



## STAR HISTORICAL COMMITTEE MEETING AGENDA

City Hall - 10769 W State Street, Star, Idaho

Thursday, December 08, 2022 at 6:00 PM

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**1. ROLL CALL**

**2. MEMBER REPORTS**

**A. Catapult 3 Proposal Presentation / Information Review**

**B. Liberty Grange Hall Update**

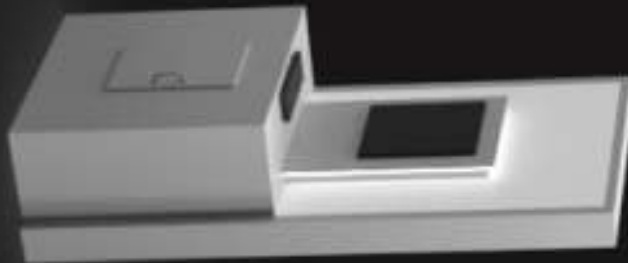
- \* Anticipated Bid from Pacific Movers for Building Transport
- \* Property for New Grange Hall Site
- \* Owner Research on Free Market Value of the Grange Hall

**3. COMMITTEE RECOMMENDATIONS TO CITY COUNCIL**

**A. Oral History Proposal Development (ACTION ITEM)**

- \* Production by Dean Hagerman
- \* Videography
- \* Display Creation

**4. ADJOURNMENT**





**Jacob Qualls**

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**From:** Niels Christensen <nielsc@catapult3.com>  
**Sent:** Wednesday, December 7, 2022 2:13 PM  
**To:** Jacob Qualls; davisl@vt.edu  
**Cc:** Mary Gehl  
**Subject:** Kiosk and Banner Concepts  
**Attachments:** Star Historical Society Kiosk 2 Back.png; Star Historical Society Kiosk 2.png; Star Historical Society Kiosk Side.png; Star Historical Society Kiosk.png; Kiosks Side.png

Hello all,

I put together a few concepts and wanted to be sure you had them before our meeting tomorrow. The “Kiosk 2” files are a more dynamic approach breaking everything up and creating more of a display area that people can walk through. The “Kiosk” and Banners would be if you wanted the display against a wall or had limited space. I also wanted to include another rendering of a kiosk we are doing a client that has a double sided kiosk as another option for you to consider. I do have lighting on these, but that does not have to be included in the final design. I also have the back of the kiosk internally lit so it will glow, but again that does not have to be incorporated. I just wanted to show a few options.

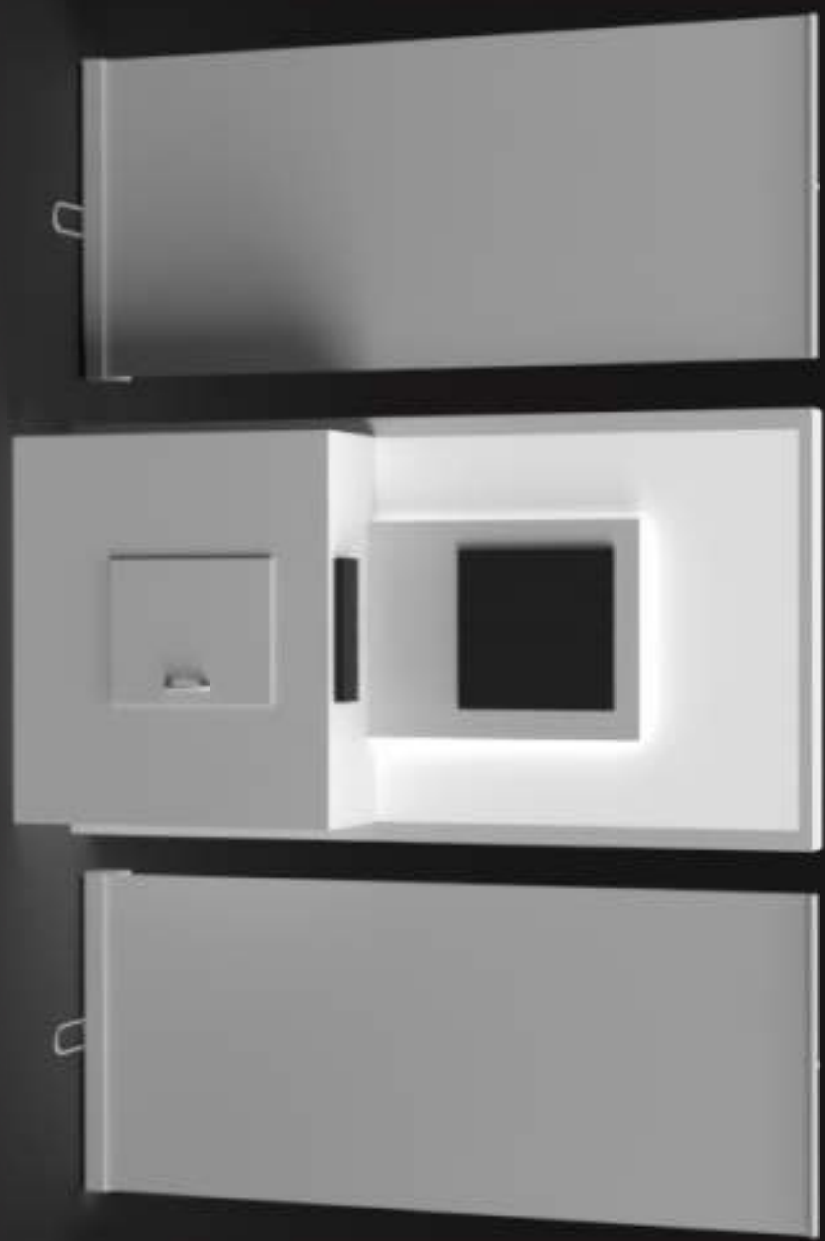
Let me know what you think and if there is anything else you would like to see.

