



HISTORIC PRESERVATION COMMISSION REGULAR MEETING

March 9, 2022

First Floor Conference Room
301 Walnut Street, Windsor, CO 80550

MINUTES

A. CALL TO ORDER

Ms. Zuckweiler called the meeting to order at 5:45 pm

1. Roll Call

Board members in attendance:

Jean Zuckweiler
ToniRae Andres
Melanie Starck
Ruth Brunner

Absent:

Kris Jabs
Cheryl Snigg-Cordova

Also in attendance:

Julie Cline, Town Board Liaison
Caitlin Heusser, Museum Curator
Laura Browarny, Culture Supervisor
Scott Ballstadt, Planning Director
Kim Lambrecht, Planner 1

2. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration by the Board.

There were no changes to the agenda.

B. CONSENT CALENDAR

1. Upon a duly made motion by Ms. Brunner and seconded by Ms. Starck, the consent calendar was approved 4-0.

C. BOARD ACTION

1. Resolution 2022-001 – Amendment to Bylaws to allow Virtual Meetings: moved by Ms. Brunner, seconded by Ms. Andres – passed unanimously.

D. DISCUSSION

1. Review latest Plaque options – the HPC agreed to have Option D. as the final selection.
2. Open House – Ms. Andres is still working with Breweries to get beer donated for the event; Ms. Brunner has made the trivia questions and suggested prizes; Nicole has posted the draft of the survey on SurveyMonkey; ideas for a rack card with a QR code for the RK video for example; and discussed the certificates for possible ideas and to have some at the event.

3. PR for Open House – Nicole in communication has ideas - Windsor Matters, social media posts, posters, sandwich board, use of Rec center calendar, etc.; a group photo will be taken for possible social media posts
4. Grant award – Ms. Heusser shared the news of the grant award and shared hours of each HPC member to donate (18) - may possibly be meeting with the contracted consultant for vision and other collaboration. Ms. Heusser may email proposals to us for our perusal before the work session.

E. COMMUNICATIONS

1. Communications from the Historic Preservation Commission - Ms. Andres shared information about the Clearview Library Friends and Foundation Author Talk on March 19.
2. Communications from Town Board liaison – Ms. Cline shared information about Arbor Day and the art selection process for the annual calendar; mentioned the Town’s annual tree sale; and provided information about the Town Board election candidate forum
3. Communications from Staff - none

F. ADJOURN

Upon a duly made motion by Ms. Andres and duly seconded, the meeting was adjourned at 7:19 p.m.



Kim Lambrecht, Planner 1