

**KALAMAZOO HISTORIC  
PRESERVATION  
COMMISSION MINUTES**

**May 13, 2008  
Third Floor Conference Room  
241 W. South St.  
Kalamazoo, MI 49007**

**Members Present:** Erin Seaverson; Claire Milne; Katie Jacobs; Josh Willson  
Chris Wright; Linda Gentry Bennett; Pete Carroll

**Members Absent:** None

**City Staff:** Sharon Ferraro, Historic Preservation Coordinator  
Karleen Steppenwolf, Recording Secretary

**Call To Order:**  
Mr. Wright called the meeting to order at 7:00pm.

**Approval of Absences:**

**Agenda:**  
Change to IV. approval of minutes dated April 113, 2008...changed to April 8, 2008.

**Ms. Bennett, supported by Ms. Milne, moved to approve the May 13, 2008 agenda as amended. With a roll call vote the motion carried unanimously.**

**Minutes:**  
No corrections.

**Ms. Jacobs, supported by Mr. Wright, moved to approve the April 8, 2008 minutes as submitted. With a roll call vote the motion carried unanimously.**

**Introduction of Guests:**  
Pam O'Connor – former HPC Commissioner  
Sean McCann – City Commissioner

### Citizen Comments:

Ms. O'Connor stated that the MHPN held their 28<sup>th</sup> Annual Conference last week.

### Correspondence

An invoice from Gotrac (regarding the work plan) has been received and will be submitted for payment.

### Financial Report

**City:** on track.

**O'Connor Fund:** in packet. Ms. O'Connor did state that there was some money lost due to the economy.

**Lost and Found Book Project:** in packet. Ms. O'Connor did receive a proposal from Kazoo books to sell Kalamazoo: Lost & Found. The proposal consisted of a 50% discount on on-line sales and a 40% discount on in store sales.

**Ms. Bennett, supported by Mr. Willson, moved to approve the proposal from Kazoo Books to sell Kalamazoo: Lost & Found for one year and then revisit the proposal at that time. This may be contingent on City Attorney approval. With a roll call vote the motion carried unanimously.**

### Work plan:

Mr. Wright handed out folders that contained the updated and finalized work plan. The HPC discussed how to use the work plan as the agenda for this and future meetings.

The HPC went through the work plan and crossed off items that have been completed.

### Action Items/Discussion Items:

#### A) Old Business:

- 1.) Review Preservation Reception – all went well and had a good crowd.
- 2.) No information on E-newsletter.

#### B) New Business:

- 1.) Planning for Preservation Reception – done.
- 2.) Iannelli fountain – none.
- 3.) 100 block information – none.
- 4.) Election of KHPC officers: Ms. Milne was nominated as Chair, Mr. Wright was nominated as Vice Chair and Ms. Bennett was nominated as Treasurer.

**Ms. Jacobs, supported by Ms. Seaverson, moved to support the nominations of KHPC officers. With a roll call vote the motion carried unanimously.**

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Committee Reports:  
Done

**CITY REPORTS:**

- 1) Site watch list – in packets.

Commissioner Comments:

Adjournment: 8:40pm.

**Submitted by (Karleen Steppenwolf)**

**Reviewed by (Sharon Ferraro)**

**Approved by (Linda Gentry Bennett)**