

## Northfield Historical Society City Proposal

In 1975, the Northfield Historical Society (NHS) was formed, purchased the Scriver Building and opened a museum. Its mission at the time was to collect, preserve and interpret Northfield's history. The Scriver Building is on the National Register of Historic Places. It was built in 1862 by Hiram Scriver and has been a cornerstone of downtown Northfield, housing many businesses. Over the years, NHS has grown from a small museum located in the current bank site to occupying the majority of the main floor, the entire basement and one office on the second floor. NHS is highly regarded in the state of Minnesota for our programming, attendance records and being a progressive institution in the field.

Our mission today is not that different from when we were founded, but it has been adjusted to reflect the current needs of our community.

*To serve as the primary stewards of the unique history of the Northfield area, fostering an awareness of its meaning and relevance through the discovery, documentation, preservation and interpretation of our collective stories.*

### **Our vision is:**

*To achieve a fiscally sound organization driven by a large, diverse and engaged membership, innovative educational exhibits and programming, and a successful presence downtown and throughout the Northfield area.*

We value:

**Integrity**—Demonstrate integrity with our relationships with the community and in authenticating our collected history.

**Stewardship**—To serve as dedicated guardians of our local history, maintaining the highest legal, ethical and professional standards.

**Education**—To teach Northfield history through creative, inclusive programs and exhibits, that help people learn the true, meaningful uses of the past.

**Collaboration**—To work effectively with culturally and ethnically diverse community, state, national, and international organizations in furthering our mission and outreach; to work together respectfully as an internal team comprised of board, staff and volunteers.

**Diversity**—To embrace our community's ethnic and cultural diversity, and ensure our programs, exhibits, and collections celebrate and reflect the differences and commonalities of our collective past.

In 2010, NHS took a giant leap forward improving the Scriver Building by adding six ADA restrooms and an elevator. This greatly improved the functionality of the building and broadened its access to the public. NHS has recently completed a collections and archives storage update, in which we installed professional grade compact museum shelving that has increased our storage capabilities.

In the past two years the Northfield Historical Society's foot traffic and people served has grown by almost 3,000 (19,079 in 2010, 20,135 in 2011 and 22,021 in 2012). This can be related to multiple factors; improved programming, increased accessibility and more opportunities for patrons to utilize NHS offerings. In 2010, we extended our hours of operations from closed Monday, open Tuesday-Saturday 10-4 and Sunday 1-4, to being open Monday-Saturday 10-5 and Sunday 1-5. One reason for the extended hours was to provide access to the improved public restrooms now available at NHS and become more consistent in the museum store hours. NHS has housed a public restroom since the early 1980s.

In addition, NHS has hired a part-time Curator to manage the collection. This has once again increased the access to the collection and in time will improve our programming. We have also hired a digital archivist to lead our digitization efforts through the Northfield History Collaborative. This has led to an increase in our research requests, and both of these positions have also increased the quality of care for the Society's collection.

In 2013, NHS agreed to take on the City of Northfield's archive (The Black Hole). That consisted of 144 three ring binders of motion and ordinances, 150 hand-written bound ledger books. The majority of those books consisted of criminal court dockets from 1895-1971. NHS has also agreed to archive the earliest minute books from the City after they are digitized.

In addition, NHS acquired 13 scrapbooks, books from John North's personal library and many miscellaneous other items from the Northfield Public Library in eight donations over the course of the last year. In conversations with the new Library Director, Teresa Jensen, she is in support of the consolidation of all historical items coming to NHS.

NHS proposes to become the "History Hub of Northfield." The successful funding of this proposal will allow NHS to be able to care for Northfield history at the highest standard while allowing more access to it. In addition, NHS would like to expand program offerings in collaboration with the Heritage Preservation Commission and the Northfield Public Library.

