**LISBON HISTORIC PRESERVATION COMMISSION
Minutes of Meeting
January 16, 2020**
The meeting was called to order at City Hall at 4:48 p.m. by Chair Rebecca Hess. Present: Marc Mohn, Michelle Platt, Ann Opatz, and Marianne Zahorik. Guest: Council Liaison John Bardsley.

Moved by Opatz, seconded by Zahorik, to approve the agenda as presented. The motion passed on a voice vote of 5-0.

Moved by Mohn, seconded by Hess, to approve the minutes of the December meeting. The motion passed on a voice vote of 5-0.

CLG Annual Report to State Historical Society: The CLG annual report is due March 6, 2020, and must be submitted online through the SHPO’s Slideroom portal. Opatz has started to work on the report and asked members to log in to review and edit the draft by the end of January. Up to ten supplemental documents/photos are permitted this year.

Plans for National Register Designation Celebration: Opatz presented a list of collaborators, activities, and other logistical matters relating to the community celebration on May 6. Working with this list, tasks were assigned to individual LHPC members. The Lisbon tour now appears on the History Center of Cedar Rapids’ webpage for walking and biking tours.

Membership in National Alliance of Preservation Commissions: Moved by Hess, seconded by Opatz, to join the National Alliance of Preservation Commissions in 2020 at an annual cost of $50. The motion passed on a voice vote of 5-0.

2020/21 Budget Request: LHPC will present a budget for the coming fiscal year at the City’s budget planning session on January 20. Following discussion, moved by Hess, seconded by Opatz, to request a $1,200 increase in our budget for 20/21, from $1,300 to $2,500. The increase is due in part to any costs/matching funds that might be required as plans move forward with the Meyers Farm Historic District. The motion passed on a voice vote of 5-0. Hess and Opatz will develop a budget for the Council’s consideration.

Historic District/Properties Signage: City Administrator Meier is working with the DOT on tourism signs to be installed on Highway 30 and Highway 1 (north). The group looked at several options for street sign toppers/lamp post signs designating “historic district.” Hess will look into options for consideration at the February meeting.

Goals and Action Plans for 2020: Goals and action plans for the new year were discussed and will be presented for formal approval at the February meeting.

Discussion and Possible Action on Compensation for Silas Young for “Save Our Buildings, Save Ourselves” project: Following discussion, moved by Hess, seconded by Opatz, to approve payment of $125 to Silas Young for his work on the audio recording of the “Save Our Buildings, Save Ourselves” blog. The motion passed on a voice vote of 5-0.

Updates:
 School Projects: The “Save Our Buildings, Save Ourselves” recording is in the hands of a Lisbon INC student, who will add still photos of local homes, buildings, and architecture to create the video. Platt offered to write the text for the article to be included in the “Lion’s Roar,” the alumni newsletter to be published this spring. Photos to accompany the article have been uploaded to Google Drive, and the Lisbon INC student who is putting the newsletter together for the alumni association will design the insert for LHPC.

Barn Project: Zahorik reported that Leah Rogers has submitted the Site Inventory Form for the Meyers Farm Historic District to the SHPO. She received some feedback from the SHPO and is working with LHPC to provide a few more details regarding the use of the barns, as requested by the review panel.

History Center and Library Building Assessments: Steinmetz will submit his report in January.

Update on Downtown Reinvestment Program: No new proposals have been submitted.

Social Media: Zahorik confirmed that University of Iowa communications faculty member Rachelle Biderman will discuss opportunities for special projects with LHPC with her students. Opatz will work directly with Biderman to identify possible projects.

Update on Tracking of Projects: Platt is working on a spreadsheet that will assist LHPC in organizing and tracking progress on our projects. She is working to align the project list with our goals and action plans.

Training: Hess noted that the Iowa Preserve Summit will be held in Dubuque in early June and encouraged LHPC members to attend for at least one day.

Google Drive Training: Mohn offered to provide a hands-on training session for the group on the use of Google Drive.

Other Business: Hess reported that Paula Mohr from the SHPO submitted LHPC as the Iowa success story to the National Park Service. In addition, 2019 Loren Horton Community History Award winners LHPC, Lisbon INC, and the Lisbon United Methodist Church were featured on the front page of the Iowa Historian Newsletter in January 2020.

Next meeting: Thursday, February 20, 4:45 p.m.

The meeting adjourned at 6:45 p.m.

Submitted: Ann Opatz, Secretary
Date Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
 Rebecca Hess, Chair