



## **PARKS, RECREATION, AND CULTURE REGULAR MEETING**

April 1, 2025 - 6:00 PM

Public Services Facility 922 N. 15th Street Windsor, CO 80550

### **AGENDA**

#### **A. CALL TO ORDER**

1. Roll Call
2. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration
3. Liaison Reports
  - Town Board Liaison
  - Weld RE-4 School District
4. Public Invited to be Heard

#### **B. CONSENT CALENDAR**

1. Minutes (March 4, 2025)

#### **C. BOARD REVIEW/DISCUSSION**

1. Tour of Collections Facility
2. Potential Museum Accession Item
3. Museum Strategic Plan

#### **D. COMMUNICATIONS**

1. Staff
2. Board

#### **E. ADJOURN**

The Town of Windsor will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 674-2400 by noon on the Thursday prior to the meeting to make arrangements.



## Parks Recreation & Culture Regular Meeting

March 4, 2025 - 6:00 PM  
Art & Heritage Center  
116 5<sup>th</sup> Street, Windsor, CO 80550

### MINUTES

#### A. CALL TO ORDER

#### **MS. BOUCHARD CALLED THE MEETING TO ORDER AT 5:59 PM**

##### 1. Roll Call

Present: Vanessa Bouchard/Chair  
Jim Giffin  
Jean Labus  
Patrick Lightfoot  
Nick Mask  
Michael Nagl

Mark Leach – School Board Liaison (Absent)  
Ken Symsack – Town Board Liaison

Also Present: Tara Fotsch – Director PRC  
Kendra Martin – Operations & Facilities Manager  
Wade Willis – Open Space & Trails Manager  
Chris Bates – Art & Exhibit Specialist  
Kristy Zulkoski – Administrative Specialist

- Welcome to Jim Giffin – Windsor resident for past six years, moved from South Lake, TX., to be closer to family, worked in the corporate field, lived in numerous states, retired twenty-three years ago, really love the community, serve on HOA and the Rotary Club, was part of the first class of Windsor Academy and gained more interest in Town government, brings an investment perspective to the board

##### 2. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration

**MS. LABUS MOVED TO APPROVE THE AGENDA AS PRESENTED. MR. GIFFIN SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.**

##### 3. Liaison Reports

- Town Board Liaison/Ken Symsack
  - Discussion on rezoning and maintenance, especially by the new middle school area off of 15<sup>th</sup> Street, concerns crossing over railroad tracks will be addressed
  - Sworn in three new Officers and one Community Service Officer
  - Reviewed Parking Master Plan in a work session – doing very well for what we have now, but discussions on being proactive as Windsor grows
  - Focus on water and sewage capacity, trying to expedite the new Waste Water Treatment Facility, which will hopefully open by 2028
  - Special Election results – all charter amendments passed, very clean and constitutional now, marijuana initiative did not pass

- Weld RE-4 School District/Mark Leach
  - No Report

4. Public Invited to be Heard

- No Report

B. CONSENT CALENDAR

1. Minutes from February 4, 2025

**MR. LIGHTFOOT MOVED TO APPROVE THE FEBRUARY 4, 2025, MINUTES AS RESENTED. MR. GIFFIN SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.**

C. BOARD REVIEW/DISCUSSION

1. Public Art Presentation/Chris Bates

- Culture – A complex concept that refers to the shared beliefs, values, and behaviours of a group of people, it includes language, food, music, art and religion, culture is dynamic and evolves over time
- To build community through creativity and discovery
- Art & Heritage Center, Collections, Museums at Boardwalk Park which will be revamped with gutting the depot and improving landscpaing
- Has been with Town since last April as the Art & Exhibit Specialist, focus on the A&H Center gallery and display cases at CRC, taking over the Public Art Program, artist/muralist, painted mural on Main and 4<sup>th</sup> Street, lead the Eastman Skatepark mural and participated in Art Live
- Culture staff – three full-time and four part-time staff
- Offer youth programming, events and exhibitions
  - Education for Pre K-5<sup>th</sup> grade, classes, camps, tours, field trips
  - Cemetery Tours
  - Gallery exhibitions, K-5 Art Show, High School Show, traveling art shows, Community Art Show (visual and poetry), Art Live at various community events, future homeschool art show
- Public Art Program
  - Receives \$100,000 annually for all public art operations which comes from the Town Board Community Budget, portion of property tax
  - Windsor Arts Commission is pushing for 1% of all capital projects over \$50,000 or future developments/neighborhoods in order to incorporate public art, will be presenting to Town Board next week, currently researching similar programs around Colorado for all funding options, expanding outreach oportunties and partnerships
  - Mural Grant Match Program – Public Art Fund pays \$5,000, business pays \$1,000, if located downtown, WDA will fund \$5,000 as well





- Mr. Lightfoot inquired what funding option would Mr. Bates ultimately suggest
  - A hybrid of both, for example, \$80,000 budget annually and a 1%, anything that is being built in Windsor, public art is already recognized as an inclusion
- Mr. Nagl inquired about how to protect from vandalism
  - For the most part, it doesn't happen to art, do have some concern about future Sculpture on Loan Program on the west side of Windsor Lake, but working out the details to hopefully prevent
- Ms. Bouchard shared her appreciation for the art around town, inquired what the goal is for next three to five years
  - Create a thriving creative community, maintenance plans for current and future pieces, expansion of offerings, providing more opportunities, encouraging and engaging kids
  - Ms. Labus suggested using kid artists to promote Bio Blitz
  - Ms. Fotsch – one of the Town Board's goals is to enhance a creative culture, construction documents for the creamery building, has resurfaced as a budget item for a maker's/programming space, will present again to Town Board
  - Windsor Arts Commission (WAC) is under the culture division, very vibrant group, meets monthly
  - New signage at CRC is being paid from recreation center budget/enterprise fund, discussion around public art in roundabouts to reduce plantings/maintenance
- Mr. Symsack – Art is an investment into an asset that more than likely appreciates
- Mr. Giffin inquired to what degree is public art plugged into corporate benefactors
  - Not at all currently, implemented Re-Imagine Windsor Foundation for donation opportunities, working to get pushed out and promoted, limited due to staffing

## 2. Election of Officers

- Current Positions voted on annually
  - Chair – Ms. Bouchard
  - Co-Chair – Vacant

**MS. LABUS MOVED TO NOMINATE MS. BOUCHARD FOR CHAIR. MR. GIFFIN SECONDED THE MOTION. MS. BOUCHARD ACCEPTED. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.**

**MS. LABUS MOVED TO NOMINATE MR. MASK FOR CO-CHAIR. MR. LIGHTFOOT SECONDED THE MOTION. MR. MASK ACCEPTED. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.**