Based off a public funding model in Faribault, Option A in this proposal will help offset the cost of doing "the business of history." The Rice County Historical Society, for example, receives funding from the City of Faribault to pay for the maintenance and the utilities on the Alexander Faribault house. Option A in this proposal accomplishes that and also helps cover the cost of curating the City Collection on a continuing basis.

In the past two years NHS has spent \$25,780.91 and \$26,292.65, respectively, on utilities and building maintenance. Under state statute 138.053 or 471.93, the City of Northfield could levy or appropriate funds to pay for these ongoing costs as well as supplies for collection storage. This would allow NHS to allocate existing funds for increasing the hours of current NHS paid staff and improve the quality of our programming and services to the City.

The pertinent Minnesota State Statues are included below:

**Minnesota Statue 138.053, County historical society; tax levy; cities or towns.**

*The governing body of any home rule charter or statutory city or town excepting cities of the first class may annually appropriate from its general fund an amount not to exceed 0.02418 percent of taxable market value, derived from ad valorem taxes on property or other revenues, to be paid to the historical society of its respective county to be used for the promotion of historical work and to aid in defraying the expenses of carrying on the historical work in the county. No city or town may appropriate any funds for the benefit of any historical society unless the society is affiliated with an approved by the Minnesota Historical Society.*

This levy is written for County Historical Societies; however, as you can see by the letter from the Rice County Historical Society, they have agreed to act as a pass through for the funds to come to NHS. The other funding mechanism is Minnesota Statue 471.93.

**Minnesota Statue 471.93, Appropriations for historical work by municipalities.**

*In cities of the second, third or fourth class, and statutory cities at any regular or properly called special meeting of the council, it may appropriate money for the purpose of collecting, preserving, storing, housing, printing, publishing, distributing and exhibiting data and material pertaining to the history of the city, for the purpose of commemorating the anniversary of any important and outstanding event in such history, and to preserve such history data and material for future generations.*

With support from the City of Northfield, NHS would be able to implement many new initiatives that would benefit the City. Below are some options and variations of services that could be implemented. Each subsequent option includes the previous option's offerings.

**Option A: (\$39,656)**

1. Increase hours of Curator from 11 hours a week to 40.
2. Increase hours of Digital Archivist from 2 hours a week to 10.
3. Hire an Archivist for 8 hours a week.
4. Become the repository for all of the City of Northfield's historical files.
5. Allow free access to the NHS archives/collection seven days a week at no charge.
6. Increased quality of exhibits and programs offered to the community.
  - a. More outreach into the community and free programming.
7. NHS to become more involved with the HPC.
  - a. Conduct research and provide recommendations on signs, building restoration and other topics.
  - b. Increase the outreach of the HPC.

8. Offer more joint programming with the Northfield Public Library.
9. Further expand the Northfield History Collaborative which offers free access online to all digitize material.
10. Ensure all documents and artifacts are stored and cared for to the highest standard.

**Option B (PREFERRED OPTION): Includes all of Option A plus the following (\$63,392)**

1. Increase hours of Digital Archivist from 2 hours a week to 20
2. Hire an Archivist for 10 hours a week.
3. Offer a capital grant program for downtown businesses for the preservation or repair of buildings. (\$5,000)
4. Offer bigger and better exhibits/programs at NHS that will have a wider draw. (\$10,000)

**Option C: Includes all of Option A and B plus the following (\$82,360)**

1. Increase Archivist hours from 10 to 16 hours a week.
2. Increase capital grant program from \$5,000 to \$10,000
3. \$9,600 to take over rental space and turn into rotating long term exhibit space

Preserving a town’s history is a core service to all municipalities and to the state. Before Minnesota became an official state, the territorial government established a State Historical Society in 1849 and has continued to support it in collecting, honoring and interpreting the state’s history. The State has also established many statutes that reinforce this belief in collecting and preserving history as a core service. It is important to collect and preserve the past as it provides a sense of identity for a community.

