

Historic Preservation Workshops
May 21-22, 2010

Create one page flyer (Sharlene)

Copy Handout and Flyer (_____)

Fold and Label Flyer for mailing (_____)

Workshop Handout Distribution

- Minnilusa Pioneer Museum – mailed 3/30/10
- Distribute Handout/Flyer to Downtown and Mt Rushmore Road businesses (_____)
- CSAC Lobby Information Desk (Sharlene)

Web Pages

- Journey Museum Website – museum will add to their events calendar
- SHPO has added to their newsletter
- City Web Site – Added to Main Page scroll bar 4-7-10
- City Web Site – Added to Growth Management Home Page 4-7-10

Mailings (one page flyer)

- West Boulevard Historic District (Sharlene has labels)
- Downtown Historic District (Sharlene has labels)
- Individually Listed properties (Sharlene has labels)
- Area Contractors (Susan has labels)
- Window/Siding Companies (_____)
- Architects (_____)
- Certified Local Governments (Sharlene has labels)

Advertisement

- West Boulevard Association Newsletter (_____)
- Downtown Association Newsletter (_____)
- Destination Rapid City Newsletter (_____)
- City Newsletter (Sharlene – submitted 4/6/10)
- Journal Phone Interview with Yapp (_____)
- PSA's by Commissioners (_____)
- Noon Show by Commissioners (_____)
- Display Ad in Journal (Sharlene) target 1-1 ½ weeks prior to event

Workshop Setup

- Friday setup of Laptop and Data Projector and assist Yapp with his displays (_____)
- Saturday take down of Laptop and Data Projector and Yapp displays (_____)
- Transportation for Yapp to and from the Journey Museum (_____)