

**HPC Meeting Minutes
August 14, 2017
Dwight Foster Library**

Meeting called to order on Monday, August 14, 2017 at 6:31 p.m., at the Dwight Foster Public Library by Commission President Tammy Doellstedt

Also present: Julia Chady, Julia Ince, Jim Jorgenson

Absent: Vern Zech

AGENDA:

1. Approval of July Minutes - Motion Ince, Jorgenson
2. Treasurer's Report - Tammy
 - a. Premier Water Tower Fund - \$7234.65 pending \$23
 - b. Preservation City Budget - \$863.30 pending 2 invoices for paint and keys.

Old Business

1. Local Landmarks - Local Designation
 - a. Tammy contacted Fort Club to check on sizes of other plaques. They do not currently have any plaques so our plaque does not have to match the size of another plaque. 11x9 size plaque was decided on, but we will check if this size will work for them or they could go smaller.
2. Water Tower
 - a. The Water Tower is listed on the WI State Historical Site. We do not currently have a plaque. A motion was made to order a plaque for the Water Tower. Motion: Doellstedt, second Ince.
 - b. Tours: August 5th tour - \$26 in donations received. Very busy. August 12th tour - \$23 in donations and 19 people for a 50th class reunion.
 - c. A name plate should be looked into for the benches to label them as made from the wood from the original stairs. Tammy will look into name plates. A motion was made to spend up to \$40 for the plate. Motion: Doellstedt, second Jorgenson, Approved
3. Website/Social Media Training
 - a. Chady to meet with Jenni for training on updating the website.
4. Theater Case Signage
 - a. Dark House sent the digital file of the poster to Chady. Chady should send digital file to Ince to see if she can open it.
5. Intern Anna Cornell - Tammy

- a. Intern is done. She did not have time to help with our projects. She did help a little but there were not enough hours. This is something we could look into again in the future.
6. November 12th Program on Helmut Ajango -
 - a. Tammy contacted them they did not seem to be worried about the program so do not have details yet on the program. We will need posters to be made when it gets closer.
7. Walking Tour Brochure
 - a. Ince showed us a mock up version of the tour guide. It is in a booklet format instead of a foldout brochure. List designations under the listings of the property instead of symbols on the map. Ince will check on pricing for a booklet for roughly 14 pages so we can get an idea of printing costs. Last booklets were about \$1 each. Ince will also look into possibility of getting a student to work on the layout of the brochure.
8. Historic District Signage: Merchants Ave & Main Street District
 - a. Ince met with Rudy from the city to discuss the current banners. The farmer's market's banners are 24x36. Everyone liked that size. The brackets are about \$300 for a pair plus the cost of the banners. We could check with the farmers market to see if we could share their brackets and rotate our banners seasonally. We looked at possible designs. Ince will look for additional images for the posters. Ask Rudy about the brackets on the bridge and if they are available for use.
9. City Ordinance table for future meeting
10. Possible buildings for Local Landmark Nomination table for future meeting

New Business

1. Resignation of Vern Zech/Commission Vacancy
 - a. Zech's resignation has been accepted. He need to be removed for the admin on the Facebook page. An ad will be running in the paper looking for a new commission member.

Next Meeting - September 11, 2017 at the Dwight Foster Public Library

Next Tour - September 2nd Jorgenson and Tesmer

7:50 pm Motion to Adjourn - Chady, Jorgenson 2nd

Typed by Julia Chady