



MINUTES
Preservation Commission
Monday, March 19, 2018
City Hall/Civic Center – 7:00 p.m.

1. **Roll Call:** Mr. Clark called the meeting to order at 7:13 p.m.

Members Present: Clark, Van Awken, Benedict, McCreary, Wren and Zurlinden

Members Absent: Sigler and Ittner

Staff Present: Brightharp

Guests: Sean Befras

2. **Approval of Minutes:** Mr. Wren moved to, and was seconded by Mr. Van Awken, approve the minutes of February 12, 2018.

The motion to approve the minutes passed with a unanimous voice vote.

3. **Communication and Reports:**

- a) Educational and Technical Assistance Committee

Nothing to report.

- b) Nomination and Hardship Committee

Nothing to report.

- c) Work Plan Committee

Nothing to report.

- d) Annual Work Plan Monthly Review

1. March:

- i. Communique Article (March/April edition) - Mr. Van Awken passed out the article that was submitted for the Commission to review. There was then discussion about the article and the deadline for the next Communique. Mr. Van Awken discussed what he would like to see in the next Communique which would include the Preservation Commission work plan, so the public could see what the Commission

- is currently working on.
- ii. Preservation Awards Program-Ms. Brightharp stated that there were no nominations that have been submitted and the deadline to submit had passed. Mr. Clark discussed moving forward in the future to look as a Commission for nominations next year and become more proactive as a Commission.
 - iii. Nominating Committee Convene to Nominate Officers-Mr. Clark stated that a committee would need to meet to nominate officers for the next year and there was then discussion as to who would be interested in being nominated. Mr. Van Awken expressed his interest in chair, he also stated his concerns with Carbondale and what he would like to see the Preservation Commission do in the future. Mr. Wren also spoke about his interest in being Chair. It was decided that Ed Van Awken and Jordan Wren would like to be nominated for Chair and Kevin Clark for Vice Chair.
 - iv. Commissioners Review Work Plan Draft
 - v. Promote Preservation Recognition Program through Communique-Mr. Clark thanked Mr. Van Awken for taking that over, but he also discussed only doing every other Communique with an article submission unless the Commission decides there is something else to submit. Mr. Van Awken also discussed a letter to editor for the Southern Illinoisan in the future to let the public know what the Preservation Commission is doing.

2. April:

- i. Founder's Day-Mr. Van Awken stated that the Memorial Service would be a great opportunity to promote Founder's Park and Founder's Day with the amount of people that will be attending the event. Mr. Van Awken also stated that the City Clerk expressed concerns about the plans for some of the Memorial Day events that were discussed in the last Commission meeting with Betsy Brown. Mr. Van Awken also discussed the flag pole and the donations to make that happen. Ms. Brightharp asked what day Founder's Day will be taking place. Mr. Van Awken stated that the date was still to be determined. There was then discussion about the first Founder's Day and what happened at the first one. It was then decided that there would not be a Founder's Day for this calendar year, but the possibility of acknowledging Founder's Day in a City press release or on the City website. It was then discussed when the official date for Founder's Day was and how to determine the date for it to annually fall on.
- ii. Promote Preservation Award Program in advance
- iii. Conduct Annual Meeting and Election of Officers
- iv. Approve Work Plan for Next Year
- v. Provide Definitions for the Commission's Standing Committees (pending from 2013)-Mr. Clark stated that he would address this and be ready to present at the next meeting.
- vi. Preservation Recognition Program (more outreach)-Mr. Clark stated that there is nothing to be nominated for this calendar year. Mr.

Zurlinden asked about the deadline being moved back to look for nominations. It was then discussed that National Preservation Month is in May and maybe moving it back until then to have an award presented this year. Mr. Clark stated that each Commissioner should look for one or two different properties to be nominated for the award. Mr. Zurlinden then discussed the categories that properties could be nominated for and what to look for when discussing nominations for the awards. There was then discussion about a couple of different properties and if they about be eligible for nominations based off of changes that have been made to the property.

3. May:

- i. Communique Article (May/ June edition)-Mr. Clark discussed putting in an article for National Preservation Month.
- ii. National Preservation Month Activity
- iii. Historic Preservation Awards & Memorial Day Celebration-Mr. Clark stated that there would not be an event this year.
- iv. Preservation Recognition Program (more outreach)

4. June:

- i. Prepare FY 2018 CLG Report (05/01/17 - 04/30/18)-Ms. Brightharp stated that she would be getting the information together for this report.

e) Certificate of Appropriateness Committee

1. COA 18-05, The Shelton House, 601 W. Oak St.: The owners of the Shelton House, Mr. Collins, has begun painting the exterior of the home in a different color pattern.-Mr. Wren stated that the Committee met with the owner of the Shelton house and discussed his plans for the property. He stated that he showed them the paint that was going to be used but there was not going to be any changes to the structure, just paint color. The Committee granted approval based on the discussion.

f) Founders Park Subcommittee

Ms. Brightharp asked where the Committee was at finding a design for the park and a timeline for development. Mr. Clark stated that some of the designs are being looked at from SIU and that they would present a timeline at the next Commission meeting. Mr. Clark also discussed moving forward with plans to present to possible donors for the park. It was also discussed making sure plans are in order and landscaping before asking individuals for donations.

g) Founders Day Subcommittee

Nothing to report

4. **Comments by the Public, Commission Members or Staff:**

Nothing to report

5. **Adjournment:**

Mr. Clark adjourned the meeting at 8:05 p.m.