



MINUTES
Preservation Commission
Monday, May 21, 2018
City Hall/Civic Center – 7:00 p.m.

1. **Roll Call:** Mr. Wren called the meeting to order at 7:06 p.m.

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

Members Absent: Sigler, Brown, and Ittner

Staff Present: Brightharp

Guests: None

2. **Approval of Minutes:** Mr. Van Awken moved to, and was seconded by Mr. Zurlinden, to approve the minutes of April 16, 2018.

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

3. **Communication and Reports:**

- a) Educational and Technical Assistance Committee- No Report
- b) Nomination and Hardship Committee- No Report
- c) Work Plan Committee- No Report
- d) Annual Work Plan Monthly Review

1. May:

- i. Communique Article (June/ July edition)
 - 1. Due by May 18th, article covering the Historic Preservation Award will be submitted-Mr. Wren stated that the article was submitted stated that there was an award winner and that they would be receiving a certificate showing that they had received the annual award.
- ii. National Preservation Month Activity-Mr. Wren stated that there might be a way to get a proclamation from City Council for National Preservation month but no activities were planned at this time.
- iii. Historic Preservation Awards & Memorial Day Celebration
 - 1. Historic Preservation Award to be presented May 22nd at City Council to the Shelton House and the owner of the home KK Collins.
- iv. Preservation Recognition Program (more outreach)

2. June:

- i. Prepare FY 2018 CLG Report (05/01/17 - 04/30/18)

3. July: No Plans

4. August: No Plans

- e) Certificate of Appropriateness Committee- No Report
- f) Founders' Park Subcommittee-

1. Recap of recent subcommittee meeting (Agenda Published on the City of Carbondale Website)-Mr. Van Awken stated that there has been a ten year history of the Founder's Park committee and he discussed some of the history points of the process of the committee. Mr. Van Awken spoke about the plaque at the park and the different members of the committee and what they have contributed to bringing the park to life over the past decade. Mr. Van Awken also spoke about his concerns of the current state of Carbondale and the future of the city.

Mr. Wren asked for a current members list for the Founder's Park Subcommittee. Mr. Clark stated that the members include Tom Grant, Bruce Ashby, Ed Van Awken and himself. Mr. Wren stated that the Preservation Commission would like to have official minutes/agendas for the subcommittee meetings so they can see what is being discussed and worked on during the meetings. There was then discussion about the subcommittee/Commission and how they coexist. Mr. Clark then stated that last scheduled meeting of the subcommittee actually did not take place due to an issue with getting into the meeting area of the building. Mr. Wren then asked if a new meeting date had been scheduled and if it would be possible for them to make a formal meeting schedule to make sure that it was not an issue moving forward.

Mr. Clark stated that the main thing that the group would like to focus on moving forward relates to the schedule, making sure that the 48 hour media notice is sent out with the agenda and that keys are accessible for the meeting location at the time for the meeting. Ms. Brightharp stated she needs the agendas to be more detailed that what they currently are so the general public and the Preservation Commission know what is taking place during the meetings. There was then discussion about the information that needs to be included and provided so that everyone involved in the Commission and the subcommittee are on the same page and there is not a disconnect between the groups. There was also discussion about the account that the subcommittee is wanting for donations that they may receive for the park. Mr. Van Awken also spoke about historical tourism and the park helping the future of Carbondale. Mr. Wren stated that until the park is established it's hard to look forward to what it can do for Carbondale and historical tourism. There was then discussion about how Carbondale Tourism promotes historical tourism within Carbondale. Mr. Van Awken discussed the event that is taking place at SIU for the founding of the University. Mr. Wren expressed concern that Mr. Van Awken might be making too big of plans for the subcommittee and they might need to turn their focus on just the park. Mr. Clark stated that they will try to make their meetings more focused, with agendas and meeting minutes to report back to the Preservation Commission in the future to make sure everyone knows what is being discussed and focused on during the meetings. Mr. Wren stated that would be great so everyone would know what is going on and the groups are on the same page.

Mr. Clark asked Ms. Brightharp who needs the agenda and by what time do they need it to be turned into the City. There was then discussion about how the process works, how it needs to work moving forward and if the meeting times need to be rescheduled so that the minutes can be included in the Preservation Packets. Ms. Brightharp discussed the timeline that items are sent out and posted to the public for City Commission meetings and subcommittee meetings. It was then decided when the meetings would take place and that the minutes would be read in the Preservation

meeting following the Founder's Park meeting, also it was decided when the agenda will be sent to Ms. Brightharp. Mr. Wren stated that this process would help keep the Preservation meetings on track better and that they would be more progress for the Founder's Park subcommittee moving forward. There was then more discussion about what Founder's Park means and what the park really is for everyone. Ms. Brightharp stated that the information that is discussed in the meeting is the information that is needed to show the City Council what is being done in these meetings to make sure that progress is being made to get the park moving forward. Mr. Clark elaborated on what Ms. Brightharp said and stated why it is important for the future of the park and the productivity of the Founder's Park subcommittee.

g) Founders' Day Subcommittee- No Report

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

Mr. Wren stated that the Commission was provided with a copy of the bylaws in their packets and a list of the standing committees with their responsibilities. Mr. Wren stated he would like to see every Commissioner on at least one standing committee. Mr. Wren expressed a few changes that he would like to see made to certain committees, the current vacancies on the different committees and he stated that would be something to look at in the June Commission meeting.

Mr. Clark stated that he and Ms. Brightharp met to discuss the information on the website and he discussed the City standards for the website, not using Facebook as an outlet for the Preservation Commission because of the City standards. Ms. Brightharp stated that if one of the Commissioners wanted to start a personal page relating to Preservation but the actual Preservation Commission will not be allowed to have its on Facebook page moving forward. There was then discussion how a personal Facebook page would work in relation to the City of Carbondale page. Mr. Clark also stated that the best way to address the current standing committees on the website would be to add a definition to the website as a PDF link with the bylaws. Mr. Wren asked about having more of a design that the link went to instead of just a document PDF's. Mr. Clark stated that would be something to look at with City standards and something to get in order for when the City website is ready.

There was then discussion about the Nomination and Hardship Committee meeting to discuss what committees still exist within the Preservation Commission committees.

5. **Adjournment:**

Mr. Wren adjourned the meeting at 8:02p.m.