

**Historic Resource Committee  
Meeting Minutes  
October 2, 2007  
609 E. Market Street Suite 114  
12:00 Noon**

Members present: Mark Beliles, Mary Hill Caperton, Genevieve Keller and Helena Devereux

Staff present: Mary Joy Scala, Melissa Celii

Actions:

- **New policy: send out minutes to receive back comments prior to the next meeting; decisions will be based on the majority vote of members present.**
- **September 4, August 7, July 10, and May 1 minutes approved 4-0.**
- **Members decided to submit the McGuffey state marker text and to offer three possible locations (Lee Park, McGuffey Park, McGuffey School), but let the state make that decision.**
- **Members decided to omit the origin of Pen Park from the text.**

To do:

- Staff to contact local organizations to have HRC website included on links page
- Mary Joy and Genevieve prepare letter to inform neighborhood presidents about HRC and invite liaison from each neighborhood; also refer to website, describe local/state markers, ask for suggestions for markers
- Mary Joy to email the ‘manifesto’ of PAPA bylaws to members
- Mary Joy to determine if there is a City policy regarding voting on minutes from a meeting you did not attend
- Mary Joy should get in touch with VDHR about marker locations
- Mark to call Sally Thomas about Old Jail
- Add “actions taken” but not the actual minutes to the HRC website
- Suggest to PAPA that next year each group should submit a synopsis of their comments in bullet form

Meeting began with a discussion of past minutes. Corrections were made to the September minutes. There was a discussion of member status and ex-officio positions being created for inactive members. The HRC needs to define who can be in the quorum and if a quorum is required on all issues. A suggestion was made that a quorum is only needed on issues such as money, events, and marker text. Questions were raised regarding the existence of any City regulations or Committee bylaws addressing quorums. Mary Joy knows of no regulations and the HRC does not have bylaws. Without bylaws, members felt that the need for a quorum technically does not exist. The best policy for reaching decisions of such minor things as minutes may be ‘majority of those present.’ Members agreed there needs to be some agreement at a meeting for validity. **New policy: decisions based on the majority of members’ present votes.** Minutes could be recorrected later if additional errors are found. This policy will make it

easier for members to get things done, but may need to change the policy as the group grows. **Minutes approved 4-0.**

Links to other historic organizations and resources are now on the HRC's website. Perhaps in the future include a list of actions taken at the previous month's meeting. Include a to-do list as part of the minutes to remind members of commitments.

None of the present members have begun contacting possible new members. Genevieve recommended have a liaison from each neighborhood who may not necessarily be considered members, but a relay. Mary Hill suggested asking for a neighborhood report as a way to encourage neighborhood representatives to come to meetings. Mark suggested that Mary Joy send invitations to all the neighborhood presidents of which there are approximately 18. A suggestion was made to set up a schedule and invite only 3 or 4 neighborhoods to each meeting in hopes that a more limited invitation will encourage attendance. It was also suggested that neighborhoods affected by upcoming actions such as marker locations be invited to attend. The HRC should ask neighborhoods to submit suggestions and concerns by a certain deadline.

#### Committee Leader Reports

The event at Blenheim was a well attended success, though in the future should not run so late. The individual reports were very informative, and it would be helpful to have each group write up a synopsis of talking points for attendees to have. A couple of groups have offered to host the event in the future.

Public Commemoration Committee: Mary Joy said there are new people working at the State's marker department whom she has been playing phone tag with. She did speak with the City Parks Department and they suggested putting the marker in McGuffey Park. Mark said that McGuffey park is only associated with McGuffey by name, where Lee Park is actually associated with McGuffey as a person. Mary Joy read the state requirements and both McGuffey Park and Lee Park would be admissible locations. The question was asked which site is most related to what's being commemorated. Placing it in McGuffey Park would explain who McGuffey was and why the school and park are named after him. **Members decided to submit the text and offer possible locations, but let the state make that decision.** The State could also revise or eliminate some of the text.

Douglas emailed Mary Joy asking that the origin of the name Pen Park be included in the text. Members felt it should be completely omitted to eliminate any confusion. They thought the marker should be placed on Rio Rd near the Pen Park sign. **Members decided to omit the origin of Pen Park from the text.** Members expressed a need for a more general topic sentence to explain the significance of the marker.

Old Jail: Mary Joy reported that Tom Meeks had concerns about the current care and state of the old wall. Jim Tolbert is currently looking into the situation. A suggestion was made that perhaps the HRC could draft a letter to the appropriate person expressing

their concern about the old wall and its treatment. Mark will talk to Sally Thomas at the County to find out the status of the wall and who the appropriate person is to contact at the County to alert to the HRC's concerns.

Meeting Adjourned at 1:45