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Pierre/Ft. Pierre Historic Preservation Commission

February 2021 Minutes

February 16, 2021 meeting held at the Log Cabin, Ft. Pierre, SD called to Order by President Hannum at 12:02pm.

In Attendance

President Sunny Hannum, Secretary Robert Kean, Deb Gates, Don Zeller, Matt Elbersen, Donna Leslie, Kelli Buscher.

Volunteer hours were recorded.

Approval of Minutes

The January 19, 2021 revised draft Commission Minutes were reviewed and there being no further additions or corrections, Don Zeller moved, Kelli Buscher seconded that the Revised Draft Minutes be approved as presented. Motion passed.

Financial Planning Document Review

Commission members reviewed the PFPHPC Financial Planning Document dated February 16, 2021 previously provided to the Commission members by Commission Treasurer Kelly Waage. Commission Treasurer Waage also provided the status of outstanding bills for sign designs and preparation and web maintenance. Commission discussion included: review of the financial document by sections and noting whether they were subject to expenditure time constraints or were unlimited noting that section 432 does have deadlines attached to the funds; review of existing budget balances and noting the value and utility of ongoing expenditure planning throughout the budget period to avoid problematic and constraining time limits at the end of a budget period; review of the number of various Commission publications such as the Pierre/Ft. Pierre Driving Tour and Lewis and Clark, their location and need to re-format for better visibility in card holders and re-publishing; review of anticipated expenses noting that the State History Conference will be by Zoom which will reduce costs of attendance since the registration is \$10.00 per person and other conferences are not yet decided. Don Zeller will inquire further regarding the details involved with a sign preparation bill in order for the Commission to have a better sense of work done prior to considering payment of the outstanding bill.

MOTION: Deb Gates moved, Kelli Buscher seconded that the Commission expend from fund category 432 to pay the two outstanding bills from BPro for web maintenance and sign designs in the amount of \$32.50 each. Motion passed.

New Business: Commission Member Vacancy

Commission member Kathy Aplan submitted her resignation from the Commission to President Hannum effective immediately to pursue interests out-of-state. Commission members discussed the replacement process

for Commission members noting that the vacancy needs to be filled by a Pierre resident. Expanded discussion included: notifying the Pierre city administrative offices regarding a potential new member to secure city council approval; reviewing a list of current Commission members and their terms that was sent out prior to the meeting; developing structure to the process of renewing Commission members terms to include notification of term expiration and inquiring about interest in continuing; and, having a regular agenda item at the Commission's September meeting to discuss members terms and relevant items prior to terms expiring on September 30.

Zoom Meetings

With the approaching end of the state legislative session creating more scheduling flexibility with several Commission members and the anticipated increased roll-out and availability of Covid-19 vaccinations, the interest in reverting to the past Commission format of face-to-face meetings was discussed. President Hannum will poll the Commission members regarding their preferences for conducting the meetings.

Additional Sign Request

President Hannum provided background information and updated the Commission about the deteriorating condition of a sign in Ft. Pierre marking the site of the Stockgrowers Bank. Commission member Deb Gates confirmed that it was in need of restoration. The cost will not be much since the graphics are already done and in the possession of the Commission. Costs will relate only to the sign restoration since the post the sign is currently attached to is still usable.

MOTION: Kelli Buscher moved, Deb Gates seconded, that up to \$250.00 be expended from fund category 432 for the restoration of the Stockgrowers Bank sign in Ft. Pierre. Motion passed.

Brochure Distribution

Commission members discussed the subject matter (i.e., Driving Tour, Lewis and Clark, etc.), number and current location of brochures available for distribution for the upcoming tourist season. It was noted that due to multiple locations where the brochures are now available and various storage arrangements with different entities, ascertaining the exact number of remaining brochures will be a challenge. President Hannum will collect the inventory information as it is collected and store the remaining brochures at the Log Cabin in Ft. Pierre. Don Zeller will conduct a count of brochures at distribution locations such as the Pierre Chamber building and those in storage at Merriman's printing.

Reconsider Kiosk Idea, Historical Tours, Speaking Engagements

Previously, the Commission considered exploring the acquisition of a kiosk style information system for placement at the Pierre Chamber building similar in style and function to one currently maintained there by the Chamber. The information on the system would be developed by the Commission and designed to be of interest to visitors to the communities of Pierre/Ft. Pierre. The ensuing discussion noted that the complexities of equipment choice/availability, costs, initial/ongoing programing, monitoring usage and maintenance did not encourage continuing the project. Don Zeller volunteered to review previous notes and material he gathered during the initial interest in the project and get updated information to present to the Commission. President Hannum shared about a speaking opportunity she had with a local Kiwanis group and noted that similar events would be a good opportunity for Commission members to share the work of the Commission and their knowledge of the historic information and places throughout the communities. Social and professional clubs and organizations are often looking for informative speakers on matters of local interest. It was suggested that

as interest and expertise develop and matures, the effort could also potentially expand to conducting tours or assisting upon request with tours directed by others. President Hannum also discussed an app called "Hearhere" which can be downloaded onto a phone and used to access local historical information.

Historic Preservation Grant

President Hannum provided an update on the status of the Certified Local Government (CLG) grant. The rough draft is complete and will be sent out to the Commission members for review and comment. It was noted that budget items will need a final adjustment based on the most current information available regarding attending conferences and other items prior to the grant's submittal.

Old Business: Paid Membership Report

The Commission confirmed that it will have membership in the following organizations during 2021: Verendrye Museum, Oahe Chapel, Lewis and Clark Heritage Foundation, SD State Historic Society. The consensus of the Commission was to not retain membership in the National Trust of Historic Preservation.

2021 Conference Attendance

National conferences formats and times are still in a great deal of flux. The 2021 SD State History Conference to be held on April 23-24 at the Ramkota Inn in Pierre and will be available by Zoom. Registration is \$10.00.

Historic Publications Report

Commission Member Kelli Buscher reported that the Pierre homes and Ft. Pierre homes/buildings booklets are in final preparation at the printers and should start their press run in a couple of weeks. Buscher further reported that a booklet on historic buildings in Pierre similar to that just completed for Ft. Pierre could be contemplated but details will have to be examined to see if it could be comfortably accomplished during this grant period.

Other:

QR Codes: QR codes will have to be individually visited to confirm viability and accuracy. Considering the number of codes throughout the two communities, validating the codes will result in costs. The Commission will seek clarification if costs related to this activity would be a reimbursable from one of the grant categories available to the Commission.

Game, Fish and Parks (GF&P) Sign Request: GF&P has requested use of Commission resources to develop a sign to be placed near the entrance to La Framboise Island. The Commission will offer GF&P the graphics used for the previously completed sign highlighting the Lewis and Clark Keelboat.

Lewis and Clark Signs: The last two signs in the project are ready to be placed in Pierre and will be when weather permits. The duplicate five signs for Ft. Pierre will be placed once their locations are decided.

Meeting Adjourned

Meeting was adjourned by President Hannum at 1:02pm.

NEXT MEETING DATE: Tuesday, March 16, 2021 at the Log Cabin, Ft. Pierre, SD