

## Landmark Advisory Commission Meeting Minutes

April 25, 2018

Jefferson City Hall

150 N 2<sup>nd</sup> Street

Council Chambers

**Present:** Mark Manning; Linda Baker; Clea Dawson; Ron Gilles; Edna Campau

**Absent:**

**Staff:** Lissa Davis, City Planner

**Visitors:** Karen Wells

1. Meeting was called to order by Mark Manning at 2:00 p.m.
2. Karen Wells spoke about the Conser House reuse. She has spoken to Mike Barnes about his inventory system. He uses Excel but agreed a software is needed. She gave a history of the Historical Society involvement with Conser House and said we need to do something with what we have. Mark asked if anyone had all of Mike's passwords. Edna said he is looking for his replacement. Linda thinks the Historical Society should work on getting the software. Karen will review project Edna did a while back.
3. Linda moved to approve the minutes from February 14, 2018 meeting, seconded by Clea. Motion passed unanimously.
4. Old Business
  - 4.1 Staff reported that the code change regarding membership on LAC will be heard at tomorrow's Council meeting.
  - 4.2 Staff updated Commission on Festival of Flowers table. Commission will be on the library lawn adjacent to the City Council.
  - 4.3 Discussed ILS activity. All information must be to Kerry by May 31, 2018. The Brand's should be back from California mid-month, staff will reach out to them about photos and floor plan.
5. New Business
  - 5.1 Staff reported on the status of 515 N. 3<sup>rd</sup> Street. The City Council has approved staff recommendations and condemned the house. The property owner is working with the Fire Department on a "Burn to Learn" project in June. Staff will take photos of the house and, if possible, remove any historically significant items such as door knobs, to be donated to the museum.
  - 5.2 Edna stated that the ad hoc committee got off track at the first meeting and wasn't doing what the Council approved through Mark's presentation. She and staff agreed that the committee needs to take a step back and relook at things at the next meeting. Linda spoke about the process to develop a master plan. She discussed contracting with

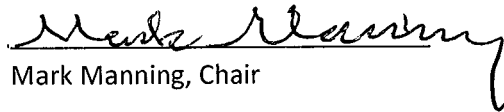
a third party to operate ancillary activities such as a gift shop or tea room. That would provide revenue for the museum/Historical Society. She also said a plan would set forth policies and procedures for day-to-day operations.

5.3 Linda said that there is a microfiche at the Albany library. She also suggested looking into state surplus for one with 2 inch reels. She also said it should be a Historical Society project and the LAC can assist.

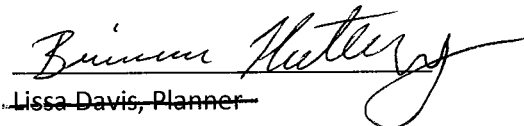
6. Set meetings for May 9<sup>th</sup>, June 13<sup>th</sup>, and July 11<sup>th</sup> (tentative)

7. There being no further discussion, Linda moved to adjourn, seconded by Cleda. Meeting adjourned at 3:00 pm.

Minutes approved this 13 day of June, 2018

  
Mark Manning, Chair

Attest:

  
~~Lissa Davis, Planner~~  
Brianna Huthey, Clerk