

**Fort Atkinson Historic Preservation Commission**  
**May Meeting**  
**May 14, 2018, 6:30pm**  
**Dwight Foster Library, Fort Atkinson**

**Present:** Tricia Hill, Julia Ince, Jim Jorgenson, Emily Yavuzcetin

**Visitor:** Tammy Doellstedt

(Positions of chair, secretary, and treasurer were vacant at the start of the meeting.)

The meeting was called to order at 6:29 pm.

**1. Approval of April Meeting Minutes:**

Motion by Jim to accept the minutes from our April 9 meeting, seconded by Emily, passed unanimously with no corrections.

**2. Treasurer's Report:**

Current City Account Balance: \$1,071.00

Fort Community Foundation Account Balance: \$7,344.84

**3. Welcome New Members:**

Tammy reported that on May 1, 2018 the Fort Atkinson City Council approved the appointments of Tricia Hill and Emily Yavuzcetin to our commission. Tricia begins her three-year term and Emily begins her two-year term. Both were welcomed to our commission by the members.

**Old Business:**

**4. Water Tower Cleaning and Tour:**

Tammy made a report of the spring cleaning and tours undertaken by Tammy, Jim, and Julia on Saturday, May 5. In addition to cleaning, Jim installed plaques on the benches in the tower. Tammy reported that in addition to the tours at on the first Saturdays of the summer months, there will be a private tour for eight to nine people on Saturday, May 19. Members signed up for future tour dates.

**5. Website Social Media – Training and Website Upgrades:**

Emily volunteered to do the Facebook updates and the updates to our commission's website. Tammy gave guidance on these tasks.

**6. FAHPC Files:**

Tammy spoke on the need for further archiving of our files. Tammy distributed an updated "cheat-sheet" on members duties and gave the members further guidance on those duties.

**7. Walking Tour Brochure Updates:**

Julia reported that UW-Whitewater student Jacob Fischer presented her with several sample designs for the brochure. Julia shared two of these designs with our commission. Commission members gave feedback on their preferences concerning the design.

8. District Banners: (tabled due to time constraints)

9. Possible Buildings for Local Landmark Nomination: (tabled due to time constraints)

**New Business:**

10. Voting for Commission Office Holders:

Julia nominated Emily as secretary, seconded by Jim, passed with all in favor. Julia nominated Tricia as treasurer, seconded by Jim, passed with all in favor. Tricia nominated Julia as chair, seconded by Jim, passed with all in favor.

Meeting adjourned at 7:54pm

Next Meeting: Monday, June 11, 2018, 6:30pm, Dwight Foster Library

Minutes submitted by Julia Ince, May 18, 2018