Thank you!

**Niels Christensen**  
Graphic Designer

Catapult 3  
NielsC@Catapult3.com  
PH: 208-908-5424







Lynn Davis  
City Of Star

Quoted By: Mary Gehl

# Estimate

ESTIMATE DATE  
8 Dec 2022

ESTIMATE TOTAL  
**3,530.00**

VALID TO  
7 Jan 2023

## History Kiosk

Single Sided Kiosk - Frame constructed from light-weight aluminum extrusion with full color dye sublimation graphic sides or PVC Graphic panels for more secure storage cabinet below. Includes monitor bracket, laminated shelf which may include full color information graphic on top.

Appx Size: 30"w x 72"h x 24"d

2 Qty - Retractable display and graphics - full color digital graphics laminated and mounted into high quality retractable style hardware

Graphic size: 32.9"w x 84.625"h (+10" leader at bottom for mounting graphic into hardware)

### OPTIONS:

- Low-Tech Interactive mounted on counter-top. Could consist of flip-book style story and/or history.
- Backlit graphic panel to add additional dimensionality to the kiosk/edge lighting underneath edge of counter
- Downlighting - stem lights above
- 2nd Side - Currently can have full color digital graphics on backside or add additional kiosk station.

	QTY	RATE	AMOUNT
<b>Single Sided Kiosk</b> Single Sided Kiosk - Frame constructed from light-weight aluminum extrusion with full color dye sublimation graphic sides or PVC Graphic panels for more secure storage cabinet below. Includes monitor bracket, laminated shelf which may include full color information graphic on top. Appx Size: 30"w x 72"h x 24"d Note: Cost for Single Unit	1.00	2485.00	(TE) 2,485.00
<b>Case</b> OCX Plastic molded case to contain all pieces. Size: OD: 27"w x 40"h x 17"d	1.00	375.00	(TE) 375.00
<b>Retractable Displays</b> Retractable display and graphics - full color digital graphics laminated and mounted into high quality retractable style hardware Graphic size: 32.9"w x 84.625"h (+10" leader at bottom for mounting graphic into hardware)	2.00	335.00	(TE) 670.00
<b>Option: LowTech</b> Low-Tech Interactive mounted on counter-top. Could	0.00	395.00	(TE) 0.00



consist of flip-book style story and/or history.			
Option: Backlit Panel Backlit graphic panel to add additional dimensionality to the kiosk/edge lighting underneath edge of counter	0.00	1800.00	(1,800.00)
Option: Stem Lights Downlighting - stem lights above Cost per light	0.00	195.00	(TE) 0.00
Option: Double Side 2nd Side - Currently can have full color digital graphics on backside or add additional kiosk station. Additional cost to Base model above	0.00	1140.00	(TE) 0.00