**Basis for Support**

- ss138.051 – governments **may** provide space an utilities for county historical societies
- ss138.052—counties **may** levy taxes to carry out the work of history
- ss138.053—cities and towns **may** support the work of a historical society

**Responsibilities toward history**

- ss138.17—it **shall be the duty...** of each county, to establish and maintain an active, continuing program for the economical and efficient management of the records.
- ss138.586—counties **may** acquire historic and archaeological sites, land for historical markers

With NHS taking on the responsibility of housing the City of Northfield’s historical documents, we will be helping the City fulfill some of its statutory obligation related to records retention and alleviate some of its storage issues. It will also fulfill the City’s responsibility to help maintain a historical record of the community.

Many other historical societies receive support from county or city governments. Some of this support is a mix of provided services and direct funding. Here is a partial list:

- Rice County Historical Society
- Dakota County Historical Society
- Chaska Historical Society
- Cokato Historical Society
- Cannon Falls Historical Society
- Ramsey County Historical Society
- White Bear Lake Area Historical Society
- Goodhue County Historical Society
- Minnesota Historical Society

NHS wishes to be the hub for all historical research and holdings in Northfield. By entering into this agreement NHS will be able to fulfill this goal and offer better programming that will attract even more visitors to the Northfield Historical Society.

**NHS Budget 2013****2013 Income****2013 Expense**

Store	\$ 68,000.00	Store	\$ 31,000.00
Museum	\$ 8,200.00	Museum	\$ 15,696.01
Events/Fundraisers	\$ 31,380.00	Events/Fundraisers	\$ 10,150.00
Membership	\$ 18,850.00	Grants/Endowments	\$ -
Grants/Endowments	\$ 25,565.91	Staff/Board of Directors	\$ 5,400.00
Historical Soceity Interest	\$ 320.00	Building Repairs	\$ 22,880.00
Capital Campagin	\$ 16,128.00	Insurance	\$ 6,000.00
Rental	\$ 39,900.00	Marketing and Promotions	\$ 6,000.00
Miscellaneous Income		Miscellaneous	\$ -
<b>Income</b>	<b>\$ 208,343.91</b>	Office	\$ 7,300.00
		Payroll	\$ 75,517.90
		Memberships/Training	\$ 1,200.00
		Taxes	\$ 8,000.00
		Utilities	\$ 19,200.00
		<b>Total</b>	<b>\$ 208,343.91</b>

<b>City Funding Budget</b>				
<b>Proposed NHS Staff after City Support--Option A</b>		<b>Projected City Support 2014</b>	<b>Projected NHS Cost with City Support</b>	<b>Totals</b>
Curator (Department Head) (\$16 an hour)	40 hours a week	\$ 6,656.00	\$ 26,624.00	\$ 33,280.00
NHC (\$14 an hour)	10 hours a week		\$ 7,280.00	\$ 7,280.00
Archivist (\$14 an hour)	8 hours a week	\$ 2,900.00	\$ 2,924.00	\$ 5,824.00
Supplies for City Records		\$ 3,100.00		\$ 3,100.00
Utilities/Building Cost		\$ 27,000.00		\$ 27,000.00
Joint Marketing with CVB			\$ 4,000.00	
<b>Totals</b>		<b>\$ 39,656.00</b>	<b>\$ 40,828.00</b>	<b>\$ 76,484.00</b>
<b>Proposed NHS Staff after City Support--Option B--PREFERED OPTION</b>				
		<b>City Support</b>	<b>Additional NHS Investment with City Support</b>	
Curator (Department Head) (\$16 an hour)	40 hours a week	\$ 6,656.00	\$ 26,624.00	\$ 33,280.00
NHC (\$14 an hour)	20 hours a week	\$ 7,280.00	\$ 7,280.00	\$ 14,560.00
Archivist (\$14 an hour)	10 hours a week	\$ 4,356.00	\$ 2,924.00	\$ 7,280.00
Supplies for City Records		\$ 3,100.00		\$ 3,100.00
Utilities/Building Cost		\$ 27,000.00		\$ 27,000.00
Capital Grant		\$ 5,000.00		\$ 5,000.00
Exhibits/Programs		\$ 10,000.00		\$ 10,000.00
Joint Marketing with CVB			\$ 4,000.00	
<b>Totals</b>		<b>\$ 63,392.00</b>	<b>\$ 40,828.00</b>	<b>\$ 100,220.00</b>
<b>Proposed NHS Staff after City Support--Option C</b>				
		<b>City Support</b>	<b>Additional NHS Investment with City Support</b>	
Curator (Department Head) (\$16 an hour)	40 hours a week	\$ 6,656.00	\$ 26,624.00	\$ 33,280.00
NHC (\$14 an hour)	20 hours a week	\$ 7,280.00	\$ 7,280.00	\$ 14,560.00
Archivist (\$14 an hour)	16 hours a week	\$ 8,724.00	\$ 2,924.00	\$ 11,648.00
Supplies for City Records		\$ 3,100.00		\$ 3,100.00
Utilities/Building Cost		\$ 27,000.00		\$ 27,000.00
Capital Grant		\$ 10,000.00		\$ 10,000.00
Exhibits/Programs		\$ 10,000.00		\$ 10,000.00
Space		\$ 9,600.00		\$ 9,600.00
Joint Marketing with CVB			\$ 4,000.00	
<b>Totals</b>		<b>\$ 82,360.00</b>	<b>\$ 40,828.00</b>	<b>\$ 119,188.00</b>

