The Board discussed the 2023 Work Program Plan, reviewed the committees and its members, went over the remaining meeting dates scheduled in 2023 and made a to-do list of items to accomplish before the next meeting.

1. Roll Call - 6:01 p.m.

Board Chair Zinger called the meeting to order at 6:01 p.m.

Board Chair Zinger called roll.

Board Members Present: Brent Phillips
Kurtis Zinger
Alex Pearson
Michelle Pearson
Neil Allaire
Sallie Diamond

Board Members Absent: Alexa Holland-Plum
Robert Landrum

Staff Members Present: Judy Hammer, Principal Planner
Nannette Makin, Administrative Technician II
David Allison, Museum Coordinator

Board members Michelle Pearson and Neil Allaire arrived after roll was taken. Board Chair Zinger stated there was a quorum present.

2. Public Invited to be Heard

None

3. Disposition of Minutes

The minutes of the September 8, 2022 Historic Landmark Board meeting were approved by a unanimous vote.

4. Business

a. Review and Discuss 2023 Work Program Plan
   i. Historic Preservation Long Range Plan - identifying archaeology, historic structures/sites, districts. This plan will reference the state historic plan. Staff will finalize the scope of work and share at the next meeting.
   ii. Reconnaissance Survey - there are 3 different types of forms: in-depth form for one site or collective sites; recon form (simple 2-page form); survey large plan for multiple properties. Planning to survey some sites in May with 12-14 students, possibly 10-12 properties in 1st Filing and Garden Place. The Board will be trained on filling out the
form by the students or by someone from History Colorado.

iii. Signs and QR Codes - the Outreach/Education Committee will take the lead on this. Want to be consistent between sites. The template, example, and list will be reshared with the group. The most cost involved is for the post and printing of the vinyl stickers. When looking at each location, determine a good location for the QR code.

iv. A to Z - Brainstorm something that is specific to Broomfield for each letter of the alphabet. Michelle shared the Google doc with the group.

v. Arcadia Publishing - Images of America self-published book of pictures and captions. Possibly collaborate with Friends of Broomfield. Do we want to proceed with this?

b. Review Committees and Members
   i. Officer - Kurtis and Alexa
   ii. Historic Landmark - leave vacant until needed
   iii. Outreach & Education - Alex, Michelle, and Kurtis

After some discussion it was decided that the committees will re-establish committee members and then discuss a plan of action.

c. Quarterly meeting dates for 2023
   i. April 20, 2023
      • Invite Patrick from History Colorado to this meeting?
      • Have a draft of the QR sites list ready to go
      • A to Z list populated
   ii. June 15, 2023
   iii. September 21, 2023

d. Miscellaneous

5. Special Reports/Miscellaneous

Sign Sallie up for the Saving Places virtual conference. Next meeting is scheduled for April 20, 2023 at 6:30 p.m.

6. Adjournment - 7:25 p.m.

Approval

Minutes Prepared by: Nannette Makin

Secretary

Minutes Approved by: