

WAYZATA HERITAGE PRESERVATION BOARD MEETING MINUTES
WAYZATA CITY HALL
COMMUNITY ROOM
600 RICE STREET EAST, WAYZATA, MN 55391
TUESDAY, FEBRUARY 10, 2015 7:00P.M.

ROLL: Kim Anderson, Liz Blaufuss, and Sue Sorrentino

MEETING MINUTES: The board voted in favor (3-0) to approve the January 27, 2015 meeting minutes.

WEBSITE UPDATE

- a. Kim gave a short update on the City website.
- b. Kim will check in with Kristen about website capacity and what we may still need to provide.

DIGITIZATION PROJECT

- a. Reviewed metadata samples that Bruce had sent to the Board, which could be used to describe photos and documents that are digitized.
- b. Discussed spreadsheet documentation ideas for houses, pictures, and documents.
- c. Discussed creating two spreadsheets: 1) scanned pictures and documents and 2) centennial homes.
- d. Discussed naming conventions for folders and files:
Street name_house #_sequential number: gardner street_350_1
- e. Need to determine if we have access to a scanner and how the scanned data would be stored: possibly a thumb drive.

CENTENNIAL HOMES

- a. Check back with Cathy Iverson on the date of her house.
- b. We need to find the owner for the 1423 Birch Bend Lane house.
- c. Kim has sent out letters and we have two "yes" responses for inclusion in the ceremony.
- d. For the houses with the "yes" response we will need to write up a history and get ready for the presentation.
- e. Centennial homes presentation will occur during the Council meeting on May 5, 2015.

MAYOR'S AWARD

- a. Determine which houses should be included in those from which the Mayor can select to receive the Mayor's award. The presentation of the award will be in May.
- b. Check with Irene and Judy for any ideas: 123 N. Broadway and 1642 Holdridge Road West

COUNCIL MEETING SUMMARY

- a. Bruce attended the City Council meeting. We reviewed his notes.
- b. Workshop on February 17: Sue and Kim plan to attend.

2014 ANNUAL REPORT

- a. The HPB is required to create and present a 2014 annual report. This report summarizes the work done in 2014 and the goals for 2015.
- b. We need to select a date to present the report to the City Council.

TEAR-DOWNS

- a. 321 Margaret Circle: Pictures of the house were taken.

POST OFFICE

- a. Pearl Meyer has a collection of memorabilia and pictures of the Post Office mural painting.
- b. Kim will contact her about these artifacts.

LOG CABIN LANDSCAPING

- a. Parks & Trails Board: We contacted them about working together to add native plants to the landscaping. The area is shaded and the plants need to be low-maintenance.

RENOVATION CELEBRATION

- a. October 8, 2015: Confirmed date for the Renovation Celebration to be held in the Council Chambers space.

PLAQUE UPDATES

- a. Indian Mound: Sue will contact Irene about the Indian Mound plaque.
- b. Green Lawn Cemetery: The Board will hold off on the Green Lawn Cemetery plaque for now.