

**Approved 11/07/19**

**Union County Historic Preservation Commission  
Regular Meeting  
September 5, 2019**

The Union County Historic Preservation Commission held a regular meeting on Thursday, September 5, 2019 at 1:30 pm in the Heritage Room located in the historic Union County Courthouse, Monroe, North Carolina.

Present: Richard Ali, John Dickerson, Mary Lou Gamble, Crystal Gilliard, Steven Long, Barbara Moore, Dr. Jerry Surratt  
Also Present: Marian Morgan, Staff

The meeting was called to order by Barbara Moore, Chairman. She asked if there were any changes in the Agenda. There were none.

**Approval of Minutes**

Mrs. Moore asked if there were additions or corrections to the minutes of the May 2, 2019 meeting and the special meetings of June 5 & 10, 2019. Mr. Ali made a motion that the minutes be approved. Mr. Long seconded the motion and the vote was unanimous.

**Financial Report**

The financial report for May 1, 2019 – July 31, 2019 was presented. The financial report was accepted. Budget appropriations from the City of Monroe and Union County were presented.

**Old Business**

A. Mrs. Moore spoke about the status of the renovation to the Union County Historic Courthouse. The bid received for the renovation was rejected by the County. No renovations will begin until a bid is received and approved by the County.

B. The commission had previously discussed charging a fee for applying for a Certificate of Appropriateness. Ms. Morgan gave an update on the research findings of what other counties in North Carolina charge for applying for a Certificate of Appropriateness. Most of the fees charged were with the Planning Departments for properties that are not locally designated. Properties that have been locally designated as Historic Landmarks seldom charged fees. Reasoning for not charging a fee was based on the cost paid by owners for keeping up a property of historical significance. Mr. Dickerson made a motion to table the discussion on charging a fee until a later date. Mr. Long seconded the motion and the vote was unanimous.

**New Business**

A. Mrs. Moore spoke to the Commission members about archival materials and supplies needed to preserve historic papers, documents, books, clothes, etc. She requested that the Commission approve \$1,000 of the money received from the City and Union County to be used for the sole purpose of preserving such artifacts. Mrs. Gilliard made a motion to approve the request. Dr. Surratt seconded the motion and the vote was unanimous.

B. Mrs. Moore discussed a grant application process for historic preservation offered through the DAR. Dr. Surratt made a motion to support the request. Mr. Ali seconded the motion and the vote was unanimous.

**Other Business**

With there being no other business, the Chairman declared the meeting adjourned. The next regular meeting is scheduled for November 7, 2019.

Respectfully submitted,

Crystal Gilliard, Secretary