

**Minutes**  
**City and County of Broomfield**  
**Historic Landmark Board**  
**Meeting: March 14, 2013 - 6:00 p.m.**

**Board members present:** Michelle Pearson, Cynthia Neib, Kevin Skattum, Shirley Orr, Lisa Phillips

**City staff present:** Dave Shinneman

**Board members absent:** John Geier

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**1. Call to order**

Before the meeting was called to order, Dave announced Renee Kozisek Sereff's resignation from the board and circulated her letter. The members present signed a sympathy card to Renee regarding the death of her mother. Renee's vibrant enthusiasm will be missed at these meetings and we wish her the best.

After determining a quorum was present, the meeting was called to order at 6:15.

Next month, new officers will be elected.

**2. February 21, 2103 Minutes**

Dave asked if there were any comments or changes to the February 21<sup>st</sup> minutes. Kevin motioned to approve the January minutes as-is and Cynthia seconded. Minutes approved.

**3. Welcome to Dave Shinneman**

After introductions by Dave and the group, it was decided that in Renee's absence, Dave will chair LMB meetings until a new chairperson is elected.

**4. The Old Schoolhouse (Update)**

Cynthia announced that a walkthrough of the "Old Schoolhouse" will be scheduled in the near future.

**5. Storage of Historic Rail Pieces at the Depot Museum**

Michelle mentioned she spoke with Ashley Bushy (CDOT historic liaison for Region 6) who will be cataloging any artifacts CDOT finds that may be of interest to the Depot Museum. It was understood that CDOT would work with the museum directly.

## **6. Discussion/brainstorming short-term & long-term goals**

For the next hour and ½, the present members listed and discussed (in general) the following items:

1. Defining the mission of the Landmark Commission.
  - a. A questionnaire was distributed by Michelle Pearson, which each member in attendance reflected on and completed individually (Exhibit 1). Afterwards, each member briefly shared what they had written.
  - b. Next, portions of the LMB Bylaws were discussed by the group; namely, Article 3 (Officers) provides that the Board Chair appoint committees as desired by the Board; Article 5 provides that officers be elected at the first Board meeting in January or soon thereafter as is feasible; and the City Staff (Dave) will call the Board to order and call roll (Article 6) in absence of a chairperson.
  - c. Next, Broomfield Code, Title 17-72-040 (Powers and duties of historic landmark board) were read aloud by the secretary; and
  - d. Such powers and duties were compared to Broomfield's web site description of the LMB and discussed briefly.

Dave agreed to look at the City's website page for the LMB and make recommendations. He will also see if there were any significant LMB actions from the past and agreed to let the current members know about these at a future meeting. Finally, in response to interest from several members of the board, Dave also agreed to provide the group with the plans for the Westlake School property by Azura.

A brief discussion regarding whether the board should be a "preservation" advocate or simply a landmark board (or both) was put on the table. Kevin decided to find out where local (Broomfield) "landmark" plaques are kept and whether the board should have custody of them. The question as to whether the LMB should become a preservation organization will be put on next month's agenda for any further discussion. Members are encouraged to bring their pros and cons. It was also recognized that any recommendations will need to be approved by Council and would require a modification to City Code, the purpose and intent of Chapter 17-72 Historic Preservation.

Before the meeting adjourned, members were given the opportunity to prioritize what they believed to be the LMB's mission for 2013 and beyond using the attached Exhibit 2 as a guideline. Michelle offered to summarize what members recommended as the LMB's goals for the next 6 months to 1 year, offer a 2 year plan, and a 5 year plan. All will be further discussed at the next meeting.

Thank you to the City for use of a laptop and projector.

## **7. Next meeting: April 11, 2013 at 6:00 p.m.**

There being no further business, the meeting adjourned at 8:00 p.m.