

Boone County Historic Preservation Review Board
Meeting Minutes
January 8, 2004

The Boone County Historic Preservation Review Board met in their regular monthly meeting on the above date in the Old Boone County Clerk's Building behind the Administration Building.

- I. **Call to Order** The meeting was called to order by Chair Pat Fox at 5:03 PM.
- II. **Roll Call** Review Board members present were Chair Pat Fox, Vice Chair Don Clare, Bob Schrage, and Laurie Wilcox. Mike Moreland arrived later in the meeting. Also present were Matt Becher representing the Staff of the Boone County Planning Commission; Jan Hancock, Recording Secretary; and guest Jan Garbett.
- III. **Approval of Minutes** The Minutes of the December 11, 2003 Review Board meeting were presented for approval. Mr. Schrage moved to approve the Minutes as presented. The motion was seconded by Ms. Wilcox and approved by all those present.
- IV. **Old Business – Matt Becher**
 - A. **Boone County Oral History Project Update** Ms. Wilcox stated that the next meeting of the Oral History Project Group will be at 5 PM on Monday, January 12, 2004 at Scheben Library. Pizza and beverages will be available.
 - B. **Burlington and Walton National Register Districts** Mr. Becher stated that the consultant for the Burlington District, Taylor & Taylor, Inc., should have the district survey forms to the Heritage Council by January 12 and then they will start work on the nomination. There will be an informational meeting on January 13, 2004 at 7:30 PM at the Walton Community Center in regard to the Walton National Register District. Mayor Trzop will do the introduction and Mr. Becher will speak and review the draft. Everyone is welcome to attend.
 - C. **Cemetery Preservation Grant – Fundraising Ideas** Ms. Garbett stated that in the folder given to Ms. Fox is a copy of the Memo of Agreement from the State signed by Lee Creech and it indicates that when the contract papers are signed and sent back, they would disperse the funds. They did not anticipate receiving the funds until July 1, but it sounds like it might happen sooner. There were no problems with the approval of the application. Also in the folder is information on how Johnson-Wilson proposes to raise its share of the money. They are trying to broaden the Cemetery Reunion at Dinsmore on June 5 to include as many family cemeteries as possible. Any money they make will go to make up deficiencies in anyone else's grant matching funds. The Johnson-Wilson Cemetery Board has set aside ten percent of the Johnson-Wilson Maintenance Fund and has also set aside the amount for Old Burlington Cemetery so that this Board will get the full \$10,000. The Preservation Review Board does not have to set aside the ten percent for the Maintenance Fund. In response to a question from Mr. Schrage, Mr. Becher stated that the Board needs to match \$5,000. He

stated that \$2,500 will be taken out of the existing Cemetery Fund at Huntington Bank and the Board needs to raise \$2,500. Ms. Fox asked the Board members for ideas on how to raise the \$2,500. Mr. Schrage suggested splitting the proceeds from Derby Day with Dinsmore. Ms. Wilcox questioned a silent auction at Derby Day. Ms. Fox will contact Marty McDonald to discuss splitting the proceeds from Derby Day 50-50 this year and, once that is established, it could be something that would continue. She stated that the Board needs to get people to attend Derby Day. Ms. Wilcox stated that the Board is not going to raise \$2,500 from Derby Day. The Board members agreed. Ms. Wilcox suggested (1) a newspaper article or other advertising to get the word out that the Board has the grant and needs to match the funds – there is a bank account and the Board is requesting donations – even if its just a dollar, (2) a dinner with a silent auction, which could be held in the Old Clerk’s Building and catered by Coco’s. The theme would be cemetery preservation and the Board could ask people to give speeches about cemetery preservation and charge people to attend, (3) school carnivals, bake sales, or contests. Ms. Fox stated that bake sales, car washes and carnivals do not make a lot of money. There are not a lot of Board members and everyone works – so those ideas may not be feasible. Mr. Schrage suggested writing a letter and sending it out to businesses asking for contributions. Mr. Becher suggested creating a pamphlet or brochure that talks about Old Burlington Cemetery with a slip to send in a donation. He would be able to do a brochure, but he cannot do fundraising. Ms. Fox stated that Susan Cabot brought national people to Boone County to do a workshop on cemeteries and it attracted serious attention from people in and out of the area. It was an excellent workshop with hands on demonstrations of how to preserve graves. It was done around Preservation Month. She suggested focusing on events for Preservation Month. Ms. Garbett stated that the workshop was done by Jim and Nancy Phanon and she has contact information. Mr. Clare stated that they are expensive and he does not know that the workshop made very much money. Ms. Fox suggested using local people who have the skills and would be less expensive. Ms. Garbett suggested Ann Johnson from the Kentucky Historical Society. Ms. Fox will contact her. Ms. Wilcox suggested doing a hands on workshop at Johnson-Wilson or Old Burlington Cemetery since the other cemeteries only get signage and would not be much of a preservation project. Ms. Fox recommended having the workshop on a Saturday in Preservation Month and will suggest May 8 or May 15 to Ann Johnson. Ms. Garbett stated that she believes the weekend before Memorial Day weekend is National Cemetery Preservation/Clean-Up Week. Bridget Striker has the information and she will get it for Ms. Fox. Mr. Clare recommended soliciting businesses and individuals for donations starting now and then putting on the workshop for free. He stated that the Board only needs twenty-five donations of \$100 each and participating companies could be listed in the brochure. The Board needs to send out a good letter to start and then possibly send out a follow-up letter. The workshop/lecture would be of a public service nature and the churches could be involved since many of them have cemeteries and Cemetery Boards. Ms. Wilcox stated that there should be a small fee for the workshop. Mr. Becher stated that instead of being a brochure, it could just be an information sheet. Ms. Wilcox stated that there also needs to be publicity – there should be a newspaper article that donations are being accepted. Mr. Schrage