Subtotal	3,530.00
Tax 6.00%	0.00
<b>Total USD\$</b>	<b>3,530.00</b>

Terms: **WORKING AGREEMENT**

**Our goal is to provide you with the best service possible. In order to achieve this goal, we need to make certain that there is a clear understanding of how we operate.**

**Contract Acceptance:** Signed quote as well as email approval are acceptable forms of binding this contract.

**Payment Terms:** Standard terms are "Due On Receipt". Credit terms are available upon completion of credit application and submission of trade and bank references. Terms provided depend on credit worthiness. Projects Over \$5,000 USD subject to a 50% deposit, with payment due upon completion of the project. A monthly service charge of 1.5% is payable on all overdue balances. Client shall be responsible for all collection or legal fees necessitated by lateness. Disputes against Catapult3, Inc. will be arbitrated in the State of Idaho.

If design and/or client needs change, Catapult3 reserves the right to revise prices or product designs. See "Change Orders"

**Lead times:** Vary depending on project and will be estimated at the time of quote. Project specific, schedule of activities to be provided as needed. Catapult3 reserves the right to alter the overall lead time of your project if client fails to meet required deadlines.

**Artwork Specifications:** See Attachment.

**Samples/Proofs:** Proofs are available, and can be quoted upon request.

**Change Orders:** Change orders must be confirmed and approved by a Catapult3 Representative. Change orders are subject to increased material, labor and/or service costs depending on the requested change and will be quoted accordingly. Catapult3 reserves the right to alter the overall lead time of your project based on any change orders requested.

**Order Cancellations:** Order cancellations must be confirmed and approved by a Catapult3 Representative. The cancellation of a production order for which Catapult3 has produced or ordered raw materials may result in Catapult3 fully charging for the materials and labor, or imposing a minimum cancellation fee of up to 50% of the purchase/sale price.

**Rush Fees:** Projects that require an in-hand date sooner than our estimated lead time (as per your projects specifications and service requirements) or projects that are forced into a "rush situation" due to late receipt of art files/late approvals and the like, may be subject to a 50% rush fee.

Section 2, Item A.

**Shipping:** FOB Catapult 3 Dock, standard UPS Ground shipment will be used unless otherwise denoted by the client and/or project. Upon acceptance of delivery, you agree that the package(s) have arrived without any visible shipping damage. If shipping damage is noted, sign for the delivery as damaged and contact Catapult3 immediately. Failure to sign for the package(s) as damaged, refusal of the package, or neglecting to note after 3 business days any damage that may have occurred during the shipping process will be treated as a warranty claim, and are subject to the terms and conditions of our warranty.

**Disclaimer:** Purchaser determines suitability of all product usage and assumes all risk and liability. Neither the seller nor manufacturer shall be held liable for any injury, loss or damage from use of products.

**Return Policy:** Catapult3 will not accept the return of a used or custom made product or graphic. For standard catalog items only, Catapult3 reserves the right to accept or refuse returned items to our stock. All returns are subject to a MINIMUM 25% restocking fee. All returns/exchanges must be made within 30 days of receipt of goods. For return acceptance, products must be unused, and must be returned in original carton. Please secure prior return authorization and provide proof of original purchase.

**Warranty on Hard Goods Produced:** Catapult 3, Inc. has a one-(1) year warranty on hard goods and products produced. We hope this warranty period will provide a safeguard for any unforeseen issues that may arise after the exhibits have been tried and tested by the visiting community. Catapult3 will remain readily available to provide on-going post installation service.

**Artwork Creation and Ownership:** All artwork designed and created by Catapult3, Inc. is the exclusive property of Catapult3, Inc. The right to reproduce this design in whole or part without the written consent of Catapult3, Inc. is prohibited. Any and all artwork provided by the client is assumed to be authorized and approved by all parties involved in create of said artwork. Catapult 3, Inc. is not responsible for unauthorized use and/or alteration of possible copyrighted artwork.

**Severability:** In the event that any one or more of these provisions should be invalid, illegal, or unenforceable, such provisions will be modified, if possible, to the minimum extent necessary to make them valid and enforceable, or if they cannot be so modified, , then severed, and the remaining provisions contained herein will not be affected or impaired.

**Entire Agreement:** This agreement constitutes the entire agreement between us. Any amendments to or modifications of this contract or any term or condition hereof shall only be valid if in writing signed by both parties.

**Third Party Beneficiaries:** These terms create no rights for third party beneficiaries.

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Catapult3, Inc.

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Client

## ARTWORK GUIDELINES

### SOFTWARE & FILE FORMATS

Adobe Illustrator CC or below; vector files such as AI, EPS, PDF.

Adobe Photoshop CC or below; raster artwork (flattened) such as PSD, TIFF, JPG.

Adobe InDesign CC or below (not preferred)

Please note that Illustrator special effects such as drop shadows and glows may have

unpredictable results when printing; Photoshop is preferred when using special effects.

## **FONT SPECIFICATIONS**

Please convert all fonts to outlines.

## **LINKED IMAGES**

Please provide all linked images as separate files.

## **COLOR SPECIFICATIONS**

Please provide all vector files (such as AI, EPS, PDF) in CMYK format and raster files (such as PSD, TIFF, JPG) in RGB format.

If Pantone colors need to be matched, please specify PMS numbers. Unless otherwise noted, Pantone colors will be matched to solid coated.

If colors are critical, please provide hard copy proofs for color accuracy.

## **RESOLUTION**

All raster files (print files as well as linked images) must be at least 100 pixels per inch at 100%. (150 ppi or better preferred)

## **TEMPLATES & BLEED**

Templates may be available depending on projects; please contact us for availability.

Bleed requirements are specified in templates. When templates are not available, please contact us for bleed requirements as they vary depending on project and finish.

## **PROFILE-CUT GRAPHICS**

Artwork must be in vector format with fonts converted to outlines.

## **FILE SUBMITTAL**

File(s) can be emailed if they are no larger than 10 MB. Please use a file transfer service such as *WeTransfer* or *Hightail* to provide large files. Files on CDs, DVDs, thumb drives or portable hard drives are also acceptable.

## **PROOFS**

Proofs are available upon request. Additional cost may incur depending on the type of proof.

## **TURNAROUND TIMES**

Lead times vary depending on project and receipt of final graphic approval. We will provide our best estimate when production approval is obtained.

## **CHANGES**

When change(s) are required, design services are available for updating client's files. Our current design rate is \$95/hour.

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## Summary of Star History Committee Planning, December 6, 2022

From Lynn Davis, History Committee Member

The Star History Committee has been talking with the owner of the Grange building near State Street and Highway 16 about getting the building to move it to a favorable site for Star's future history museum.

In planning for the museum, the Committee has seen the need to do an oral history exhibit of 12-15 seniors to capture their memories of early Star while they still have good health. We are also trying to get the exhibit done in time to be a field trip next summer when Liz Hobson, head of the Idaho State Historical Society and Idaho State Museum, hosts the annual national conference of the Association for State and Local History. Our exhibit will be portable for easy set-up, take down, storage, and travel when needed by Star government. The field trip will also include a walking tour of Star. Liz is a huge help in steering us to various resources.

Last spring we did the first oral history of Jane Raynor, one of the oldest residents of Star. We are engaging a professional historian Dean Hagerman, recommended to us by the head of Boise State University's history department, to interview the others on the list. Dean does not have the equipment necessary for easy transfer of the interview files to exhibit equipment, so we are now exploring the exhibit production end of the project to easily and cost efficiently merge the interviews with software and hardware.

In addition to Jane Raynor, the citizens we would like to interview are:

1. Mary Kolsky
2. Marq Ross
- 3/4 Jack and Betha Foster
5. Herb Quenzer
- 6/7 Kay and Bud Helmick
- 8/9 Jak and Butch Kirtley
- 10 Jane Raynor (already done)
- 11 Gary Ohlson
- 12 Delbert "Dell" Stephens – Star Quarter Horse Ranch

We have asked Meredith Hudson if she would post on the Star website if anyone had a suggestion for our interview list of long time Star residents. We will limit our list to 15 because it is looking like our end product will be a professional 10-minute video meshing all the interviews.

Liz Hobson gave us a list of companies that video interviews and that produce exhibits. Research has narrowed down the vendor options.

December 6, Committee members Mayor Trevor Chadwick, Lynn Davis, Meredith Hudson, Jacob Qualls, and Chip Sitton met with Mary Johnson, owner of Catapult3, a comprehensive exhibit producer in the Treasure Valley, and one of her designers, Neal Christian, to brainstorm and see first-hand some of the software and hardware available for exhibits. Neal will return Thursday,

Dec. 6, 6 p.m., to our monthly History Committee meeting to show some designs that could work for us. The company estimates the exhibit structures would cost around \$2500.

