

**Fort Atkinson Historic Preservation Commission  
May Meeting  
May 13, 2019, 6:30pm  
Dwight Foster Library, Fort Atkinson**

Meeting called to order at 6:39pm

Present: Julia Ince, Emily Yavuzcetin, Roz Highfield, Kirsten Winski and Chuck Washburn

1. Approval of April Meeting Minutes- Roz moves to pass, Kirsten seconds, passed.
2. Treasurer's Report- Treasurer report not available today.  
Donations made on May 4<sup>th</sup> at first Water Tower Tour, unsure of amount. Roz is working with the city to be able to access the account and review the balances.
3. Correspondence with Commission: Julia- passed out how to access PO box. Julia working with Cemetery manager on "Caretaker's Cottage" restoration. Julia, Tammy, Kirsten have USB from old files/photos – They will be uploaded to gmail account created by Kirsten. Commission members will have access and Kirsten explained the organization of it, including a calendar.  
Emily- Tammy asked us to please add times and correct dates to the water tower tours on website. Also correct the spelling of her name. Emily- PO Box fees are due at end of month, email was forwarded to Roz. Julia- Tammy sent article to the paper about the Water Tower Tours, article published on May 6 and 7.

Old Business

4. Water Tower Report: See above. As well Roz spoke with Steve Mode and he asked if he could add a link to our fort preserves website. Commission agreed that would be a great idea.

5. Website and Facebook Updates: Kirsten will reach out to John Landowski from Custom Creative again to make sure everything is squared away. She explained that the website is a little cumbersome to work with.

### New Business

6. Chuck's Historical District Report: Chuck brought in 2 brochures from the Beautification and Development Council. He explained that the past commission had begun putting plaques up on the historical buildings and it was never completed. He would like to understand which building is identified and which ones still need to be identified on the outside of the building. Julia recommended Chuck reaches out to Tammy Doellstedt to see where the former commission was on this project.
7. Future Commission Goals: 1. Website changes- Articles of Incorporation under "About" should be only accessed under "Resources." Wording of links under "Links to Historic Sites." "Alterations to Historic Buildings" says that anyone who owns a historic building needs to fill out a form in order to do alterations, this statement is not true. This only applies to Local Historic Landmarks.

Adjournment at 8:00pm

Next Meeting - Monday, June 10, 2019, 6:30pm  
Dwight Foster Library