

Approved 09/05/19

**Union County Historic Preservation Commission
Regular Meeting
May 2, 2019**

The Union County Historic Preservation Commission held a regular meeting on Thursday, May 2, 2019 at 1:30 pm in the Heritage Room located in the historic Union County Courthouse, Monroe, North Carolina.

Present: Richard Ali, John Dickerson, Crystal Gilliard, Barbara Moore, Jerry Surratt
Absent: Mary Lou Gamble, Steven Long
Also Present: Marian Morgan, Staff; Virginia Bjorlin, Keri Mendler

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

Mrs. Moore changed the agenda to discuss the renovations on the Courthouse.

Old Business

A. Status of Renovation - Mrs. Moore informed the Commission that Dean Glenn is working on closing the Main Street side of the Courthouse for the renovation to begin. The bids are going out in June and construction should start in a couple of months.

The lighting of the Courthouse was addressed. Mr. Dickerson stated that the quality of the lighting around the landscaping would provide ambient lighting for the first floor of the Courthouse. Mr. Ali suggested that a lighting plan be submitted to the Commission. Mr. Dickerson made a motion to proceed with the four lights contingent on review of a lighting plan. Dr. Surratt seconded the motion and the vote was unanimous.

Mrs. Moore told Commission members that a Certificate of Appropriateness Application had been received from Alex and Ashley Foman for the John E. Efirm House at 408 Lancaster Avenue, Monroe, NC. Because the guidelines state that the members cannot meet until thirty days after the application has been received, Mrs. Moore suggested having a special meeting in early June. The Commission members agreed on having the meeting Wednesday, June 5, 2019 at 3:30 at the Heritage Room.

Approval of Minutes

Mrs. Moore asked if there were additions or corrections to the minutes of the November 1, 2018 and the March 11, 2019 meetings. Dr. Surratt made a motion that the minutes be approved. Mr. Ali seconded the motion and the vote was unanimous.

Financial Report

The financial reports for November 1, 2018 – January 31, 2019 and the financial report for February, 1, 2019 – April 30, 2019 were presented. The financial reports were accepted.

The Annual Report was also presented for the year April 1, 2018 – March 31, 2019. This included the financial report for the 2018 year.

New Business

A. Keri Mendler with the Planning Department spoke to the members. The City is planning three events to recognize May as being National Preservation Month. A tour of the Courthouse will be on

Saturday, May 18, 2019. An architectural scavenger hunt and a historical photo contest will also take place in May. The pictures will be posted on the City's website and Facebook page.

Updates

A. Preservation Scanning Technician – Ms. Morgan informed the members that Linda Vert was hired as the Preservation Scanning Technician. She can work five hours per week at \$10.00 per hour. Mrs. Vert began the position in November. Currently photos are being scanned and cataloged in notebooks. Deeds are also being scanned.

B. Quasi-Judicial Handbook – Members of the Commission were given copies of the Quasi-Judicial Handbook. Mrs. Moore requested that the members read the book for helpful information about preservation and designation of properties.

Other Business

With there being no other business, Mr. Dickerson made a motion to adjourn. Mrs. Gilliard seconded the motion. The Chairman declared the meeting adjourned. The next regular meeting is scheduled for August 1, 2019.

Respectfully submitted,

Crystal Gilliard, Secretary