HISTORIC PRESERVATION COMMISSION
Wednesday, October 5, 2016 - 6:00 p.m.
City Council Chambers
911 N. 7th Avenue
Pocatello, ID

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AGENDA ITEM #1: ROLL CALL

AGENDA ITEM #2: DISCLOSURE OF CONFLICT OF INTEREST AND EX-PARTE CONTACT
Disclose financial or personal interests in items on the agenda and disclose who was talked to, the basic substance of the conversation and whether the conversation had any influence. Disclose if a site visit was done, location(s) of the visit and what was seen.

AGENDA ITEM #3: APPROVAL OF MINUTES
The Commission may wish to approve the minutes from the September 21, 2016 regular meeting.

AGENDA ITEM #4: HISTORIC PRESERVATION PLAN UPDATE

AGENDA ITEM #5: OCTOBER'S CEMETERY ACTIVITIES
The Commission may wish to finalize plans for "Before All Hallow's Eve, Share Twilight at Brady Chapel" on October 14.

AGENDA ITEM #6: PROJECT UPDATE
A. Old Town Update
B. Newsletter
C. Greyhound Bus Depot repairs and cleanup
D. Student Interns – Stephanie Christelow
E. 2017 HP Conference
F. Monthly Programs

AGENDA ITEM #7: OTHER ITEMS FROM STAFF AND COMMISSION

AGENDA ITEM #8: CALENDAR OF EVENTS
October 7 – First Friday Art Walk
October 14 – Before all Hallow's Eve Share Twilight at Brady Chapel

Pocatello Historic Preservation Commission

Municipal Building, P.O. Box 4169, Pocatello, ID 83205
PHONE (208) 234-6184 - FAX (208) 234-6586

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

AGENDA # 3

HISTORIC PRESERVATION COMMISSION
Minutes for September 21, 2016 - 6:00 p.m.
City Council Chambers, Municipal Building
911 N. 7th Avenue, Pocatello, ID

The meeting began at 6:04 PM.

AGENDA ITEM #1: ROLL CALL
PRESENT: Jacquee Alvord, Stephanie Christelow, Mary Kuehler, Nick Nielson, Kelsey Stenersen, and Councilman Michael Orr.
EXCUSED: Latecia Herzog.
STAFF: Aceline McCulla and Terri Neu.

AGENDA ITEM #2: DISCLOSURE OF CONFLICT OF INTEREST AND EX-PARTE CONTACT
Disclose financial or personal interests in items on the agenda and disclose who was talked to, the basic substance of the conversation, and whether the conversation had any influence. Disclose if a site visit was done, location(s) of the visit and what was seen.

None of the Commission members had anything to report.

AGENDA ITEM #3: APPROVAL OF MINUTES
The Commission may wish to approve the minutes from the September 7, 2016, regular meeting.

It was **motioned, seconded, and carried (Kuehler, Alvord)** to approve the September 7 minutes. Those in favor Alvord, Christelow, Herzog, Kuehler, Nielson, Stenersen. Unanimous.

AGENDA ITEM #4: REVIEW APPLICATION FOR NEW COMMISSION MEMBER
The Commission may wish to review the application for a new Commission member and provide a response to the Mayor.

Discussion ensued between Commission members. **Neu** stated Herzog recommended approval of Paul Sivitz because he is a historian and very familiar with the built environment, which is important to this Commission, and he is currently an intern for the HPC and writing a paper.

It was **motioned, seconded, and carried (Christelow, Alvord)** to approve Paul Sivitz as a new Commissioner and recommend approval to City Council. Those in favor Alvord, Christelow, Herzog, Kuehler, Nielson, Stenersen.

AGENDA ITEM #5 OCTOBER'S CEMETERY ACTIVITIES
The Commission may wish to finalize plans for "Before All Hallow's Eve, Share Twilight at Brady Chapel" on October 14.

1. **Christelow** pointed out that the All in the title needs to be capitalized.
2. Have the scavenger hunt find 5 of the 14 listed.
3. **Neu** will purchase cookies.
4. Nielson will buy napkins.
5. Christelow will follow up on the name badges by email with Terri at the New Day Products. The order is under Terri Neu's name.

6. On the last page of the PowerPoint presentation change Friends of the Cemetery Committee to Historic Preservation.
7. McCulla, send an email to Stenersen/Herzog with items to list on the
    a. Poster: Size 11 x 17 and 8.5 x 11. (Jane Riley with NKA will post our information also, we need to get her something).
    b. Please join the HPC for a Fundraising event Before All Hallow's Eve to Share the Twilight at Brady Chapel – Information to include on poster: A fundraiser to revive the Brady Chapel and donations accepted, an Open House, cookies & water, slide show presentation, self-guided section tour, scavenger hunt, and Tastee Treet ice cream cones for the first 100 people and a $5 Gift Certificate for random scavenger hunt winners, to be redeemed that evening.
8. Neu, send HPC Logo to Stenersen/Herzog.
9. McCulla, send Christelow the grave list without the yellow high-lighted area.

AGENDA ITEM #6: PROJECT UPDATE

A. Old Town Update – **Neu** stated there was not a meeting last month, and there will be one tomorrow evening.
B. Newsletter – **Neu** is working on the newsletter and will send it out next week. She wanted to publish it by October 1.
C. Greyhound Bus Depot repairs and cleanup – Neu stated there were no new updates.
D. Student Interns – **Christelow** stated the students were making progress, and she asked Neu to get a job description of the digital library internship job.
E. 2017 HP Conference – **Christelow**, Wood River rooms reserved, table for information, podium, audio visual and screen, and the food will be discussed closer to the event date.
F. Monthly Programs – **Neu** handed out the schedule of 2017 HPC Presentations. The Commission will talk about the Veteran's Day 2016 event at next meeting.

AGENDA ITEM #7: OTHER ITEMS FROM STAFF AND COMMISSION

None

1:01:50 AGENDA ITEM #8: CALENDAR OF EVENTS

October 7 – First Friday Art Walk
October 14 – Before All Hallow's Eve, Share Twilight at Brady Chapel

It was **motioned, seconded, and carried (Kuehler, Alvord)** to adjourn the meeting at 7:08 PM. Those in favor Alvord, Christelow, Herzog, Kuehler, Nielson, Stenersen.

Submitted by: _____ Approved on: _____

Aceline McCulla, Secretary