



WESTMINSTER

**Historic Landmark Board Meeting Agenda
April 27, 2022
7 p.m.**

****Virtual Meeting**
Register and Attend at this link:**

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608-520-195**

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- 1) ROLL CALL
- 2) CONSIDERATION OF MINUTES OF PRECEDING MEETING – January 26, 2022
(minutes attached, motion requested)
- 3) NEW BUSINESS
 - a) Summer Tour Update
- 4) CONSIDERATION OF OLD BUSINESS
- 5) OTHER BUSINESS
 - a) Conferences, education, other updates
 - b) Meeting schedule for remainder of 2022
(additional dates may be added if necessary).
 - i) July 27, October 26 (7 p.m. all dates)
- 6) ADJOURNMENT

Historic Landmark Board Virtual Meeting Minutes January 26, 2021

The regular meeting of the Historic Landmark Board was called to order at 7:19 p.m. by Mary Oswell, Board Chair.

1.ROLL CALL

Board members present at roll call: Gargi Duttgupta, Linda Graybeal, Kaaren Hardy, Sarah Lorek, Mary Oswell, and Alana Mace. Absent: Tennille Wood, Keith Teeter.

Also present were Staff Liaison Rich Neumann (Cultural Affairs Administrator) and Councilor Lindsey Emmons (Council Liaison to the Historic Landmark Board).

2.CONSIDERATION OF THE MINUTES

Alana Mace made a motion to approve the minutes of the October 27, 2021 meeting, as presented. The motion was seconded by Kaaren Hardy. The minutes were unanimously approved.

3.NEW BUSINESS

Per the Historic Landmark Board's bylaws, City Staff Liaison Rich Neumann addressed the need to elect new officers at the first business meeting of the calendar year. The board unanimously agreed to make no changes to board leadership.

Landmark Housekeeping

Rich provided staff with a list of certified city landmarks numbered according to the chronological order of their designation by City Council; this had been requested by the board at the previous board meeting. These numbers will be used to identify specific landmarks moving forward.

Mary notified the board that the city's current website lists a number of "historic" sites that have not been officially landmarked and questioned whether the board should approach owners about getting them landmarked (particularly the two public schools). After much discussion, the board agreed to issue a letter to prospective landmarks encouraging owners to consider applying for landmark protections. These letters would include the benefits of landmark certification.

The board also discussed their desire for all board members to have access to background materials (i.e. certification criteria) for each of the city's designated landmarks. City staff will determine the best way to achieve this goal. Mary reported that John Vann, one of the city's landscape architects, told her of his hopes that Phase II of Wesley Chapel Cemetery improvements will move forward.

Summer Bus Tours

Rich again confirmed that the 2022 Summer Bus Tours will take place between 10 a.m. and 1 p.m. on June 11, July 9, August 13, and September 10. A work group comprised of Linda Graybeal, Tennille Wood, Mary Oswell, and Sarah Lorek will work in collaboration with the Westminster Historical Society to finalize an itinerary for each tour. Currently, the proposed itineraries are as follows:

June 11: Bus Tour of Historic Westminster, Bowles House Museum, Westminster History Center

July 9: Bus Tour Shoenberg Farm, Vintage Baseball Game

August 13: Wadsworth Boulevard (92nd to Uptown Ave.), Semper Farm. World Culture Fest

September 10: NE Westminster: Savery Savory Tower, Metzger Farm, Wesley Chapel Cemetery

Information created for the bus tours will also be used to draft additional promotional content (brochure, website, etc.)

4. CONSIDERATION OF OLD BUSINESS

In response to an earlier inquiry, Rich confirmed that Kaaren Hardy's two-year appointment term would expire at the end of 2022, but she is not term limited until 2027. Kaaren indicated that she may wish to retire at the end of this term.

The board also requested Rich send a follow-up email containing a link to registering for the 2022 Saving Places Conference; the Winter/Spring CLG training schedule; and a link to the online listing of benefits available to Certified Local Governments.

5. OTHER BUSINESS

Meeting Schedule for 2022:

April 27, July 27, October 26, usual time of 7:00 p.m.

Rich will send calendar invitations for each meeting.

6. ADJOURNMENT

Mary Oswell declared the meeting adjourned at 8:05 p.m.

THE WESTMINSTER HISTORIC LANDMARK BOARD

Mary Oswell, Board Chair