**MS 138.053-Northfield Historical Society  
Assuming Taxes Levied for Payable 2014**

MS 138.053		
Payable 2012 EMV	Allowed	Max Levy
\$ 1,128,911,000.00	0.02418%	\$ 272,970.68

You can adjust this Levy Amount for further analysis

Levy Amount	2013 Taxable TC VALUE	Historical Society Tax Rate
\$ 63,392.00	11,470,782	<b>0.006</b>

**EFFECT ON INDIVIDUAL HOMES**

House Value	Exclusion Value Of House	Taxable Value Of House	Net Tax Capacity	Proposed Levy Rate	Add'l Tax Burden On House	Tax Burden Per Month
\$ 33,000.00	\$ 13,200.00	\$ 19,800.00	198	0.006	\$ 1.09	\$ 0.09
\$ 50,000.00	\$ 20,000.00	\$ 30,000.00	300	0.006	\$ 1.66	\$ 0.14
\$ 106,751.00	\$ 27,632.41	\$ 78,999.59	790	0.006	\$ 4.37	\$ 0.36
\$ 150,000.00	\$ 23,740.00	\$ 126,300.00	1263	0.006	\$ 6.98	\$ 0.58
\$ 175,000.00	\$ 21,490.00	\$ 153,550.00	1536	0.006	\$ 8.49	\$ 0.71
\$ 200,000.00	\$ 19,240.00	\$ 180,800.00	1808	0.006	\$ 9.99	\$ 0.83
\$ 250,000.00	\$ 14,740.00	\$ 235,300.00	2353	0.006	\$ 13.00	\$ 1.08
\$ 300,000.00	\$ 10,240.00	\$ 289,800.00	2898	0.006	\$ 16.02	\$ 1.33

Examples are based on Residential Homesteads and include valuation for Dakota County





## RICE COUNTY HISTORICAL SOCIETY

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1814 NW Second Ave. ♦ Faribault, MN 55021 ♦ 507-332-2121

August 12, 2013

Mayor and City Council Members  
City of Northfield  
801 Washington St.  
Northfield, MN 55057

Dear Mayor and City Council Members,

The job of preserving our structures within Rice County is a very valuable yet expensive undertaking for communities and organizations. At times the costs are daunting to say the least. As you know, state statute, 138.053, allows cities to ***“annually appropriate from its general fund an amount not to exceed 0.02418 percent of taxable market value...to be paid to the historical society of its respective county...”*** In the spirit of working with our Chapters, we informed and encouraged each of them to talk with their respective city councils regarding this opportunity.

