

Burlington Historical Preservation Advisory Board

Tuesday, July 10, 2018 @ 5:00 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 (06/18/2018 Meeting)	Edie Edmundson
OPEN COMMENT	Edie Edmundson
OLD BUSINESS	Edie Edmundson
1. Review Revised Historic Nomination/Inventory Form and discuss goal of program <ul style="list-style-type: none">• CLG Training	Jesse Kennedy
2. Internship Program Follow-up/Historical Map	Christine Cooper
NEW BUSINESS	Edie Edmundson
1. Review 2019 Draft Program Budget	Jennifer Berner
ADJOURN	Edie Edmundson
Next : Tuesday, October 9, 2018 @2:00PM	

Enclosures:

Minutes 06/18/2018 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, Jesse Kennedy, Muriel Neely and Margie Wilson

City Staff: Jennifer Berner and Shelley Johnstone

MEETING CALLED TO ORDER by Chairperson Edie Edmundson at 2:07PM.

MINUTES: Muriel Nelly motions to accept the minutes of the 04/10/2018 board meeting as written; Janet Berger seconds the motion. All are in favor; motion is carried.

OPEN COMMENT

ARC Surveyors. Edie Edmundson enquires about the ARC consultants that performed the architectural study earlier this year on the Parks and Recreation Center and the Carnegie Library. She has been expecting their return for a follow-up report. Jennifer Berner offers to talk with city engineer Brian Dempsey who took lead on the project to see what ARC's timeline might be.

Change of Meeting Time. All board members agree that changing the meeting start time to 2:00PM from 5:00PM would be convenient. The change will take place either with the July meeting or October meeting based on what might currently already sit on members' calendar. Shelley Johnstone will contact board members once when that change will take place is determined.

OLD BUSINESS

Review Historic Places Nomination Form. Jennifer Berner reports that she spoke with DAHP's Kim Gant and expressed the board's concerns regarding their recent test run of the nomination form. Kim has reviewed the form and offered suggested edits that streamline it, perhaps making it more manageable for the board's needs. The original nomination form was a comprehensive inventory *and* register form which would provide all necessary information for uploading to the State's WISAARD database. Jennifer shares hardcopies of the original form and the edited form with board members.

Kim explained to Jennifer that an "inventory" is just a collection of information with no implication on design review or incentives. Board members discuss a simpler form capturing inventory only information that could be used to record a variety of data viewed as historically relevant whether that be about a property with significance or a significant person residing at the property. WISAARD could still be used for tracking the information. The board discusses the resources available to them in managing a historic register and the regulatory obligations that would accompany it, and also whether managing a simpler inventory makes better sense at this time. Jennifer suggests composing a form addressing just inventory in one section with an optional second section for nominations that could be completed if/when the board elects to pursue a managed register.

Christine Cooper and Jennifer will contact NW Regional Archives and state colleges to inquire about intern programs affiliated with their Art/History programs in hopes of connecting with a student who could help develop the first phase of Burlington's historical inventory. The board will evaluate the properties listed on the Historical Walking Tour brochure and the properties listed in the recent reconnaissance survey before the July meeting to determine which properties to include in this first phase.

Tasks to complete prior to July meeting:

1. Jennifer will work with Jesse Kennedy in development of a new inventory form with a separate section for nomination information;
2. Obtain feedback on internship programs that may help with manpower in developing the inventory.

NEW BUSINESS

Formation of Ad-Hoc Committees. Edie Edmundson would like to reach out to the people that have attended Historical Society meetings with invitation to participate in two ad-hoc committees to (1) plan upcoming historical programs and (2) develop ideas for future historical displays at the VIC. After brief discussion, **Margie Wilson raises a motion to establish 2 ad-hoc committees to address future historical programs and historical displays; Janet Berger seconds the motion. All are in favor and motion is carried.**

Brainstorm on Program Ideas. Several suggestions for potential programs are shared by board members during the meeting:

1. Historically significant happenings such as the destructive fire events in Burlington's earlier years;
2. The Bracero program implemented during WWII in which Mexican laborers were brought into the United States to supplement the work force;
3. Agricultural milestones
4. Acquaintances that may be interested in giving a presentation
5. Speakers with historical expertise. Margie Wilson mentions that she has crossed paths with retired UW professor Dr. Janice Lovelace who can present on topics such as early railroad, logging, fishing, and mining days for a \$125 fee. The library's board may be able to help cover that fee.

Budget for 2018 Programs. With budget talks approaching for 2019, Jennifer Berner asks members to consider what board expenses should be included. She sites expenses such as those associated with displays or programs or perhaps an intern as examples, and asks members to bring those thoughts to the July 10 meeting. Chris Loving suggests also attempting to quantify the staff hours needed to support historical programs. Jesse Kennedy recommends considering the purchase of a light meter and humidity monitor to preserve artifacts placed in our temporary care.

Meeting is concluded at 3:35PM.

NEXT MEETING: Tuesday, July 10, 2018 beginning at 5:00PM. 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; all other entries will be locked after regular business hours.

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