

Weston Historic Landmarks Commission

Approved Minutes

August 18, 2015

Members present: Sheldon Delph, Lyn Delph, Heidi Scott, Wayne Wise, Bob Gilliland and

Tim Crampton (Liaison).

Member not present but excused: Vicki Bender and Jeanette Campbell

The meeting was called to order by the Chair at 7:00 p.m.

The minutes were read.

Wayne made a motion to approve the minutes for July with the following corrections: change Kings-men to Kinsman, \$98,300 for the roof to \$85,000 for the roof. Toni to Tony, she to he, and the principle of the language- to the word in.

Lyn Delph seconded the motion. It was unanimously approved.

The check from Wild Horse Foundation has been received by Blue Mountain Cemetery.

Vicki Jackson is working on the Methodist Church nomination.

The housekeeping items were discussed and Sheldon made the following motion.

- a) The Agenda will be distributed by the Chair to the City of Weston, Commission Members, the Liaison and the Webmaster. The Chair will post them at Suzi's Handimart, The Long Branch, Central Station, Weston Public Library, City Hall, and the Post Office. This

must be done at least 24 hours before the meeting, but ideally at least 4 to 5 days prior.

- b) Members will receive a meeting reminder text from the Secretary both 2 days and 1 day prior to next meeting. Members must notify the Chair either by text or email if unable to attend next meeting in order to not be carried as unexcused at that meeting. If a text or email is not possible, a phone call is permissible. Secretary will note unexcused absences in the minutes. Members will be allowed 3 unexcused absences in a calendar year.
- c) Secretary will prepare minutes, marked as Draft Minutes, and transmit to the Chair within 7 days of the meeting. The Chair will transmit the minutes, along with other comments, to the City of Weston, Commission Members and the Liaison prior to the end of the current month.
- d) At the next meeting, the minutes will be read and corrected, if needed, and approved. The Secretary will transmit the minutes, marked as Approved Minutes, to 1) City of Weston, 2) Commission Members, 3) Liaison and 4) our Webmaster.

Action items need to be in

Motion to adopt by Sheldon, Wayne seconded. Unanimously approved.

Next meeting September 15, 2015 at 7:00 p.m. at the Memorial Hall

Meeting adjourned: 8:10 p.m.