We know you have met with Hayes Scriven and other members of Northfield Historical Society who have presented an exciting vision and plan that will utilize levy funds to preserve and make accessible the Northfield City Archives. Although these funds must formally be given to the Rice County Historical Society as per the state statute, we want to assure you that funds raised through this tax levy by the city of Northfield would simply “pass through” the Rice County Historical Society and be turned over, in their entirety, to the Northfield Historical Society. The preservation of Rice County history is at the heart of our mission and we believe that no group is in a better position to preserve Northfield history and the Scriver Building than the Northfield Historical Society. These dollars will go a long way to making that preservation possible.

On behalf of preserving the history of Rice County, thank you for your support of the Northfield Historical Society.

Sincerely,

Susan Garwood  
Executive Director  
Rice County Historical Society  
sgarwood@rhistory.org

June 11, 2013

Hayes Scriven  
Executive Director  
Northfield Historical Society  
408 Division St S  
Northfield, MN 55057

Dear Hayes,

Minnesota Historical Society has worked with historical societies across the state for many years, and dedicated staff for that purpose since 1916. Historical societies are partners with MHS in preserving Minnesota history. MHS works with historical societies every day, assisting them in their goals.

Minnesota Statutes 138.053 and 471.93 provide the authority for any unit of government to contribute to a historical organization that is affiliated with and approved by the Minnesota Historical Society and that undertakes history work. Northfield Historical Society has that status and is eligible to receive assistance from the City of Northfield.

Because the State of Minnesota codified this relationship in statute, funding historical societies is a core function of government. In fact, Minnesota is admired greatly by most all of the other states for its model history program. Partner governments provide base funding, and the history organization leverages much more with modest public investments to maximize the investment. The State and the Minnesota Historical Society partner in this way just as units of government and respective historical societies partner.

As a partner, the City of Northfield best identifies with the object of the mission of the Northfield Historical Society, namely to preserve and make accessible the history of the township. That's what makes the city and NHS natural partners in preserving a sense of place and memory. As you have reminded me, history is not dates and things, but people doing significant work. City council members are the elected body that specifically represents every citizen you serve. While you have a growing number of members, it is unlikely that every resident will become a member. Therefore, it is proper that the city be a major contributor to the Northfield Historical Society each year to ensure NHS closely follows its mission.

Because it is legal and appropriate almost every county and a great many cities and townships contribute to their historical society, in keeping with their means. The city certainly gets a great value from the Northfield Historical Society, which hints at what could be done with expanded support.

Regards,



David Grabitske

[david.grabitske@mnhs.org](mailto:david.grabitske@mnhs.org) | 651-259-3460

## **Northfield Historical Society Facts**

- 22,000 visitors in 2012 (does not include count from special events)
  - 6 continents and all 50 states from April 2010-2012
- 19 tours from around the nation
  - 4 tours from the Northfield Public School
- 4 employees (3 part-time 1 full-time)
- Three exhibits in 2012
- 6 speaker programs
- Special Events that include: Cemetery Stories, Outlaw Run, History Mystery Pub Crawl, and Hops, Grapes and History
- 100+ students served in youth programs: Jr. Curator, Summer Assistant, SCOPE, Posse
- 10 interns from Carleton and St. Olaf
- 70 regular volunteers annually
- Lead organization in the Northfield History Collaborative
- 501 current members
- Public Restrooms
- Visitor Information Hub

## **NHS Partners with**

- Carleton College
- St. Olaf College
- Defeat of Jesse James Days
- Northfield Arts Guild
- KYMN Radio
- First National Bank of Northfield
- Northfield Hospital
- St. John's Lutheran Church
- Save the Depot Committee
- Save our Post Office
- Northfield News
- Northfield Public Library
- Rice County Historical Society
- Vintage Band Festival