

September 1, 2023

TO: Kelli Pickard, Asst. Director
Park & Recreation Department

FROM: Rena Lawrence, Historic Site Supervisor
Log Cabin Village, PARD



SUBJECT: ACTIVITY REPORT – AUGUST 2023

FREQUENTLY USED ACRONYMS: **AASLH:** American Association for State and Local History, **COFW:** City of Fort Worth, **FWNCR:** Fort Worth Nature Center and Refuge **KP:** Kelli Pickard, **FWISD:** Fort Worth Independent School District, **LCHF:** Log Cabin Heritage Foundation, **LCV:** Log Cabin Village, **PARD:** Park & Recreation Department, **PMD:** Property Management Department, **RL:** Rena Lawrence, **SN:** Shae Nawoj, **TAM:** Texas Association of Museums, **THC:** Texas Historical Commission, **TLHA:** Texas Living History Association, **VZC:** Van Zandt Cottage, **VZCFI:** Van Zandt Cottage Friends, Inc.

Events/Classes:

- August 13-September 4: **Summer Maintenance closure**; started a week early due to staffing shortages, low attendance, and extreme heat

Meetings/Happenings/Consultation:

- August 1, 16: SN/RL attended **KP's staff meetings** via MSTeams
- August 1: Fort Worth Fire Department completed a **Fire Inspection** for LCV; LCV passed
- August 3: SN met with Elizabeth Gravelle, coordinator for the **American Indian Education Program-FWISD**; LCV hopes to collaborate on the development of **educational programming specifically for FWISD's Indigenous community**
- August 3: SN completed a survey interview via Zoom re: AASLH's **Reframing History Project** and how it has shaped our ongoing interpretation and operation
- August 16: RL/SN attended the **2023 PARD All-Employee Meeting** at the Fort Worth Botanic Garden
- August 23: SN attended the **COFW Employee Diversity and Inclusion Committee meeting** via MSTeams
- August 24: RL/SN met with LT (PARD Park Reservations) and David (PARD Trades) in person and others via MSTeams re: **Oktoberfest preparation at Trinity Park/VZC**
- August 28: SN met with Michael Perez (FWNCR) re: **partnering for upcoming programming**

Media/Marketing/Tourism/Advertising:

- **Guest register (October 1 to date):** 45 states, 49 countries
- August 18: RL met with Ryan Noel from **Sovic Creative** via Google Meet re: an estimate for an **LCV Marketing Plan**; This is the first of a handful of meetings with marketing firms, **and LCHF will consider selecting a firm and underwriting the plan** once more information is gathered.
- August 21: RL met with Jamey Ice from **6th Avenue Storytelling** via Google Meet re: an estimate for an LCV Marketing Plan
- August 22: RL met with Jordan Fowler from **Moon and Owl Marketing** via Zoom re: an estimate for an LCV Marketing Plan
- August 22: RL provided additional information/answered questions via email for **Cowtown Creative and Schaefer Advertising**

- August 30: **Ryan Noel (Sovic Creative) visited LCV** to get a greater understanding of the site before submitting a marketing proposal; he is the only company thus far to do so.

Training:

- August: RL/SN conducted **monthly safety training** with staff; safety officer's topic was "**Heat Safety**"
- August 15: SN attended the **Interpretive Planning for Historic Sites** (THC) webinar via GoToWebinar
- August 31: RL/SN visited the **First Americans Museum** in Oklahoma City, OK; this innovative museum, opened in 2021, is dedicated to conveying the stories and legacies of the 39 Indigenous tribes currently located in Oklahoma (**many of whom lived in Texas during LCV's period of significance**);

Maintenance/Site Improvement:

- August 12: **Greater Fort Worth Herb Society Work Day**—herb garden
- August 23, 25, 29: Daniel (STS360) installed a larger, **more powerful contact on the front door of the Foster House** in the hope of preventing false alarms; it didn't work; alarm is still not functional
- August 23: Jay (PMD) checked the **porch beams on the Seela cabin to inspect carpenter bee damage**; they will be replaced by PMD carpenters when possible
- August 24: Noe (PMD) fixed the **front door lock on the VZC**; wood had been jammed into the lock making it inoperable
- August 24: Craig and Melanie (PARD Forestry inspected the LCV site for **dead trees and limbs**
- August 28-September 1: Bazan Roofing (contracted by PMD) **replaced the roof on the VZC** and outbuilding
- August 30: Jeff (Cantu) completed **monthly pest control** at LCV and VZC
- August 31-September 1: **PARD Forestry deadlimbed** LCV site