suggested putting a coupon in the Newsletter for people to send in tax-deductible donations. Ms. Garbett stated that matching funds have to be in by the end of June and all donations should go to Johnson-Wilson as they are doing the record keeping. Mr. Schrage stated that the Board can write a check to Johnson-Wilson. Ms. Wilcox stated that all contributions should be directed to the interest fund and the bank can keep a record of the donations. Mr. Schrage stated that all deposits made by June 30 would go to Johnson-Wilson. Mr. Moreland arrived at this time. He stated that the county has events that get people together and that would be an opportunity for a silent auction. Mr. Clare stated that silent auctions are labor intensive – the Board only has five months to do this and he does not think people can give a lot of time – even Derby Day is going to be a challenge. He feels that mail solicitation is the best idea. The Board needs to concentrate on getting fifty or one hundred donations. The Board discussed sources for donations including homebuilders, funeral homes, monument/headstone companies, Burlington businesses, churches, property owners with cemeteries on their properties (such as Mr. Remke), philanthropists, and the airport. Ms. Garbett stated that the name of the monument company that gave a bid for the relocation signs for cemeteries is in the grant application. Mr. Schrage stated that he is already working on a silent auction and may be able to work on one for this Board. He will work on the letter to be sent out requesting donations.

- D. Book Update *Burlington: a Kentucky County Seat*** Mr. Becher stated that he, Ms. Wilcox and Mr. Rouse met with Arlene Jones last week and they will get together again. He has looked at the pictures Ms. Wilcox brought him and made a list. Ms. Wilcox stated that the pictures are from the Fitzgerald collection and are from the 1950's – 1960's. They are at the Lenz branch and are not open to the public – but if anyone wants to see them, they can call Bridget Striker.
- E. Other** Ms. Garbett stated that in the folder there is an outline of the book that Jerry Garbett is working on for Old Burlington Cemetery and publication is scheduled for May, 2004. All proceeds will benefit Old Burlington Cemetery.

V. New Business

- **Election of Officers for 2004** Mr. Clare moved to keep Ms. Fox as Chair and Mr. Clare as Vice Chair. Mr. Moreland seconded the motion and it was approved by all.

There being no further business to come before the Board, Mr. Schrage moved to adjourn. Ms. Wilcox seconded the motion and it was approved by all. The meeting adjourned at 5:58 PM. The next meeting of The Historic Preservation Review Board will be on February 12, 2004 at 5 PM in the Old Clerk's Building behind the Administration Building.

Respectfully submitted,

Jan Hancock, Recording Secretary

Matt Becher, Rural/Open Space Planner
Boone County Planning Commission

Pat Fox, Chairperson
Historic Preservation Review Board

Date