## D. COMMUNICATIONS

### 1. Staff

- Ms. Martin
  - Working on Summer Activity Guide
  - Planning for programming at Kyger
  - Met to review bids for future facility study, will interview top firms, PReCAB will be highly involved in the process in the coming months
  - Summer Hiring Fair is March 13<sup>th</sup> from 4:30-6:00 pm at the CRC, can apply there, volunteer opportunities available
  - Rec Center is at 6,500 members, cleaned up some older/non-active memberships and Silver Sneakers, finding a more accurate number
  - Hired two supervisors, lots of training and touring the town
- Mr. Willis
  - Volunteer Impact Report has been released – overall summary as of the end of last year, Ms. Fotsch will send out a copy to all
  - Moving forward with property acquisition, will be paid for by the end of month
  - Kyger Open Space moving along well, contractors started putting in rock protection for the bank, fishing improvements are complete, water department identified a more efficient way to bring water in, possibly install a new pipe, not sure when it will fill up, snow pack is looking decent, shade structures – pour concrete pads in about two weeks, Mr. Bates is looking into building permits, install in about three weeks
- Ms. Fotsch
  - Eighteen bids received for North Campus Park around new middle school, narrowed down to four, will hold interviews
  - Have been using the same cost recovery program for the past twenty years, taking a shift on how goals and percentages are set, past lookback and focus on future outlook
  - Museum Strategic Plan – will present to Town Board in April, will bring draft to PReCAB
  - Eaton House and Dickey Farmhouse – lot of issues, asbestos, lead paint, electricity, barn is upright and painted correctly, awarded contract to Empire Carpentry to do the Halfway House, Infusion Architects have stepped in to help fill the gaps from last architect
  - Future Agenda topics – youth sports growth, cemetery tour in October, send additional suggestions send to Ms. Fotsch
  - Main Park playground was awarded to Altitude Recreation

### 2. Board

- Ms. Bouchard
  - Grateful for the new location for additional Camp Windsor at NoCo Sports facility, thank you to the staff for looking into this and making it happen for so many more families
    - This will be a great opportunity to look at for the future facility study, what is the need, possibility for a before and after school program as well
- Mr. Mask
  - Thank you to Mr. Bates for making the School Art Show happen, really special for the students and families
  - Interested in why Windsor is saturated in soccer vs. the national numbers, does visibility of sports fields play a part in it

- Mr. Warner has looked into the statistics, all other sports have plateaued while soccer continues to grow, looking at field space and partnerships or what can the Town do to maximize available space and timing of offering, lack of lighted fields causes issues with scheduling
- Hoping others will be attending the Great Outdoor Colorado dinner, unable to attend, after doing some research, feels like Windsor is under represented in grants that GOCO gives in comparison to Greeley and Larimer County itself, third fastest growing entity in Colorado is Windsor between 2020-2024, opportunities to preserve open space may be quickly vanishing
  - GOCO is a great supporter and will sometimes retroactively award grant money, don't often have the staffing and timing to continually apply for grants, max is about \$1M for land
- Inquired about the fish habitats at Kyger
  - One of the best volunteer events after posting to the community, created structures with pipe, spoke to Parks & Wildlife for adding more fish
- Mr. Lightfoot
  - Biggest need for hiring knowing past difficulties for finding aquatics staff
    - Looking very good as of now, Camp will be looking for more staff in the coming months

E. ADJOURN

**MR. MASK MOVED TO ADJOURN. MS. LABUS SECONDED THE MOTION.  
MEETING WAS ADJOURNED AT 7:37 PM**

Submitted by: Kristy Zulkoski/Administrative Specialist

\_\_\_\_\_  
Name/Board Chair

\_\_\_\_\_  
Date



Town of Windsor  
 Department of Parks, Recreation, and Culture  
 Culture Division  
 116 5<sup>th</sup> Street, Windsor, Colorado 80550

## Potential Acquisition Form

The following object(s) are presented for acquisition into the Town of Windsor Museums’ Permanent Collection. By approving the acquisition, The Town of Windsor understands the ethical duties and responsibilities that come with holding the Museum’s collection in the public trust.

**Potential Acquisition No.**  
**2025-001**

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### Description and Provenance of Object(s):

(1) Silver tea/coffee set for the “High-10 Great Western Sugar Beet Producer for Loveland G.W. Factory.” “WM. Rogers & Son Silverplated Holloware. Article No. 2001. Spring Flower Coffee Pot. A Product of International Silver Company, Meriden, Connecticut 06450.”

(1) Tea/coffee pot with flower and curved details and an attached lid. Inscribed on the front of the teapot are three stars, below that is “High Ten Crower Award. 1976. Neill Brunner. The Great Western Sugar Company. Loveland.”

(1) Sugar dish with flower and curved details, possible lid missing and small spoon or tongs. Inscribed on the front is one star, below that is “Neill F. Brunner. Loveland.” Inscribed on the back side is “The Great Western Sugar Company. High Ten Grower Award. 1973.”

(1) Cream pitcher with flower and curved details. Inscribed on the front of the pitcher are two stars, below that is “Neill F. Brunner. Loveland.” Inscribed on the back side is “The Great Western Sugar Company. High Ten Grower Award. 1974.”

Inside the teapot, sugar dish, and pitcher it is a faded gold color with some light scratches.

Source:  Donation     Staff Acquired     Transfer / Exchange     Purchase

### Criteria for Acceptance:

Aligns with Museum’s Mission and collections objectives

Good physical condition

Proper care can be given, i.e. conservation, preservation, storage, exhibition

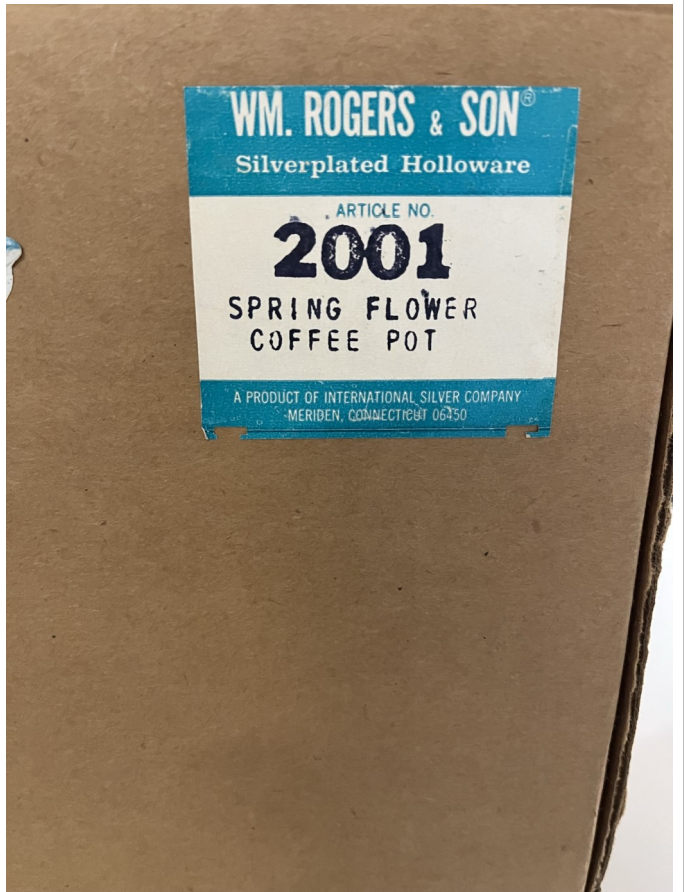
Fills a gap in the collection

Has established provenance/story

Form completed by: Maya Barboa-Ojinaga, Museum Ed. Specialist

Date: 01-14-2025

Image of Object(s)





Town of Windsor  
 Department of Parks, Recreation, and Culture  
 Culture Division  
 116 5<sup>th</sup> Street, Windsor, Colorado 80550

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**Potential Acquisition No.**  
**2025-002**

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**Description and Provenance of Object(s):**

(1) Color photograph, of a man in a police uniform standing next to a police car. “Pictured: Sergeant Jerry Selzer, Location: west side of Windsor Town Hall, 301 Walnut St. Windsor, CO, Date: c. 1988.”

