

**CITY OF OSKALOOSA**  
**HISTORIC PRESERVATION COMMISSION**  
Meeting Minutes  
January 20, 2023

A regular meeting of the Historic Preservation Commission (HPC) was called to order at 12:03 p.m. on Friday, January 20, 2023 by Chair Mark Tennison at City Hall, 220 South Market Street, Oskaloosa, Iowa.

**1. Roll Call**

Present: Mark Tennison, Cheryl Benson, Janel Campbell, Dan Carmichael, Carri Vande Ree, Cheryl Lockwood. Tim Foster arrived at 12:20 pm.

Absent: Eric Stout

Staff: Shawn Christ

Others: none

The group welcomed new member Dan Carmichael

2. **Approval of the Minutes.** It was moved by Campbell, seconded by Vande Ree, to approve the October 21, 2022 meeting minutes with a spelling correction to Carri's name on page 1. Motion carried unanimously to approve the minutes as corrected.

3. **Citizens to be Heard.** None

**4. New Business**

- A. **Election of officers for 2023.** It was moved by Campbell, seconded by Benson, to keep the current officers of Mark Tennison as chair and Janel Campbell as vice chair. Motion carried unanimously. Christ said he intends to be secretary, but it would be helpful if someone could volunteer to be secretary pro tem to assist with agendas and minutes if he is not available. Cheryl Benson volunteered to assist as Secretary if needed. Motion by Campbell seconded by Lockwood to appoint Benson as Secretary Pro Tem. Motion carried unanimously.
- B. **Consider the Certified Local Government Annual Report for 2022.** Each year Certified Local Governments are required to submit an annual report of the past year's activities and membership to maintain their CLG status. The report also includes any projects, initiatives and/or programs the commission plans to work on the following year. The annual report is due to the state by February 28, 2023. The group discussed the completed historic marker installation at the Paradise Block which was funded by a Golden Goose Club grant. Lockwood said there are more members and money available so this will continue to be a good source for funding, possibly for a similar project in Edmundson Park. Benson provided an updated phone number for her membership entry. On the annual work plan for 2023 Carmichael stated the first paragraph should say 2023, not 2022. It was moved by Benson, seconded by Lockwood, to approve the annual report and work plan with these corrections. Motion carried unanimously.

The group reiterated their desire to digitize the historical documents for the Paradise

Block historic district and make them available to the public online. Carmichael said he has time and is willing to help scan to PDF.

**5. Miscellaneous Business**

- a. Discuss the Preserve Iowa Summit event for 2023. This year's preservation summit will be held in Sioux City June 1-3. The city has \$500 in training funds available which can be used for registration and lodging, possibly fuel for travel. Carmichael said he is available and interested in attending. Tim Foster said he is interested in a future year.

At Carmichael's request, each person in attendance gave a brief personal introduction to help him get to know everyone.

- 6. Adjournment.** With no further business it was moved by Lockwood, seconded by Vande Ree, to adjourn the meeting at 12:45 pm. Motion carried unanimously.

Minutes by Shawn Christ