

Kiowa County Historic Preservation Commission
Regular Meeting
January 4, 2016

Attendees: Alexa Roberts, Kelly Courkamp, Jeff Campbell, Kim Barlow, Carole Spady
Absent: Betsy Barnett, Dan Richards
Guests: Cindy McLoud

- I. **Call to Order:** Roberts called the meeting to order at 6:15 p.m.
- II. **Agenda approval:** Campbell made a motion to approve agenda as amended. Spady seconded. Agenda approved
- III. **Opening Remarks:** none
- IV. **Approval of Minutes:** Campbell moved to approve the December 2015 minutes as submitted; Barlow seconded. Minutes approved.
- V. **Reports:**
 - a. **Website:** Courkamp has updated the website, and McLoud has linked it to the County's website. Courkamp still needs a scanned copy of the signed ordinance, and McLoud noted a correction to a photo on the website
 - b. **Brochure:** Courkamp shared the updated brochure with the commission and requested feedback.
 - c. **Arlington School:** Barlow spoke to Michelle Wyckoff about the Arlington School. She invited Wyckoff to a local meeting and suggested considering adding it to the local register because it is still in good condition. Wyckoff will get back in touch with Barlow. Campbell noted that a construction date may be on the cornerstone of the building; McLoud may check assessor's records for information as well.
- VI. **Unfinished Business**
 - a. **CLG Grant Contract:** Courkamp has sent a revised schedule to Mark Rodman (still waiting to hear back) and emailed Jimmy Brown regarding a resume and contract. She has also put together a draft of wording for each plaque, but she still needs to find correct construction and local list dates for local register properties.
 - b. **Payment to Kelli Hepler:** Roberts requested an invoice from Kelli Hepler; unfortunately, she never responded.
 - c. **Saving Place Conference Feb. 3-6:** Campbell is not able to attend, but McLoud will and utilize the KCHPC travel budget. Roberts also will attend as an NPS employee.
- VII. **New Business**
 - a. **request from Commissioners to update Board information:** Tina Adamson sent letters to Jeff Campbell and Kelly Courkamp notifying them that their terms are up. Campbell gave verbal notification that he will serve another term; Courkamp sent an email saying the same.
- VIII. Public Forum: none
- IX. Announcements: none
- X. Adjourn: Spady moved to adjourn the meeting at 6:59 p.m. Campbell seconded. Meeting adjourned.