(1) Color photograph of a group of police officers, standing in the center of two police cars. “Pictured left to right: Chief John Michaels, Reserve Officer Paul Jaramillo, Officer Bob Chavez, Officer Glenn Smith, Officer Jerry Selzer, Secretary Mary Trettenero, Officer Steve Newsome, Code Officer Carol Martinez, Reserve Officer Mike Tournai, Officer Bea Jimenez, Reserve Officer Louis Kelly, Location: Windsor Main Park, 300 Locust St. Windsor, CO, Date: c. 1983.”

(1) Color photograph of a group of police officers standing on an outdoor staircase. “Pictured: Left to Right, Stairs— Officer Ron Scot, Officer Glenn Smith, Sergeant Jerry Selzer, Officer Richard “Dick” Zeigler, Officer Richard Klimek, Officer Paul Sheridan; Ground— Reserve Officer Louis Kelly, Officer Brett Bloom, Secretary Mary Trettenero, Code Officer Vicki Smith, Chief John Michaels, Location: east side of Windsor Town Hall, 301 Walnut St. Windsor, CO, Date: c. 1986.”

Source:  Donation     Staff Acquired     Transfer / Exchange     Purchase

**Criteria for Acceptance:**

Aligns with Museum’s Mission and collections objectives

Good physical condition

Proper care can be given, i.e. conservation, preservation, storage, exhibition

Fills a gap in the collection

Has established provenance/story

Form completed by: Maya Barboa-Ojinaga, Museum Ed. Specialist

Date: 01-14-2025

Image of Object(s)





Town of Windsor  
 Department of Parks, Recreation, and Culture  
 Culture Division  
 116 5<sup>th</sup> Street, Windsor, Colorado 80550

## Potential Acquisition Form

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**Potential Acquisition No.**  
**2025-003**

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### Description and Provenance of Object(s):

- (1) Book, "Dimpled Hands, Pictures & Rhymes for Chubby Pets, Illustrations in Co or & Photogravure, Boston, DeWolfe, Fiske & Co." Circa 1893. Inside the cover is written in cursive, "Gladys Dickey" in pencil.
- (1) Book, "The New American Children's Annual, W.B. Conkey Company, New York-Chicago." Circa 1900. Inside the cover is written in cursive, "Gladys Dickey" in pencil.

Source:  Donation     Staff Acquired     Transfer / Exchange     Purchase

### Criteria for Acceptance:

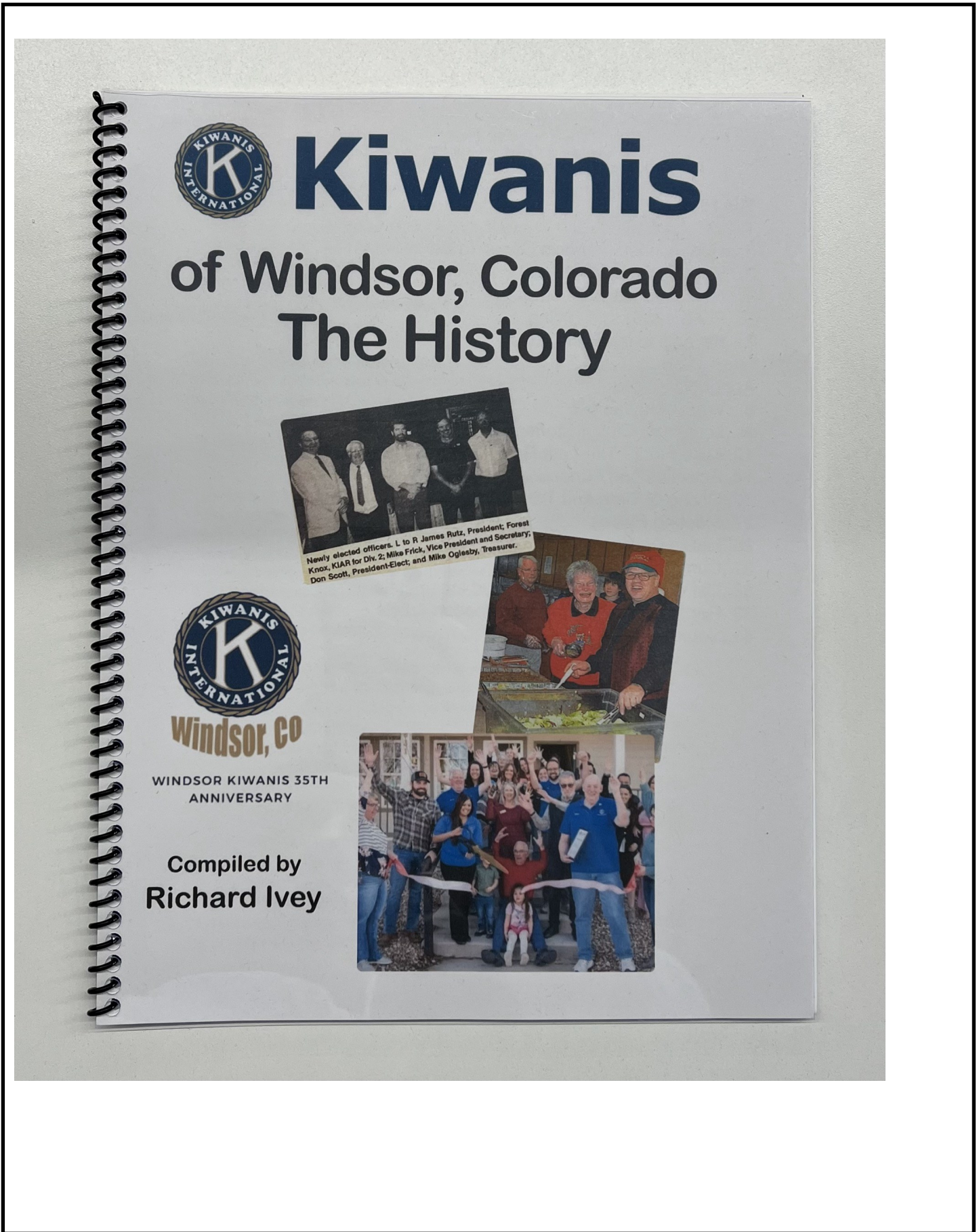
- Aligns with Museum's Mission and collections objectives
- Good physical condition
- Proper care can be given, i.e. conservation, preservation, storage, exhibition
- Fills a gap in the collection
- Has established provenance/story

