



**City of La Porte Historic Preservation Commission Meeting Minutes**

**Tuesday, October 25, 2022 at 5:30 PM**

**City Hall, Council Chambers, 801 Michigan Avenue**

A meeting of the City of La Porte Historic Preservation Commission (“Commission”) was held at City Hall Council Chambers, 801 Michigan Avenue, La Porte, IN, 46350 on Tuesday, October 25, 2022 at 5:30 P.M. (“Local Time”), pursuant to notice duly given in accordance with the rules of the Commission and the Indiana Open Door Law.

This meeting was called to order at 5:30 PM by Dr. Anna Weissman, President.

The board recited the Pledge of Allegiance.

On call of the roll, the members of the Commission were shown to be present or absent as follows:

**MEMBERS PRESENT:** Ms. Jo Happel, Dr. Anna Weissman, Ms. Cassie Holmquest, and Mr. Bruce Johnson, Ms. Kelsey Gushrowski, and Ms. Fonda Owens.

**MEMBERS ABSENT:** Ms. Barbara Krieg.

**GUESTS PRESENT:** Mr. David Heinold.

**MINUTES:** Bruce Johnson made a motion to **approve the September 14, 2022 regular meeting minutes** and the motion was seconded by Fonda Owens. The motion passed (6-0).

**CLAIMS:** Anna read the following reimbursement expenses related to printing 25 Designated Home Postcards, \$35; 100 Windows Workshop Postcards, \$44; and Stamps for delivering postcards to designated homes, \$55. The total amount of claims is \$129 to Anna Weissman for reimbursement expenses. Jo Happel made a motion to approve the claims in the amount of \$129 and Cassie Holmquest seconded the motion. The motion passed 5-0, Anna Weissman abstained.

**HEARING OF VISITORS:** None.

**COA(s):** None.

**DEMOLITION REPORT:** None.

**LETTERS OF SUPPORT:** Anna sent 1 letter to 1906 Michigan Avenue that Cassie entered in the letters of support chart.

**TREASURER'S REPORT:** Anna will discuss this under new business regarding the budget.

**OLD BUSINESS:**

- A. Sunflower Fair – Anna mentioned that 40 coloring books were sold at the event booth and the board received a \$10 donation. Overall the event went well for the board and was good public outreach for the City HPC. Anna, Barbara, Cassie, Jo, Bruce, and David staffed the booth for 2 hour time segments throughout the day.
- B. Coloring Book inventory update – David reported that no coloring books remain in the Office of Community Development & Planning.
- C. Real Estate Packet Project – Jo did not have estimates for the real estate packets to present to the Commission. Jo mentioned that the board could put together a digital pdf for the real estate agents to reference. Anna suggested that the Commission include the one-page document she put together for the real estate luncheon last year on the different designations and include the tax incentive programs this year. Jo committed to putting together an email list for the realtors so that the Commission can send the PDF packets to them.
- D. Branded Sweatshirts and T-Shirts – Jo collected what the board members' preference is on the HPC branded sweatshirts and t-shirts for pricing estimates to be reported at the next meeting.
- E. Budget (funds to use before the end of the year) – Anna started the discussion for how to use the 2022 tax-based appropriation funds. The board discussed coloring book printing needs for the 2023 distribution to schools. Jo mentioned that the coloring book needs to include HPC's information as producers and all members agreed. Fonda Owens made a motion to print 150 coloring books in the amount of \$400 to be sold to the museum for the remainder of 2022 with sponsor stickers and Jo Happel seconded the motion. The motion passed 6-0.

Jo and Bruce will work on a schedule for delivery of coloring books to schools by December's meeting (editing deadlines, printing, and delivery). The board discussed ideas for next year such as a calendar of historic properties, HPC branded ornaments, and customized coffee mugs for designated homeowners with drawings of their homes. Anna suggested that the board could print out guidelines and information about grants/incentives for projects with the budget funds available. Fonda mentioned that the board could provide the coffee mug and postcard with information to designated homeowners.

Fonda left the meeting at 6:11 pm.

Cassie proposed that the board could publish a quarterly newsletter that spotlights families and their homes. The idea would feature a different house every month. She provided an example with the La Porte Living Magazine publication. She will develop the concept and bring it back to the Commission for group participation.

The board discussed ideas for how to spend the remaining \$1,920 in the 2022 tax-based appropriation account. Anna mentioned \$400 of that total will go towards printing 150 coloring books. Cassie mentioned that the board could purchase 500 coloring books for distribution to the schools for the 2023 school year. Bruce will contact Hawkins for a quote to print the total of 650 coloring books.

The board discussed the customized mugs, t-shirt, and sweatshirt order. It was agreed that these estimates will be provided to the Commission either via email before the next meeting or at the November meeting.

Jo Happel made a motion to print 650 coloring books and the motion was seconded by Cassie Holmquest. This motion includes the 150 coloring books from the previous motion in the meeting with an additional 500 coloring books for distribution at the schools. The motion passed 5-0.

Kelsey Gushrowski made a motion to purchase 31 customized mugs with the condition that the pricing and designs would have to be presented before or at the next meeting; and the motion was seconded by Cassie Holmquest. The motion passed 5-0.

Cassie Holmquest made a motion to purchase HPC branded sweatshirts/t-shirts for the board members with the condition that the pricing and designs would have to be presented before or at the next meeting; and the motion was seconded by Jo Happel. The motion passed 5-0.

**NEW BUSINESS:** None.

**OTHER BUSINESS:** None.

**ANNOUNCEMENTS:** None.

There being no further business, Mr. Bruce Johnson made a motion to adjourn the meeting and the motion was seconded by Ms. Jo Happel. The motion passed unanimously (5-0). The meeting adjourned at 6:49 PM.

  
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Historic Preservation Commission President

  
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Attest