

Kankakee County Historic Preservation Commission Meeting
Summary of Minutes
May 6, 2013

Members Present:

John Adams	Daron Kinzinger	Patricia Wagner
Ashley Lucas	Terry Johnston	Jane Johnson

Members Absent:

Dr. Jim Paul	Andrew Purcell
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Others Present:

Mardene Hinton

Quorum Present.

The meeting was called to order at 3:35 p.m. by Mr. Adams. Ms. Lucas filled in as secretary pro-temp to do the summary of meeting.

Approval of Minutes:

Mr. Johnston made a motion to approve the April 1, 2013 minutes, seconded by Ms. Wagner. Motion carried.

Public Comments:

None

Historic Landmark:

- City of Kankakee Intergovernmental Agreement
 - Mr. Johnston informed the Commission that the City of Kankakee adopted an Ordinance for the County to be the designating authority. Copies will be handed out at next meeting.

Communication/Marketing:

- 2012 CLG Grant:
 - Historic Preservation Brochures:
 - Ms. Sadler handed out an updated copy of the tri-fold brochure. The brochure has been approved by Ms. O'Connor with some minor changes and then we can move forward with printing.
 - The poster brochure is still in need of pictures. Ms. Sadler is still gathering the information. There was more discussion on what the Commission would like to be added to the poster. Ms. Wagner to get more pictures and history to Ms. Sadler. Will try and have a draft available at the next meeting for review.
 - Website/Mapping:
 - Still a work in progress. Will have it available for demonstration at the seminar. Send information if you have more places you would like to see on the mapping/website.

Note: These minutes are a synopsis of information derived from the meeting.

- Outreach Seminar:
 - There was discussion on setting a date and a place. After much discussion it was decided either July 11 or 18 at the Kankakee Public Library. Ms. Lucas to check with Ms. O'Connor on her availability. Ms. Sadler to check on the availability of the Library.
 - Mr. Johnston made a motion to hold the seminar on July 18th at the Kankakee Public Library, Ms. Wagner seconded. Motion carried.
 - There was discussion on the invitation list, which should consist of the public, governmental bodies, historical societies, etc. There was also discussion on how to get the word out. Maybe some marketing can be done through the Library. Also have a press release for newspapers, historical society's newsletters, KCVB, Main Street Momenca, Riverview Historic District, etc.
 - The question was raised weather we should have more than one speaker, maybe local agencies that's involved in historic preservation. Maybe Main Street Momenca, Riverview District, or a historical society. If we cannot confirm a speaker from those agencies then maybe they would be willing to have a table with information on their district.
 - Another possible marketing idea was a public service announcement on the local radio stations. It was decided that the seminar should have a meet and greet at 6:30 p.m. and the seminar start at 7 p.m. Ms. Sadler will check on how late we can go with the seminar, about tables/chairs, bring in food, etc.

Old/New Business:

- Mardene Hinton will be officially a member at the County Board meeting on May 14th. We are still in need of an attorney to serve on the Commission.
- Mr. Johnston went to the Illiana meeting, if was just informational and the Commission will be notified if and when we are needed to be a consultant on the study.

Next Meeting:

The next regular meeting is scheduled for June 3, 2013 at 3:30 p.m.

Adjournment:

Motion to adjourn was made by Mr. Johnston, seconded by Mr. Kinzinger. Motion carried.

Meeting adjourned at 4:25 p.m.

Prepared by:

Michelle Sadler, Office Manager
Kankakee County Planning Dept.

Approved 6/3/13

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