Form completed by: Maya Barboa-Ojinaga, Museum Ed. Specialist                      Date: 01-14-2025

Image of Object(s)







Board Decision

Parks, Recreation, and Culture Advisory Board (PReCAB):

Accept into Museum's Permanent Collection     Decline

Date: \_\_\_\_\_

Town Board

Accept into Museum's Permanent Collection     Decline

Date: \_\_\_\_\_



Town of Windsor  
 Department of Parks, Recreation, and Culture  
 Culture Division  
 116 5<sup>th</sup> Street, Windsor, Colorado 80550

## Potential Acquisition Form

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**Potential Acquisition No.**  
**2025-005**

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**Description and Provenance of Object(s):**

Rug puller, found within the walls of the Dickey Farm House during restoration in 2024.

Imprinted: “MFC J.N. Hinkle Columbus Ohio.”

According to the McLeod According to the McLeod County Historical Society in Hutchinson, MN: “Two-part cast iron carpet stretcher. Long ratchet extension bar with two teeth fits into a wide rake type piece with 23 teeth. A wooden handle could be used. Mfg. by J. N. Hinkle Co., Columbus, Ohio. From the 1880s.”

According to another source, “Hinkle pipe wrenches and carpet stretchers show up occasionally, but little information is available. There is a patent for a soap mill number 786,125. There are 2 Hinkle carpet stretchers with one being a Leonard Hinkle of Indianapolis, Indiana number 456,001 and the other Columbus, Ohio without record. There is a notice in 1906 that Jessie Hinkle is building a factory at Buttles and Michigan Avenue in Columbus, Ohio to manufacture carpet stretchers. The address matches up with the 1909 wrench advertisement.”

It seems that a John N. Hinkle was manufacturing other iron tools in Columbus, OH around the same time as this carpet stretcher began to appear on the market.

The carpet stretcher by L. Hinkle was patented in 1887 in Indianapolis, IN. There is not a record of a patent for a carpet stretcher by J.N. Hinkle in Columbus, OH.

Source:  Donation  Staff Acquired  Transfer / Exchange  Purchase

**Criteria for Acceptance:**

Aligns with Museum’s Mission and collections objectives

Good physical condition

Proper care can be given, i.e. conservation, preservation, storage, exhibition

Fills a gap in the collection

Has established provenance/story

Form completed by: Maya Barboa-Ojinaga, Museum Ed. Specialist

Date: 03-17-2025

Image of Object(s)





Town of Windsor  
Department of Parks, Recreation, and Culture  
Culture Division

## Potential Acquisition Form

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**Potential Acquisition No.**  
**2025-006**

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### Description and Provenance of Object(s):

Collection of over 144 archival records from the Windsor-Severance Historical Society. This collection includes photographs, records related to the farmer statue, newspaper clippings, meeting minutes, and other documents related to the organization between the 1970s and 2010s. Full inventory attached. Duplicate objects already within the permanent collection will be used in the Education Collection.

Source:  Donation     Staff Acquired     Transfer / Exchange     Purchase

### Criteria for Acceptance:

- Aligns with Museum's Mission and collections objectives
- Good physical condition
- Proper care can be given, i.e. conservation, preservation, storage, exhibition
- Fills a gap in the collection
- Has established provenance/story

Form completed by: Maya Barboa-Ojinaga, Museum Ed. Specialist

Date: 01-06-2025

Object name:	Description:
<b>Newspaper Collection</b>	
Newspaper, whole	Sandia Lab News 11-8-1996
Newspaper, Special Edition	1890-1990 Windsor Centennial, 32 pages
Newspaper, full page	Greeley Tribune People section handwriting article 6-21-1984
Newspaper, Front Page	Greeley Tribune Front Page 1-28-1983 6 Local Residents Die
Newspaper, Whole	Windsor Beacon 1-26-1989 Addressed to W Miller
Newspaper, Whole	Windsor Beacon, 11-30-1989
Newspaper, Whole	Windsor Beacon, 8-4-1988 addressed W Miller
Newspaper, Whole	Windsor Beacon, 7-14-1988 addressed W Miller
Newspaper, Whole	Windsor Beacon, 7-28-1988 addressed W Miller
Newspaper, Whole	Windsor Beacon, 6-23-1988 addressed W Miller
Newspaper, Whole	Windsor Beacon, 3-23-1989 addressed W Miller
Newspaper, Whole	Windsor Beacon, 4-6-1989 addressed W Miller
Newspaper, Whole	Windsor Beacon 3-26-1992
Newspaper, Whole	Windsor Beacon 4-2-1992
Newspaper, Whole	Windsor Beacon 1-23-1992
Newspaper, Whole	Windsor Beacon 3-19-1992
Newspaper, Whole	Windsor Beacon 9-2-1976
Newspaper, Section 2	Windsor Beacon 5-19-1977
Newspaper, Whole	Windsor Beacon 8-26-1982 addressed to Henry Rutz
Newspaper, Whole	Windsor Beacon 8-18-1977
Newspaper, Whole	Windsor Beacon 12-22-1977
Newspaper, Whole	Windsor Beacon 12-4-1980
Newspaper, Whole	Windsor Beacon 5-19-1977
Newspaper, Whole	Windsor Beacon 6-2-1977 (2 copies)
Newspaper, Centennial Edition	Loveland Reporter Herald 3-26-77 Centennial Edition
Newspaper, full page	Greeley Tribune 7-3-1959
Newspaper, clipping	The Senior Voice 3-2003 Pioneer Women article
Newspaper, Whole	Keene Valley Sun 10-26-1978 addressed W Miller
Newspaper, full page	Greeley Tribune, People Section, 2-18-1992
Newspaper, full page	Westword, 1-26-1988
Newspaper, clipping	Windsor Beacon 4-23-1987
Newspaper, Whole	Keene Valley Sun 8-25-1977 addressed W Miller
Newspaper, full page	Greeley Tribune 3-24-1985
Newspaper, clipping	Unknown publication 3-25-04 "3,000 square foot museum"
Orange File Folder	photo copies of newspaper clippings, Quit Clain deed, planning procedure manual
Newspaper, full page	Windsor Beacon 12-22-1977 "Windsor Girls Lose Squecker"
Manila File	Photo copies of scrapbook pages

