2700 *tel*  
907.297.2770 *fax*  
877.366.2700 *toll-free in Alaska*  
rasmusonfdn@rasmuson.org *email*  
www.rasmuson.org

Ms. Bethany Buckingham  
Curator  
City of Wasilla - Dorothy G. Page Museum  
323 N. Main Street  
Wasilla, AK 99654

Dear Ms. Buckingham:

I am pleased to inform you that City of Wasilla - Dorothy G. Page Museum has been awarded a Management Assistance grant of up to \$4,000 to bring Paper Conservator, Seth Irwin to Wasilla, Alaska for intensive training and conservation projects.

We would appreciate it if two officials from your organization would acknowledge receipt of this grant and agreement with its terms by October 20, 2010. We have provided a grant agreement for this purpose.

This is a reimbursable grant, payable upon receipt of a final report narrative, actual receipts, and a payment request form. Please submit these within 60 days of the event or project. The payment request form may be found on the Foundation's web site, [www.rasmuson.org](http://www.rasmuson.org). Please reference Grant Number 5852 in all correspondence regarding this award.

The Arts and Culture Initiative is a program designed to strengthen cultural institutions across the state, encourage the development of creative work, and increase public access to and participation in cultural experiences.

If you have any questions about the award requirements please contact Aleesha Towns-Bain at (907) 297-2875 or (877) 366-2700 toll-free in Alaska, or by e-mail at [atowns-bain@rasmuson.org](mailto:atowns-bain@rasmuson.org).

We are pleased to share in your commitment to the arts in Alaska through your participation in the Initiative.

Best regards,

Diane Kaplan  
President

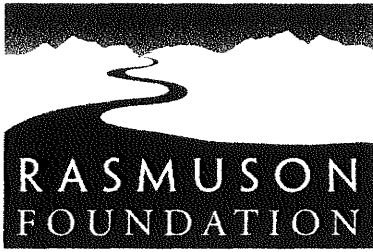
BOARD of  
DIRECTORS

Edward B. Rasmuson  
*Chairman*  
Morgan Christen  
Jeff Cook  
Douglas Eby  
Adam Gibbons  
Lile R. Gibbons  
Anthony Mallott  
Roberta Quintavell  
Cathryn Rasmuson  
Judy Rasmuson  
Mary Louise Rasmuson  
Natasha von Imhof

PRESIDENT  
Diane Kaplan

Enc. (1)

RF grant number 5852



**GRANT AGREEMENT**

**Grantee:** City of Wasilla - Dorothy G. Page Museum  
**Project:** Travel support to bring Paper Conservator, Seth Irwin to Wasilla, Alaska.  
**Total award:** Up to \$4,000  
**Grant type:** Organizational Advancement Fund  
**Date of award:** September 29, 2010 **Grant number:** 5852  
**Award detail:** Management Assistance grant of up to \$4,000 to bring Paper Conservator, Seth Irwin to Wasilla, Alaska for intensive training and conservation projects.

This grant award is a part of the Arts and Culture Initiative. It is a reimbursable award for expenses that the organization has paid in advance for the project indicated above. The grant is payable up to the award amount. The actual amount will be determined and paid based upon receipt of a final report narrative, actual expense receipts, and a payment request form. The form may be found on the Foundation's web site: [www.rasmuson.org](http://www.rasmuson.org). Submit these within sixty days of the event or project. Reimbursement will not be made without receipts.

Grant payments are bundled and paid at the end of each month. Payment requests received after the first of the month will be paid at the end of the following month.

All funds are to be expended for the purpose indicated in the grant application. The grantee must adhere to Foundation policies regarding payment. There are no extensions, revisions, or reallocations allowed with this type of grant. The grant will be closed at the time of payment.

Please acknowledge receipt and terms of this grant agreement with signatures from two officials from your organization (i.e., CEO/Executive Director and Chair, Board of Directors; Mayor and City Manager; IRA Council President and Tribal Administrator; or Chancellor and Dean/Director). Notify the Foundation in writing if the officials who sign this form leave office, and provide the new names and titles of their replacements.

*By signing this document, the grantee agrees to accept the conditions of this grant award, and to comply with the Foundation's reporting expectations. Please sign and return this agreement to the Foundation by the date stated in the cover letter. Retain a copy for your records.*

**By:** \_\_\_\_\_  
 Typed Legal Name of Organization

\_\_\_\_\_  
 Signature Date

\_\_\_\_\_  
 Typed Name and Title

\_\_\_\_\_  
 Signature Date

\_\_\_\_\_  
 Typed Name and Title