

# Burlington Historical Preservation Advisory Board

Tuesday, January 8, 2019 @ 2:00 PM

Parks and Recreation Center

Conference Room – Use South Entrance

900 E. Fairhaven Avenue, Burlington WA 98233

## ***Agenda:***

### **CALL TO ORDER**

**Edie Edmundson**

### **APPROVAL OF MINUTES (10/09/2018 Meeting)**

**Edie Edmundson**

### **OPEN COMMENT**

**Edie Edmundson**

### **OLD BUSINESS**

**Edie Edmundson**

- Progress report on Historical Society's steps towards non-profit status
- 2019 Budget approval
- Programming ideas & schedule for 2019

**Edie Edmundson**

**Jennifer Berner**

**Edie Edmundson**

### **NEW BUSINESS**

- Revisit Mission Statement
- Information on grant options through CLG
- Follow up on goals for 2019 of recording historic buildings
- Committee to rework bylaws with staff

**Edie Edmundson**

**Jennifer Berner**

**Jennifer Berner**

**Edie Edmundson/Jennifer Berner**

### **ADJOURN**

**Next : Tuesday, January 8, 2019 @2:00PM**

### ***Enclosures:***

Minutes 10/09/2018 board meeting

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# Burlington Historical Preservation Advisory Board

Meeting Minutes for Monday, June 18, 2018

**Board Members in Attendance:** Janet Berger, Christine Cooper, Edie Edmundson, Larry Gilbert, Chris Loving, Muriel Neely and Margie Wilson

**City Staff:** Jennifer Berner and Shelley Johnstone

**MEETING CALLED TO ORDER** by Chairperson Edie Edmundson at 2:01PM.

**MINUTES:** Janet Berger motions to accept the minutes of the July 10, 2018 meeting as written; Muriel Neely seconds the motion. All are in favor; motion is carried.

## **OPEN COMMENT**

### **OLD BUSINESS**

**Update on New Display Opening.** Margie Wilson and Larry Gilbert report on the new historical exhibit's opening on September 1 at the Visitor Information Center. The event was well attended with approximately 30 guests. The Chamber of Commerce's Peter Browning was the opening speaker introducing the "Burlington Means Business" theme which is focused on Burlington businesses that have stood the test of time. Duane Stowe of Stowe's Clothing and Cheryl Bishop of Skagit Bank were special guest speakers offering what Margie describes as very entertaining grass roots presentations. Featured businesses are Ekrem Hardware, Wallace & Associates, Hulbush Funeral Home, Stowe's Shoes & Clothing, Skagit Bank and Glow Cleaners. Some of the memorabilia supplied by the Burlington businesses had interesting stories of their own. One such story from Ekrem's Hardware describes a photo of downtown Burlington circa 1906 that had been discovered in a wall of the hardware store during a renovation in the early 1980's. One of the most unique items shared was an old Monopoly board game from the 1970's featuring downtown Burlington businesses. The display will be moved from the Visitor Information Center to the Burlington Library for display during the month of March 2019. One of the benefits of sharing the display in two different locations is that it reaches two entirely different audiences.

Margie mentions that she will be sharing photos of the last three historical displays with J.D. Bouscher at the Chamber. J.D. plans to highlight the historical displays on the Chamber's website.

Edie Edmundson suggests sending a handwritten letter of appreciation to each of the businesses at some point. Jennifer Berner proposes preparing a draft of the letter and bringing to the January meeting for the board to review.

### **NEW BUSINESS**

**Mission of the Historical Preservation Advisory Board.** Edie Edmundson apprises board members of changes coming to Burlington's Historical Society that will likely affect this advisory board. In 2019, the society will pursue formal recognition as a non-profit corporation. A close alliance between the advisory board and the Society will be advantageous to the mission of both groups especially with grant resources available to each.

The board's current purpose according to its bylaws reads "... to provide for the identification, evaluation, and protection of historic resources; raise community awareness; and serve as the city's primary resource in matters of history, historic planning, and preservation...". With close alliance with the Society, in light of the limitations placed on the actions of a municipal advisory board, and in consideration of the board's hope to establish a museum in the Carnegie Library building, Edie proposes that the board revisit its mission to better define its goals.

Jennifer Berner adds that the board may be best served by involving the Planning Department in its efforts especially if the Certified Local Government program continues to be the board's focus. She will discuss the possibility with Bryan Harrison. Jennifer recently attended a workshop for the program. She explains that the

primary responsibilities of a CLG member are defined as: “to maintain a historic preservation commission; enforce state or local preservation laws, provide for public participation, with an essential function being the surveying and documenting of local historic properties.”.

The board feels that its current bylaws do not satisfactorily reflect their objectives. The board elects to focus on redefining their mission statement at their January meeting, with contemplation of the remaining bylaws to follow. Jennifer explains that Kim Gant with the State Preservation Department can counsel the board along the way to insure any revisions will still meet the State’s CLG eligibility criteria. Revisions must ultimately also be approved by city council.

Margie Wilson suggests working on changes to the bylaws as a committee instead of a collective effort by the board. Other board members agree; Jennifer reiterates the importance of involving the Planning Department in this endeavor.

**Discussion on Creating Burlington Historical Society.** Edie Edmundson explains that the Society will take steps to register as a non-profit corporation in Washington. She is uncertain yet whether the Society will apply for federal status as well (501c3). A focus group from the Society will meet in the near future to discuss initial steps such as election of officers and dues with the first public meeting anticipated for the January/February timeframe.

Formal recognition as a non-profit would provide the Society with broader access to grants and more freedoms than a municipal board might have. She sees a partnership between the Society and the advisory board as being beneficial to both. Edie has learned that in the Society’s steps towards non-profit status, the city’s attorney can be of assistance with their pledge to run the city’s museum once established.

The board spends time discussing the relationship, both the shared and the distinctive objectives of the two groups, and how they will ally. Edie will plan to have an update for the advisory board at their January meeting on the Society’s progress towards non-profit status and a mission statement.

***Meeting is concluded at 3:18PM.***

**NEXT MEETING: Tuesday, January 8, 2019 beginning at 2:00PM.** The meeting takes place at the Parks and Recreation Center located at 900 E. Fairhaven Avenue. Attendees should use the **South Entrance** of the building.

*Meeting minutes transcribed by Shelley Johnstone, secretary for Burlington Parks and Recreation.*