## Library Collection

Book	Highlights in the History of Windsor Colorado, Golden Jubilee Edition, 1940
Book	(7) copies of Stories of Windsor and its People, 1999/2000
Book	A Walk Through Windsor, 1940-1980
Book	(3) copies of Tales of Tailholt; The story of Severance
Book	That the Future May Learn from the Past, compined book of Highlights in the History of Windsor and A walk Through Windsor
Book	America-Born on the Fourth of July; Windsor, Colorado-Born in 1890
	Windsor Civic Committee Project; Preserve & Restore the Colorado & Southern Railroad Depot in Windsor Colorado, August 19, 1975, submitted by Robert W. Hogan, President. Red cover
Book	Loose pages, "Gene Morey Chapter"

## WSHS Statue

Photograph	(6) photographs mounted on foamcore of statue and/or artist
Handout	Take your Place in Windsor's History!; Immortalize your name for Generation to Come! Becoming a "premier History Supporter"
Article	printed digital article "A Word from WSHS:" about statue progress pages 3 of 5 and 4 of 5
Letter	to Kelly Arnold, Re: Windsor Town Board outside agency fund request; from WSHS dated November 12, 2015

## Photograph Collection

Postcard	Color photograph postcard with aerial view on top and image of Windsor Depot museum on bottom
Photograph, color	lage of two blue chairs in foreground with long table on small stage with yellow and white lace tablecloths. Partial view of wall mounted display cae with figureines, clows, and snowglobes on display View on display cae with stamps laying on bottom shelf. Top of glass case has a wood box with lock, black notebook, and stamp holder. Image of wood desk, mission style, with wound wood stool. Two binders on desk with various images on desk.
Photograph, black & white	Original, Portrait of man and woman with hands resting on back of chair. Both wearing glasses, older couple, woman's left hand is resting on top of man's right hand.
Photograph, black & white	Original, Image of woman standing in grass in front of leafy tree. Woman is wearing a dress with a drop waist. She is wearing glasses and has her left hand resting on her hip with watch on her wrist.
Photograph, black & white	Duplicate, image of boy on farm equipment being pulled by two horses
Photograph, black & white	Duplicate, image of four storefronts in 500 block of Main Street on north side. Written in pen on back, 500 Block of Main St North side.
Photograph, postcard	Original, Black and white image of two women standing inf ront of white wood sided building with doorway directly behind woman on right. Woman on right is wearing a white long sleeve blouse with black skirt, woman on left is wearing a light colored dress with small patter and lace collar.
Photograph, black & white	Original, photo of six woman standing inf ront of brick building. Woman on left and woman on right are both wearing fur coat. Two women in center are wearing hats. Woman in center is wearing a long tie. Two women in center-right are wearing drop-waist dresses. Written on back in pen reads, Windsor Hi Faculty 1930"

## Photograph Collection

- Photograph, black & white Duplicate, black & white image of three people in beet field, bent over. Back of image reads, "Lind Brothers Beet Field"
- Photograph, black & white Duplicate, image of six males standing in field. Man in center is holding beet knife in front of him with two hands. Back of image reads, "Lind Brothers topping beets by hand"
- Photograph, black & white Original, Black and white studio portrait of man sitting in chair on left, left leg crossed over right leg. Woman stands on man's left with right hand and wrist resting on man's left shoulder. Woman has a bow in her hair. Two long dark marks on bottom of photograph, looks as though original glass negative was broken and pieced together for print.
- Photograph, cabinet card Original, infant portrait. Baby is laying on its stomach wearing a white sweater, right fingers are holding index finger of left hand. Baby has curly hair and is looking slightly back and right. Unknown name, but a 1939 fish and small game hunting license issued to Jake Erbes Jr.
- License, hunting 1939 State of Colorado Department of Game and Fish, Resident combined fishing and small game hunting license, issued to Jake Erbes Jr. Oct 20. Age 26, height 6' 1", weight 155, sex male, color of eyes blue, color of hair, L brown. Stamp at bottom of license with dug "migratory bird hunting stamp"
- Photograph, black & white Original, Studio portrait of family, mother on left wearing white blouse and dark skirt with youngest child sitting on lap. Baby has light colored hair and is wearing a white dress. Man on right is wearing a suit with tie and watching chain hanging from left lapel and going into pocket. Middle child sitting in center between mother and father. Child's right hand rests on woman's knee. He is wearing short pants with stockings and ankle height black shoes and white shirt with large collar lapels. Oldest boy standing in center in back, behind middle child sitting in front of him. Oldest boy is wearing a bowtie and grey jacket.
- Photograph, black & white Original, studio portrait of family, man on left is seated in chair with his hat resting on right knee, eldest child standing in center of image wearing a white dress and large hat, two youngest children standing in center front. Girl on left has her right hand resting on man's leg. Youngest child on right had elbow resting on woman's leg. Woman is seated and wears dark skirt and white blouse with belt. A boy standing on far right of image is wearing a cap and jacket.
- Photograph, black & white Original, studio portrait of family with five children and two parents. Parents are seated. Youngest boy is in center of image holding man's hand and wears a white shirt with a bowtie. Boy on left of image is standing wearing dark pants and white shirt with bowtie. Eldest boy in back is standing in center and is wearing a grey pinstripe suit with tie. Youngest child in standing in front of seated woman wearing a white dress with a dark bow in her hair. Eldest girl is standing on far right wearing a white dress with a white bow in hair and a long necklace. Written on back in ink pen is "Jacob Haas Family"
- Photograph, black & white Original, studio portrait of man and woman on wedding day. Man is seated in a chair wearing a dark suit and patterned tie with a boutonniere/flowers on his right jacket lapel. Both arms and wrists rest on chair's arms. Woman in white wedding dress stands next to him with her right wrist resting on his shoulder with flowers in right hand covering his left upper arm. She is wearing gloves and an ornate veil that reaches the floor behind her. She is wearing a long pearl necklace that reaches her waist. Written on the back in ink pen "Katie Schelbn ? Haas"

## Photograph Collection

Original, studio portrait of man and woman on wedding day. Man is seated in a chair wearing a dark suite and white tie. His jacket is not buttoned and his tie hangs to the outside of his jacket on the left side just below his boutonniere on this left lapel. He rests his left elbow on arm's chair with hands in his lap. Woman wearing a white, shin-length dress with tiers stands to man's left (on right of image) She rests her right elbow on his shoulder and holds a bouquet of flowers in her left arm. An ornate veil reaches her ankles in the back. Written on the back of image in ink pen "Mary Haas Meisner"

Photograph, black & white

## Class of 1937 Collection

Newspaper clipping November 21, 1990 Windsor Beacon article written by Hattie Dudley, "Guest opinion, Yesterday's grads were successful without today's advantages"

Newspaper clipping May 28, 1987 Windsor Beacon article, "WHS class of 1937 reunites at WHS ceremony." Matilda and Helen Casten identified in image.

