

Kankakee County Historic Preservation Commission Meeting
Summary of Minutes
November 5, 2012

Members Present:

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

Members Absent:

Elisabeth Dunbar	Andrew Purcell	Dr. Jim Paul
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Quorum Present.

The meeting was called to order at 3:40 p.m. by Mr. Adams.

Public Comments:

None

Approval of Minutes:

There was a correction on the August 6, 2012 minutes. Mr. Kinzinger made a motion to approve the August 6, 2012 minutes with correction and the September 4, 2012 minutes, seconded by Ms. Wagner. Motion carried.

Larry Williams from the Kankakee County Convention and Visitors Bureau was asked to attend a Commission meeting. Mr. Williams will try to make our December 3, 2012 meeting.

Historic Landmark:

- Mr. Johnston stated that the City Council should approve the intergovernmental agreement tonight and then it can move forward with County approval.

Communication/Marketing:

- 2012 CLG Grant:
 - Historic Preservation Brochures:
 - The tri-fold brochures will be taken to the printer to get their input on the color, font, and overall look of it.
 - The 11 x 17 poster brochure still needs to have some pictures and all need a brief description to go under the picture. Ms. Sadler will work with Mr. Skimerhorn on the design and bring it back to the Commission.
 - Website/Mapping:
 - An excel document of historic sites compiled by Dr. Paul was handed out to the member for review. If we don't already have them we will need pictures of the site, property numbers, addresses, and a description of each site. There was discussion on

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what will be used to identify the site, as far as 911 addresses. Any changes and/or updates can be sent to Dr. Paul.

- 2013 CLG:
 - The 2013 CLG Grant application was updated and mailed to the State for approval. Ms. O'Connor stated that the budget can be adjusted if need be as well as the timeline. Now we just wait and see, last year approval was in late December/early January.
- Historic Preservation By-laws:
 - There was a brief discussion on the by-laws with a few changes. Mr. Johnston made a motion to approve the Historic Preservation By-laws, seconded by Mr. Kinzinger. Motion carried. The By-laws will be forwarded to PZA and County Board.

Old/New Business:

- Mr. Adams informed the members that Mr. Marek has declined the invitation to be on the Commission. Mr. Adams has asked Mary Kay O'Brien. Ms. O'Brien is very interested in being on the Commission, however she has to take it to the ethics committee to make sure there is no conflict. Mr. Adams will follow up with Ms. O'Brien to check status.

Next Meeting:

The next regular meeting is scheduled for December 3, 2012 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 12/3/12

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