

## HISTORIC PRESERVATION COMMITTEE

August 20, 2009

10:00 a.m. – City Hall

### MINUTES

The Colville Historic Preservation Committee met for a regular meeting on Thursday, August 20, 2009, at City Hall. Vice-Chairperson Janet Thomas called the meeting to order at 10:00 a.m. without a quorum present.

MEMBERS PRESENT: Alan Bedford, Janet Thomas, and Russ Larsen. MEMBERS ABSENT: Craig Figley, Tracy Ferrell, and Sheri Sundheim. One vacancy exists. STAFF PRESENT: Assistant Planner Melinda Lee and Director of Building & Planning Jim Lapinski. RECORDING SECRETARY: Susan Davis.

### MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting of June 18, 2009 had been distributed to each member prior to the meeting. Due to the lack of a quorum, the members present recommended the minutes be approved as written pending a formal vote at the next regular meeting.

### OLD BUSINESS

#### A. Overview of Rendezvous Booth/Tours.

Discussion followed regarding the Rendezvous booth and historic tours. The members present felt it was a good idea but recognized a lot of the public was not aware of it. Russ Larsen suggested that in the future the committee's participation should be advertised in the Rendezvous schedule brochure. The members liked the location of the booth. They felt the participating public responded positively to the tours, photographs, and the phonograph. It was pointed out that membership information on the story boards needs to be updated. Melinda Lee felt in the future the committee might get more exposure if the booth is staffed in the evening as well. Janet suggested that scheduling the tours for afternoon and evening could generate more public participation. It was noted that a smaller bus would be adequate. Melinda advised that the re-enactments were arranged through Fiddlin' Red Simpson. Due to a vehicle breakdown, only two actors were able to participate in the re-enactments. The actors were paid through Hotel/Motel Tax fund. Janet suggested if the committee wants re-enactments in the future, a formal application to the Hotel/Motel Tax Committee should be submitted this fall.

Jim suggested the idea of selling trinkets of some kind at the booth to generate a little revenue. Al Bedford pointed out that it was his understanding that any arts and crafts being sold have to be homemade.

Janet reported that the people she talked to were very interested in the pictures and the phonograph. She felt in the future people need to be able to come into the booth to look at the pictures. She suggested expanding the booth to include more artifacts and additional photos of the area. Bigger and bolder signage on the booth could be considered, such as "Historic Preservation Committee – Tour Colville's

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Historic Buildings – Sign up Here”. It was recognized that a banner and more permanent posters would be an expense the committee would need to consider.

In conclusion, it was a general consensus to have a both the booth and the tours again next year.

### B. Historic Tour Booklets.

Melinda requested direction from the committee regarding whether to sell the historic tour booklets. Instead of the City selling them, staff recommended supplying booklets to the Chamber of Commerce and the Museum for limited distribution - if they want to charge for them, they can. It was suggested if the booklets are used in conjunction with the free tri-fold brochure, the supply might last longer. There were no objections from the members present.

## NEW BUSINESS

### A. Review and possible action regarding Sheri Sundheim’s membership.

Melinda advised that Sheri Sundheim was appointed some time ago but has not been attending meetings. The bylaws state that in the event a member is absent from three consecutive regular meetings they can be removed from the Committee by Council action. Melinda indicated that both she and Chairman Figley have been trying to contact Ms. Sundheim by phone and e-mail for a couple of months and she has not responded. Janet requested that a letter be sent to Ms. Sundheim to find out what her level of interest is and let her know that she may be removed from the committee. Melinda will send a letter as requested. It was noted that there is currently one vacancy on the committee.

Discussion followed regarding finding candidates for membership. Janet suggested that it might be beneficial to find out if someone from the Forest Service might be interested in serving as a representative, similar to former member Alicia Beat. Al suggested reviewing the current list of historic plaque recipients and possibly contacting some of them to see if anyone is interested. He requested that a list be presented before anything is sent out. It was pointed out applicants don’t have to live in the city to be eligible for appointment.

### B. Budget Request for 2010.

Melinda advised that the City Clerk has requested the HPC 2010 budget request by Sept. 9<sup>th</sup>. Currently the HPC has \$500 for plaques and \$2000 for events. Staff advised that none of the event money was able to be spent for Rendezvous because the expenses were not eligible. Melinda indicated, to date, Tracy Ferrell’s plaque was purchased and there are two potential plaques that could be paid out of this year’s budget (American Legion Post and a potential application for a house at 455 E. 1<sup>st</sup>). In the past, the committee bought a supply of copper for the plaques. It was anticipated that the American Legion plaque may be the last one from that supply. It was suggest that staff get a price quote for sheets of copper for possible purchase out of the 2009 budget. Janet asked if a banner and some permanent posters for next year’s Rendezvous would be acceptable expenses. She felt if there are funds earmarked for the committee it should have the flexibility to spend the funds on whatever seems necessary and reasonable. Melinda pointed out the cost of printing brochures and booklets do not come out of the \$500 allocated to

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the plaque program. Jim felt the budget request should clearly define what the HPC wants to use it for, such as \$2500 for plaques, brochures, booklets, and other promotional materials and events.

### REPORTS

#### A. Pending Applications.

Melinda reported that an application for a historic plaque was received from the Elks Lodge. The applicant requests a plaque to commemorate a spot on the golf course at the 9<sup>th</sup> tee that overlooks the old clay pit at the brickyard site. Melinda offered to contact the applicant for more information to see if they are planning a monument or something that explains the historic significance of the site. Janet pointed out that the committee hasn't been asked to consider a site plaque without a date before and felt that some parameters need to be discussed at a future meeting prior to discussing the Elk's application.

### ADJOURNMENT

As there was no further business, the meeting was adjourned at approximately 11:30 a.m.