Newspaper clipping "Members Travel Long Distances to Attend Reunion of 1937 Class"

Newspaper clipping "WHS Class of 1937 holds 55th reunion" written in 1992

Newspaper clipping "Class of '37 holds reunion" August 31, 1985

Newspaper clipping "Class of 1937 reunites" September 9, 1982, Windsor Beacon

Photograph, black & white Group photograph of eight women in dresses sitting in park setting, eight people standing behind seated women. "Jul 57" printed at top of image. Written on back in pencil, "June 1957" written in blue ink pen, "HC - Class reunion" HC is Helen Casten

Photograph, black & white Group photograph of seven women wearing dresses seated, many of women have purses sitting in lap, two men behind women, man on left holds hat in right hand. "Jul 57" printed at top of image. Written on back in pencil "June 1957. Dorothy Y., Paul, Don ?"

Photograph, black & white Group photograph of men, women and children standing on sidewalk with cars parked behind them. Woman in center of photograph is wearing black pants and horizontal striped, sleeveless shirt with black collar, boy stands next to her wearing jeans and horizontal t-shirt. Man stands on far right slightly apart from group with plaid t-shirt and grey pants with hands on hips. Written on back in pencil, "June 1957"

Photograph, color print Man wearing blue-purple checker suit jacket standing behind table with hands clasped in front of him. Woman seated on either side of him. Woman on right of image is holding a water glass. Foreground is partial view of man wearing glasses. Written on back in pen, "Cadwalader Sept. 1982, Class reunion." Written in blue ink on back, "Alice Swanson, Joe Rutz"

Photograph, color print Five women stand inside home with framed mirror on wall behind them. Woman on left is wearing black pants with belt and tucked long sleeve blouse with white collar and corsage on her left shoulder. She is wearing round framed glasses that are slightly tinted brown. Woman to her left is wearing a white t-shirt. Written on back in pen, "Reunion 1982, Helen C, 5 Helens, Propp Miller, Knaus Waag, Teller Casten, Greenwalt Rutz, and Morgenson Kuentzel"

## Class of 1937 Collection

Photograph, color print	Four people seated seated at table with red tablecloth and two vases of flowers on table. Written on front in pen, "1984". Three women on left and single man on right of image. People identified on back, left to right, "Helen, Bessie, Louise, and Perry" Written on back in pen August 31, 1984"
Photograph, color print	(31) photos of 50th class reunion of 1937 Windsor High School class. May 23, 1987
Photograph, color print	Image of group of people inside with cluttered dinner table in foreground. Woman wearing glasses and pink top walking in front of image. Written on back in pen, "1982"
Photograph, color print	Image of woman and man standing in front two double wood doors with white curtains. Woman on left of image is wearing a pink short sleeve dress. Man on right of image is wearing a blue suite with light blue necktie.
Newspaper clipping	Obituary for Helen Greenwald Rutz 1919-1995
Newspaper clipping	Obituary for Glen Nix, age 66
Newspaper clipping	Obituary for Hattie Brunner Dudley, 1919-1995
Newspaper clipping	Obituary for Ruth Maul Schnorr, 1919-1987
Announcement, funeral	folded program for funeral of Ruth Maul Schnorr
Newspaper clipping	Obituary for Alice Frye Swanson, 1919-1993
Announcement, funeral	folded program for funeral of Alice Frye Swanson
Photograph, black & white	Original, portrait of "Louise Evans" written in blue pen. Image of young woman with short haircut, wearing a white blouse with sets of three buttons on front and dark tie at neck.
Newspaper clipping	Graduation photograph from 1937. Obituary for Louise Evans O'Brian. Born 11/9/1918

## Historic Properties Surveys and Resources

Book	properties surveyed volume 1-3 - Windsor severance historical society - historic building inventory records
Book	properties surveyed volume 2-3 - Windsor severance historical society - historic building inventory records
Book	properties surveyed volume 3-3 - Windsor severance historical society - historic building inventory records
Book	Historical Resources Survey Report, Windsor/Severance Historical Society, town of Windsor, for Colorado Historical Society, 1997, Copy 1
Book	Historical Resources Survey Report, Windsor/Severance Historical Society, town of Windsor, for Colorado Historical Society, 1998, Copy 2
Book	Town of Windsor Reconnaissance Survey Report, 2005, Prepared by Cultural Affairs & Museum Dept., survey of old buildings categorizing by architecture, photos of buildings with survey date, style, & building type

## Windsor/Severance Historical Society Files

Arcadia Book Agreement, includes author proposal for Arcadia Book Publishing, Layout Planner, Author Guidelines, copies Memorandum of Agreement (between Windsor/Severance Historical Society & Rachel Cline, Ancillary Rights Exhibit, Specification Exhibit, Historical Society pamphlet (2008), Email Elizabeth Fields to sell her creamery to the town of Windsor, Interest letter from Arcadia Publishers, Arcadia Preservation & Accessibility information, Promo program information

Pictures from Jim Abbott of bus garage for Windsor School, Harvest Festival photos, Rueben Schlotthauer on machine he built (1937), Newspaper articles: on fund raising for bronze statue (2015), rebuilding the old mill, front of phone book with photo of statue, photo of ribbon cutting (reprint), Manweiler family in front of store, pictures of Bartz Hospital. Pictures of: Windsor baseball club, Gomez family, train, beet truck, Beet farming, Yancey's livery

Windsor Historical Society application for historic designation (1995) for various sites in Windsor, flag of USA certificate flown in DC, Landmark designation application for Boardwalk Park area & Old Town Hall, address index, early history of construction & land plots, various news articles, history of the naming of Windsor, history of cemeteries, historical society statement of purpose, copies of undated maps of Greeley & Windsor, copies of lists of people and places in Windsor (1875, 1911) from Weld Old & New Book, outline of historical site process, map plan for historical district

Windsor Beacon 2001, copy of old newspaper articles from The Poudre Valley newspaper, October 12, 1916 Poudre Valley newspaper, copies of Windsor Beacon 1990 articles, picture of Corinth store, 1944 Windsor Mill burned article, pictures of Pioneer Park, map of Pioneer Park, Oct. 20 1989 German prayer meeting article, The Poudre Valley Newspaper - headline of Wizards national title

Deed to Windsor Hardware building (1998), bill from Wick, Campbell, Bramer, Ukasick & Trautwein, Notice of purchase (1994), Title Life Insurance Company document (2000)

Memorial donations to Windsor/Severance Historical Society in the name of various people, memorial service documents, list of memorials (date unknown)

Minutes of the Windsor/Severance Historical Society for 2014 - 2021

List of historic houses of Windsor (3 copies), list of requirements to be designated a historic building and districting, list of historic buildings in Windsor,

My Windsor magazines Oct. 2017, Oct 2018, 2 Premier magazines

Centennial calendar 1990 - 2 original copies, one xerox copy

## **Windsor/Severance Historical Society Files**

Handwritten map of Walnut Street & Main Street, Old & New list of properties categorized by similarity, list of business & their building, fire department historical notes starting in 1902-1940, Survey information for the town of Windsor (copy), Windsor Historical Society depot designation information, biography of Allen B. Lamb, Multiple choice test on the history of Windsor, conflict information on the depot and Pioneer Village designation, Historical Society of Germans from Russia story, pictures of town celebrations/parades (1996), list of Harvest Festival Queens (1949-1999), Windsor Depot history

