**Historic Preservation Commission**

**Meeting Minutes**

**June 21, 2018**

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| **Call to Order** | **In Attendance** | **Absent** | **Guests** |
| **Made by:**  **Tony Armento**  **Time: 6:00p.m.** | Tony Armento-Chairman  Lisa Schons-Secretary  Derreck Brown-Webmaster  Gary Weaver-Treasurer  Kelly Collins Schram  Cheryl Hart-Planning  Director | Rick Thomas  Lu Anne Gilligan-  Recording Secretary | There were no guests attending this meeting. |

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| **Approval of Minutes** | **Date of Minutes** | **Motion to Approve** | **2nd** | **Outcome** |
| 6-21-2018 | Gary Weaver | Derreck Brown | Motion to approve Minutes as written. |

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| **Treasury Report** | **Starting Balance** | **Expenditures since last meeting** | **Current Balance** |
| $86.86 | $85.00 for Recording Secretary is left in account to be spent | $1.86 |

**Old Business**

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| **Topic** | **Discussion** | **Outcome** |
| **Update on National Register period of significance SHPO/HPF project** | Tony reported that the Armory property is not eligible for the Historic District but will be able to be listed individually. | The Armory property is not eligible for the Historic District but will be able to be listed individually. |
| **Regional CLG training Friday 5/18/2018 and additional training required** | Tony attended the Regional CLG training session Friday 5-18-2018 as required. Most of the materials covered were old material with very little new material. Kelly Collins was unable to attend at the last minute due to an emergency. Derreck Brown volunteered to attend the next training session to be held in August in Hendersonville. | Tony attended the Regional CLG training held Friday 5-18-2018 as required. Kelly Schram was unable to attend. Derreck Brown volunteered to attend the training session held in August in Hendersonville. |
| **Website issues, and Landscape update to FAQ page** | The site was taken down due to hosting services not renewed. Going forward emails will go to Derreck Brown and the Chairman and whoever else will have access to it. Payment is set up for auto renewal for one (1) more year.  Domain.com is in Cheryl Hart’s name but the renewal will go to Derreck. | The site was taken down due to hosting services not renewed. Going forward emails will go to Derreck Brown and the Chairman. Payment is set up for auto renewal for one (1) more year. Domain.com is in Cheryl Hart’s name but the renewal will go to Derreck. |
| **2018 Goals/Visibility**  **Initiatives updates**   1. **2018 Photo Contest** 2. **Public Ledger Articles** 3. **Welcoming Program Activities** 4. **Property of the Month website feature/**   **Discussion**  **5. Re-start of Historic District Walking Tours**  **6. Online inventory of properties**  **7. Regional Education Event -Discussion** | 1. **Photo Contest** – One person has submitted. Tony will put another press release and Derreck will put it on Next Door and Face Book. There is still no word from Faith Watkins. Derreck will check for other venues with the first choice being the HUB. Mary Yount is still interested in partnering with the HPC for displays in the downtown storefronts. 2. **Public Ledger Articles –in progress ---**Tony reported that there is one press release started and still in progress. 3. **Welcoming Program Activities-** Gary Weaver met with the new owners of201E Front Street. They are not happy that there are local designation   compliance requirements.   1. **Property of the Month website feature/Discussion** - There was discussion about which property to be featured first. It was decided that the **Villa at 206 College Street** would be the first featured Property of the Month. The property will also be the subject of the “This Old House…Oxford” column in the Oxford Public Ledger, and will focus on the history and family that lived on the property. Research materials used include the Heritage and Homesteads Book and our Museum. 2. **Re-start of Historic District Walking Tours –** Nothing to report at this time. 3. **Online inventory of properties –** Nothing to report at this time. 4. **Regional Education Event -** The selected date for our RegionalEducational Event is to be held on November 15, 2018 at the Library. Someone from the State will be contacted to be a part of the presentation with new materials. Vance, Person and Warren County Commissions will be contacted and asked to attend. | 1. **Photo Contest-**Only one person has submitted so another Press Release will be submitted and Derreck will put an update on Face Book and on Next Door. There is still no word from Faith Watkins. Derreck will check for other venues with first choice being the HUB. Mary Yount is still interested in partnering with HPC for displays in the downtown storefronts. 2. **Public Ledger Articles-**   There is an article started and in progress.   1. **Welcoming Program Activities-** Gary met and visited with the new owners of 201E Front Street. They are not happy about having local designation compliance requirements. 2. **Property of the Month website feature/ Discussion-**Much discussion was had about which house to feature as our first Property of the Month. It was decided that the Villa at 206 College Street would be featured. 3. Nothing at this time 4. Nothing at this time 5. **Regional Education Event-** The selected date for our Regional Education Event is November 15, 2018. It will be held at the Library. Someone from the State will be contacted to be a part of the presentation. We will also invite Vance, Person and Warren County Commissions to attend. |

**COA APPLICATION REVIEW #1 : No COA’s at this time—(Kelly Collins Schram withdrew her application)**

**Summary of Approved Minor Works: There are no Minor Works this month.**

**COA Renewal:None at this time.**

**Demolition by Neglect:Nothing at this time.**

**New Business**

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| **Topic** | **Discussion** | | | **Outcome** |
| **Term Expiration** | Rick Thomas’ term will expire in June 2018 and he is not seeking  re-appointment. A new member is needed for his position. | | | Rick Thomas’ term will expire and he will not seek re-appointment. A new member is needed for his position. |
| **Motion to Adjourn** | **1st** | **2nd** | **Outcome** | | |
| Kelly Collins Schram | Derreck Brown | By unanimous decision, the HPC decided to adjourn at 6:48 p.m. | | |

**Date of Next Meeting: Thursday, July 19, 2018**

**Minutes Prepared by: Lu Anne Gilligan**