Last week Lynn interviewed Brandan Fisher of Fish Dawg Productions, which specializes in producing video interviews. They seem to have the equipment we need and their creative work is stunning. They have worked with Catapult3 in the past.

In brainstorming with Brandan, he suggested we consider using a QR code on the side panels that people could download on their phones. His creative team would work with Dean and videotape the interviews and weave them into a 10-minute (a time that is short enough for people to stay engaged) video. His team would video the interviews as Dean conducts them. Dean himself would open the exhibit video with his own words about Star's history. To be cost effective, the team would do 4 interviews a day at an appropriate indoor or outdoor site that gives context to the person. There would be two videographers. It takes 2 hours from set up to take down. Brandan is estimating the cost at \$5000 each day of videotaping. To help keep costs contained, I told Brandan as a professional editor I could help them with the editing.

By preplanning the entire project on the front end, we can be budget wise. It is looking like we should keep our equipment simple. Instead of 12-15 separate video stations and accompanying printed whole interview texts, we should create a 10 minute oral history video that weaves all the interviews into one. Side panel displays would carry the printed texts with photos. At the December monthly History Committee meeting, Neal will also present some other designs to consider, including 2-sided pop-ups. Catapult suggested that Star might want a stand to put printed materials on next to the video monitor. The retractable pop-ups are light weight and easy to manage. The pop-up size would probably be 7 feet tall, 30 inches wide; three pop-ups would spread out about 9 feet.

Jacob said it would be nice to rollout the exhibit at Star's Fourth of July Parade. Catapult said they carried tents for outside use of exhibits. Catapult can duplicate exhibits within a 3-4 week period if more copies were needed. As a comprehensive producer of exhibits, Catapult said they had routers and laser cutting capabilities. They have done the exhibits for Idaho's Capitol.

The goal is to have a professional unified look, using equipment that works together, for exhibits that are easy to operate and maintain, and in some cases easy to transport and set up when and where needed. As noted above by Catapult, hardware -- the equipment to stage the exhibit (video and pop-up screen), and the side panels containing the printed interview -- may run about \$2500. We are looking at total exhibit production costs to be under \$50,000, which is not out of line with typical costs. This exhibit will have a long-term life so it is important it be professional. We could look for sponsors to underwrite costs, and we would acknowledge such sponsors in the video trailer.

When Dean said he did not have the equipment to make the oral history transfer seamless, we realized we needed to complete a plan of start to finish so we can be efficient budget wise, so we don't have to back track and spend funds unnecessarily.

At Thursday's upcoming monthly History Committee Meeting we can present these details of our vendor research to decide what we should do regarding the oral history exhibit.

After Dean Hagerman completes the interviews, we would like to work on an exhibit of the area's old barns before they are all gone, since Star was a farm town. Jacob suggested other future themes would be to interview all of Star's living mayors and also do a video on the legendary family ranches, such as Jerry Gage, Mike Moyle, and Phillip Stillwater (spelling?).

We would also like for Dean to research how the Oregon Trail seasonally used a trail through Star. Mayor Chadwick said that the pioneers made Star a crossroads, from which the families split off to continue in various directions. The Mayor also noted that December 14, 2022, marks the 25<sup>th</sup> year of Star being incorporated as a city – December 10, 1997.

The Mayor asked the Committee to keep a spreadsheet of costs. He would ask City Council to approve the needed budget and if we do get sponsors, we will reimburse the city budget. Per the Mayor, we have an email understanding with historian Dean Hagerman, who will do the history research for our exhibits.

### **The Long Term Picture (with the History Committee in an advisory capacity)**

To get a building and site prepared for the History Museum and a fundraising program up and running, an experienced person should be hired. This might mean creating a History Foundation, a project that needs more research. We don't want to make things more complicated than they need to be. We need to keep things as simple as possible. In due time, there will be a need for an executive director/manager of the History Museum.

There is a need to have an historian do research and write a history of Star that could be printed and sold to the public at the History Museum and elsewhere. This could take 1-3 years from past experience. From the history box of Star archives at the Star Library, it appears that key elements to Star's past include the irrigation development, early mining, farming, residence of Idaho's best known artist James Castle, the Oregon Trail seasonal use, and the Boise River.