Kessler Construction Company bill for post tornado work, insurance claims information for tornado damage, terrorism insurance certificate, receipt of payment from State Farm to Historical Society, structural damage claim policy

Various articles Wayne Miller; article on the Metal Container plant; "Inventing the West" newspaper; 2 school photos from the Windsor Beacon March 28, 1974; various photos of old Downtown Windsor, Labor Day Parade 1955, and beet harvest; headshot photos of Town Employees; Early 1900s photo of Rev. & Mrs. Yealing; photos of Theo & Gertrude Sorensen; various other photos; photocopy of Grimm map of Downtown Windsor, 1912; flyer for the Windsor-Severance Historical Society

Manila envelope with handwritten Wayne Miller speeches; Manila envelope with letters Received and send by Wayne Miller; Green folder with articles and information on water rights and wetlands protection

White package containing handwritten poetry by Wayne Miller

Clear name plate for Dr. W.W. Miller; photocopied articles on old Town Hall; a history of Windsor; correspondence regarding railroad property for the museum; grant application; photocopied articles on old Town Hall and Pioneer Village; copy of Colorado Prospector Vol. 10 No. 11; articles on history of Windsor; Application for Historic Designation for 411 Main St.; Certificate of Incorporation of the Lake Supply Ditch Company; Lease No. 5512 for the land for Pioneer Village; general documents for the creation of Pioneer Village

Inventory records for historical buildings; Gold Star Boys of World War II documents and lists from different years; Business Plan for the Windsor-Severance Historical Society; Christmas event plans for the Windsor General Store Dec. 1999; Flyer for Old Fashion Christmas event at Boardwalk Park 1998; Deed of Gift for items loaned by Linda Cumpston 2010; Deed of Gift for items donated to the Windsor-Severance Fire Museum from the Windsor-Severance Historical Society 2009; letter of Legal Representation from Wick Bramer & Trautwein, LLC.; map plans for Windsor-Severance Historical Society 1995; Jan. 1995 list of property owned by Windsor Severance Historical Society; Proposed Scope of Work for the Depot Museum; preservation documents; fundraising information

Museum Assesment Program; Windsor Museum Collections Management Policy; letters concerning demolition of the old cheese factory July 2008; Town of Windsor Museum Mission Statement; map plan 2004 with maps; list of properties owned by Windsor-Severance Historical Society 1995; Quit Claim Deed list of items/tasks to be done; 2002 handwritten meeting notes; 2002 concert series survey results report; Windsor Museum Community Input Survey results; 2003 meeting notes; Town Hall dedication agenda 2003; 2000-2003 CLG Grant Recipients lists; Protecting Historic Properties Guide (photocopy); 2003 Asbestos Findings for Town Hall; Apr 2001 printed slides for presentation from The Northern Colorado Chapter of the AHSGR; Preliminary Museum Assessment and Master Plan for Windsor Museum Operations 2002; Manila Envelope with documents for Exterior Restoration of Old Town Hall

## Windsor/Severance Historical Society Files

Manila envelope of Asbestos Survey Report for Old Town Hall Jan 2003; By-Laws of the Windsor-Severance Historical Society; historical information on Windsor photocopied from a book; MAP Assessment Apr. 2005 (2x); list of addresses; green folder with Township 6 North map and maps of Greeley area

Package with Communications with Town of Windsor incl. letters, Special Warranty Deed, printed emails  
Misc Pioneer Village Museum information

Magazines: Northern Colorado Style 1998-99; A Year of Change Spectrum Mar. 2004 (4x); Window on Windsor 2010; The Stories of a Century A Chronicle of life in Weld County throughout the 1900s 1999

Newspaper clippings of 1997 article on Reiny Salzman; roster of 501st Squadron Feb. 1, 1984; 500th Bomb Squadron information; postcard for Annual Americanism Program luncheon and Honor Flight Northern Colorado Guardian Application; Air Apaches Strafer 345th Bombardment Group Newsletter Sept. 2000; *Warpath Across the Pacific by Lawrence J. Hickey 1984*

Windsor Centennial Calendar 1990; binder of photos, aerial photos from 1968, misc original historic photos and postcards, history of the Windsor Library documents; photocopies of historic photos, articles on creation of DVD history of George Tozer; History of the Teller House; Lakeview Cemetery pamphlet; Frazer Drug Store history; original photos of Manweiler, Mildred Saben, Sugar Factory demolition; photocopied photos

Pamphlet for Windsor Readiness Center Ribbon Cutting Oct. 13 2012; 3 copies Windsor's Growth booklet from late 60s-early 70s; 2 copies Windsor-Severance Resource Guide 2004; Guide to Windsor 2004-2005; 2 copies Alumni booklet for Windsor High School 1898-1952; The Bulldog booklet Handbook of Windsor High School 1923; Windsor High School calendar 2001; Windsor Faculty List early 1900s-early 70s

Railroad Right of Way map Windsor circa 1900; 1991 Town of Windsor zoning map; *If I Show You My Tenderness by Alex English 1986*; blank Town of Windsor letterhead; *Thoughts on the Business life copies from Forbes Magazine 1980s*; *Conerstones from Progressive Farmer 1986*; original pencil drawing by Georgia Jenkins; *Pathways to Colorado's Heritage flyer 2010*; *Notes on the Windsor Area by Carol Rein Shwayder Nov. 23, 1981*

Colorado Heritage Magazine Summer 2004; Colorado History NOW Oct. 2004; Colorado Heritage Magazine Summer 2000; Logan County Historical Society 2000 collector's calendar; Colorado Historical Society Colorado Certified Local Government Handbook; 3 copies Footprints in the Sugar A History of the Great Western Sugar Company pamphlet Aug 13, 2009; Colorado Heritage Magazine Spring 2005; The Economic Benefits of Historic Preservation in Colorado Magazine Jan. 2002; Windsor Centennial Calendar 1990; playbill for Windsor Community Playhouse production of Panorama of Windsor's Past Sept. 2, 1990 and original script; Western Heritage Insurance Company Commercial Policy Jacket for Windsor-Severance Historical Society Sept. 22, 2010; Windsor-Severance Historical Society stationary; business addresses; program for 5th grade music program (2x); article on beet stacking; Windsor Historical Society list of items in safe deposit box Jan. 10, 2005; 2006 Annual Report for Windsor-Severance History Society; Loan Agreement with Naimsmith Memorial Basketball Hall of Fame 2000; financial records; Windsor, Colorado from the Air pamphlet; Participation Certificate for the Family History Festival

## Windsor/Severance Historical Society Files

Graduation Memories Scrapbook Class of 1930 and other years containing high school records, invitations, announcements, and cards up to around 1980. Some pages are not part of original book. Two pages of a handwritten class history. Dark Green thick cover two binder holes. The Scene newspaper section from Denver Post with Windsor Basketball team. Variety of a number of newspaper clippings about Windsor along with letters from 1950's to 1970's. Funeral announcements, etc.

