

**Boone County Historic Preservation Review Board
Meeting Minutes
January 9, 2020
4:00 PM**

The Boone County Historic Preservation Review Board held their monthly meeting on the above date in the 1st Floor Conference Room, Old Boone County Courthouse, Burlington.

I. **Call to Order.** There being a quorum of the membership present, the meeting was called to order by Chair Pat Wingo at 4:10 PM.

II. **Roll Call.** Review Board members present were Chair Pat Wingo, Vice-Chair Bridget Striker, Secretary Tom Schiffer, Pat Berry, Lisa Hoffman, Dr. Eric Jackson and Pat Fox. Also present was Matt Becher representing the Staff of the Boone County Planning Commission.

III. **Approval of Minutes.** Ms. Fox moved to approve the minutes of the November 14, 2019, Review Board business meeting as presented. The motion was seconded by Ms. Hoffman and approved unanimously.

IV. **Item Updates and Items for Discussion and/or Action**

1. **Election of Officers for 2020.** Ms. Fox motioned to maintain the current officers for 2020 and Ms. Hoffman seconded. After brief discussion, the motion carried unanimously. The Review Board officers for 2020 will remain Chair Pat Wingo, Vice-Chair Bridget Striker, and Secretary Tom Schiffer.
2. **Review Board 2020 Meeting Schedule.** Mr. Becher advised that the board holds regular business meetings on the second Thursday of 8 months of the calendar year. After brief discussion about any potential conflicts, the board members reached consensus on the following meeting dates for 2020: January 9 (Winter Retreat), March 12, April 9, May 14 (Preservation Awards), June 9, September 10, October 8, and November 12.
3. **CLG Annual Report.** Mr. Becher stated that in order to maintain Boone County's status as a Certified Local Government, he is required to complete periodic reports for the National Park Service and Kentucky Heritage Council. The NPS report is annual and simply asks for updates on numbers of inventoried sites, etc. The KHC requires a detailed report periodically and a shorter "update" type report for most years. He is working on one of these updates for the last Federal Fiscal Year (October 1, 2018 - September 30, 2019) for submittal by February 1, 2020. He has already collected the required information from individual board members relative to Historic Preservation "Information/Education" sessions attended during the period. He asked for and received updates from a few members regarding changes in job titles and/duties. He does not anticipate needing any further information from

board members but reminded everyone that they will need to take in at least one session sometime in FY 2019-2020 (October 1, 2019 - September 30, 2020).

4. **2020 Preservation Awards Nominees.** Mr. Becher asked whether anyone had suggestions for potential 2020 award nominees or activities. He hopes to finalize the list and notify recipients after the April meeting. Ms. Striker mentioned Millie Belew and Donna Melhorn as candidates for “Preservation Volunteer” awards. Mr. Becher noted that he would add those to the list, along with the Wainscott’s soon to open Marian House Historic Venue in Burlington, which is a candidate for an “Adaptive Reuse” award.

5. **Current Grant Projects.** Regarding the **Boone County African American Resource Survey Project**, Ms. Striker reported that the data entered into the Omeka-S database will become part of the Boone County GIS. The digital site based on the database is expected to go online by February 2020. The BCPL’s existing Chronicles of Boone County will be replaced and expanded in the process. The BCPL is also working on obtaining Berea College students for internships in 2020 as well an African-American research fellowship. For the **Florence Main Street Historic District Expansion Survey**, Ms. Wingo indicated that the project is complete with the exception of a final report. She will provide the finalized survey forms to Mr. Becher for the Review Board’s files.

6. **Potential FY 2019-2020 Projects.** Mr. Becher reiterated what was discussed at the November meeting, that (1) \$680 of the \$5,000 approved FY 2019-2020 budget is committed to fence repair at Old Burlington Cemetery, (2) \$3,000 for a Kentucky Historic Highway Marker for the Old Courthouse and (3) remaining funds to be split between funding for another marker (in partnership with the City of Florence and Boone County Historical Society) for the First Baptist Church in Florence and painting of the iron fence at Old Burlington Cemetery.

There being no further business to come before the board, Ms. Striker made a motion to adjourn the business meeting and proceed with the retreat at 5:05 PM. Mr. Schiffer seconded and all present agreed. The next business meeting of the Historic Preservation Review Board will be on March 12, 2020, 4:00 PM in the Old Boone County Courthouse, Burlington.

Respectfully submitted,

Matthew E. Becher, Rural/Open Space Planner
Boone County Planning Commission

Thomas Schiffer, Recording Secretary

Pat Wingo, Chair
Boone County Historic Preservation Review Board

Date