



**Meeting Date:** Wednesday, January 11, 2023  
**Meeting Time:** 7:00 P.M.  
**Meeting Location:** City Hall, 118 Hillsboro Ave.  
Edwardsville, IL 62025

## HISTORIC PRESERVATION COMMISSION JANUARY 2023 MEETING MINUTES

### Commission Members

Jennifer Wilkins, Chair	Joe Hutton
Ryan Downey, Vice Chair	Bob Nickrent
Brandon Adair, Secretary	Ivan Saylor
Suzanne Oberholtzer	David Lott

1. Call to Order
  - a. Jennifer Wilkins called the meeting to order at 7:00 PM.
2. Roll Call
  - a. Ryan Downey, Brandon Adair, Suzanne Oberholtzer, Joe Hutton, Ivan Saylor, David Lott, and Jennifer Wilkins were present. Bob Nickrent was absent.
3. Citizens Wishing to Address the Commission
  - a. None
4. Certificates of Appropriateness
  - a. None
5. New Business
  - a. HPC Bylaws
    - i. The bylaws were compared with the city ordinance that establishes HPC, to determine any areas of discrepancy or concern.
      1. It was agreed that bylaws are a necessary component of HPC, and that they should be updated to reflect the current operation of the commission.
      2. Areas of proposed updating for the bylaws included: member attendance requirements, voting procedures, public comment, and the meeting procedure for review of applications.
6. Old Business
  - a. 2022 Events
  - b. Preservation Awards
  - c. Membership

*If prospective attendees require an interpreter or other access accommodation, please contact the Edwardsville City Clerk's office at 618-692-7500 no later than 48 hours prior to the commencement of the meeting to arrange the accommodations.*

- i. Brandon Adair shared news of his impending resignation
        - 1. A new secretary will be needed going forward.
    - d. HPC Organization
    - e. Time Capsule Event
      - i. Joe Hutton presented his notes regarding the items to be considered ahead of the Time Capsule Opening in May 2023.
        - 1. Items discussed included: commemorative plaque, date of event, capsule contents, and the internal components of the Bank Clock.
7. Approval of Minutes
- a. December 14, 2022
    - i. Minutes were approved by a unanimous voice vote, with the following alteration: the term "agenda" was changed to "meeting minutes".
8. Staff Approved COA Report
- a. None
9. Financial Report
10. Correspondence
11. Committee Reports
- a. Recognition Letters
  - b. Welcome Letters
  - c. Historic District and Landmark Updates
    - i. Stephenson House
    - ii. Brick Streets
    - iii. Downtown
    - iv. Leclair
    - v. St. Louis Street
12. Adjournment
- a. Next meeting: **Wednesday, February 8, 2023**
    - i. Jennifer Wilkins adjourned the meeting at 8:22 PM

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