Birthday Times Hallmark folder containing photo and newspaper clippings and Windsor history story. Seems to be related to high school graduations and reunions.

Newspaper Articles and Pictures of The Pioneer Village Museum, Windsor Colorado, Victor and Leona & Tim Bernhardt February 1999. Mostly newspaper clippings about Bernhardt family and Pioneer Village. Contents mostly 1990s.

Windsor Severance Historical Society blue plastic binder containing the business of historical society, attendance records in manila envelope hand written, deeds, bank information. 2011 is written on the binder

Black ledger size "Record of Minutes" 1977 to 1980, 2nd ledger book is 1988-2004 for the board of trustees for the Windsor Centennial Museum.

2009, 2010 and 2011 Membership records for Windsor Severance Historical Society.

Windsor Severance Historical Society meeting minutes for 2003-2013. Manila folder marked "Newsletters for WSHS" for 2000 year Another manila folder marked 1989-1997 with financial information

WSHS a registry of members 1990s and 2000s. Deaccession records for WSHS 2003-2009.

WSHS Oral History Project 2005-2010. Interview Agreement (release). WSHS minutes in a green a green spiral notebook 1999 to 2003. Plus other random WSHS administrative documents and records. Yellow pocket folder. WSHS list of Harvest Festival Queens, History of the Harvest Festival

WSHS purple pocket folder "Special Use Forms" contains empty and filled-in forms for material donations. Agreements for donated and loaned items and photos. 2010, 2011.

White three binder with dividers, WSHS Bylaws, Mission and minutes 1989-2002

WSHS brown three ring binder. List of members, administrative records and newspaper clippings

Black 3 ring binder. Blue folder WSHS has administrative records, programs, letters. Dividers titled Minutes and Membership. Administrative paperwork and records.

The Colorado Water Congress present this Honorary Life Membership to Wayne Miller January 25, 2001. 12"x14"

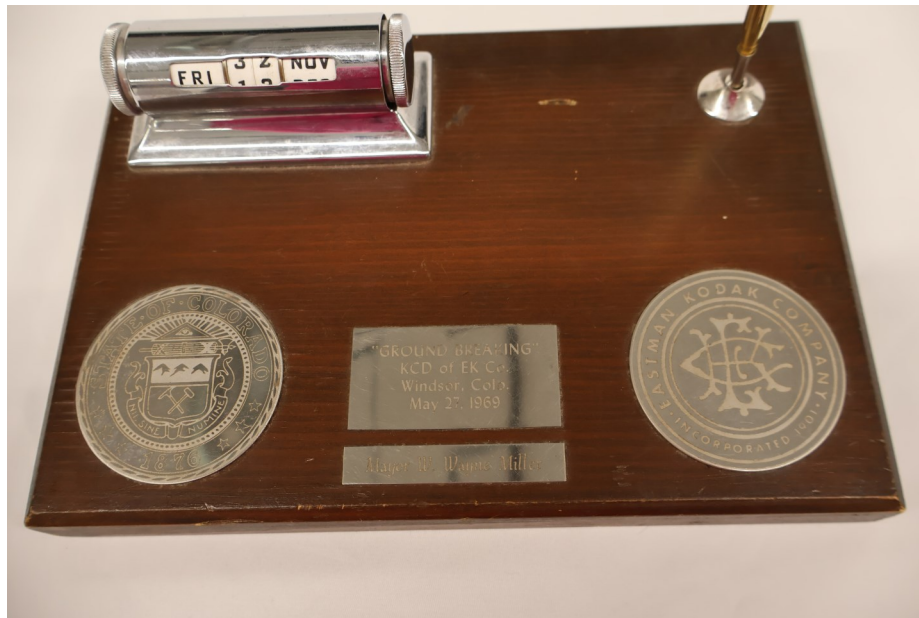
Windsor Chamber of Commerce plaque to Windsor-Severance Historical Society for 10 year of membership. 6"x8"

Cassette Tape oral history of Hettinger 4-9-1989

Desktop Plaque Kodak "Ground Breaking" KCD of EK Co. May 21, 1969 7"X 10" Has rotating calendar and pen holder with pen holder.

Shadow Box for W. Wayne Miller service to community with emblem of Town of Windsor, gavel and thoughtful inscription. Latch to open, 12"x14" 3" high

Image of Object(s)



WINDSOR-SEVERANCE HISTORICAL SOCIETY

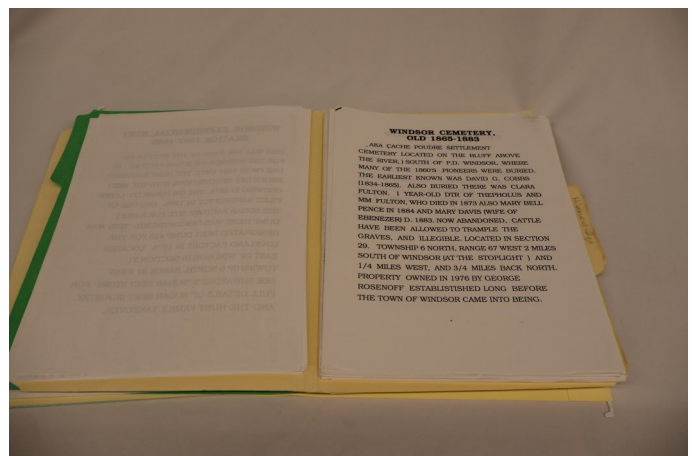
President-	Gene Morey	68
Vice President	Fran Simpson-	68
Secretary	Helen Casten	68
Treasurer	Anna Caroline Teller	68

Board of Directors

Vic Bernhardt- 686--2879 (Immediate past president)	Dave Meisinger	6
	Pam Shoup	6
	Walter Yauk	6

Committee Chairmen

Museum	Mary Trettenero	6
Town Hall	Lydia Slonksnes Lydia Erbes	
Sites and Acquisitions	Vic Bernhardt	
Pioneer Village	Vic & Leona Bernhardt	
Membership & Library	Lydia Slonksnes	
Publicity	Mary Alice Lindblad,	
Program	Virginia Lindblad	





Town of Windsor  
Department of Parks, Recreation, and Culture  
Culture Division  
116 5<sup>th</sup> Street, Windsor, Colorado 80550

## Potential Acquisition Final Approval

Final approval for objects presented herein as suggested by Town of Windsor Museums staff, Parks, Recreation and Culture Advisory Board, and Town Board.

### Potential Acquisition No.

- 2025-001
- 2025-002
- 2025-003
- 2025-004
- 2025-005
- 2025-006

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Mayor, Town of Windsor

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Date:

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Deputy Director of Parks, Recreation, and Culture Department

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Date: