

Historic Preservation Commission
Meeting Minutes
Wednesday, October 15, 2024, 4:00 p.m.
Fairhope Museum of History
24 N. Section Street, Fairhope, Alabama 36532

Members in Attendance: Skip Jones, Dannie Mixon, Ginger Golson, Mara Kozelsky, Amy Molyneux, Gary Gover, and Susan Stein (Arrived 4:15 p.m.), and Erik Cortinas, Building Official (Staff Liaison)

Guests: Jenny Opal Wilson, Assistant City Clerk, Gabriel Gold-Vukson, Museum Director (Arrived 4:10 p.m.), and James Watkins, Fairhope Times;

Called to Order:

Mara Kozelsky called meeting to order at 4:00 p.m.

Brief Introductions:

Mara Kozelsky asked members to give a brief introduction.

Establish Meeting Date and Time:

Mara Kozelsky asked for discussion to establish a regular meeting date and time. After discussion, Skip Jones made a motion to establish the meeting date as 2nd Wednesday of the month at 4:00 p.m. Seconded by Amy Molyneux, motion passed unanimously.

Election of Officers:

Mara Kozelsky asked members for discussion on the election of officers. Gary Gover suggested Chair, Vice-Chair, Secretary, and Treasurer.

Skip Jones made a motion to nominate Mara Kozelsky, Chair. Seconded by Amy Molyneux, motion passed unanimously.

Skip Jones made a motion to nominate Amy Molyneux, Vice Chair. Seconded by Gary Gover, motion passed unanimously.

Mara Kozelsky discussed duties of Chair and Vice Chair.

Chair Duties

- ❖ Preside over All Meetings
- ❖ General Active Management
- ❖ Oversee Supervision and Duties Performed
- ❖ Operation of Program
- ❖ Annual Report

Vice Chair Duties

- ❖ Vested powers in Chairs absence
- ❖ Assist with compiling Annual Report

Ginger Golson suggested a Provisional Chair and Provisional Vice-Chair until bylaws are finalized.

Skip Jones made a motion to nominate Mara Kozelsky, Provisional Chair until bylaws are finalized. Seconded by Amy Molyneux, motion passed unanimously.

Skip Jones made a motion to nominate Amy Molyneux, Provisional Vice Chair until Bylaws are finalized. Seconded by Ginger Golson, motion passed unanimously.

Mara Kozelsky mentioned we will vote for Chair and Vice Chair at the November meeting.

Establish Bylaws:

Mara Kozelsky discussed establishing Bylaws. Mara addressed Gary Gover has prepared a draft of the Bylaws. Gary mentioned the Bylaws are the Rules of Procedures. Mara Kozelsky will forward the draft Bylaws to members for review before the next meeting in November. Erik Cortinas will forward Bylaws to Chris Williams, City Attorney that will work with the commission to finalize.

Training Session with Paige Thomas, Alabama Historic Commission, Certified Local Government (CLG):

Mara Kozelsky discussed that Paige Thomas, Alabama Historic Commission, Certified Local Government (CLG) will provide a Training Session next month. The Commission proposed tentative date(s) of November 13-14, 2024.

Conference in New Orleans and Budget:

Mara Kozelsky discussed the Conference in New Orleans and the budget. The Conference is two to three days with multiple panels of training. She discussed the value of networking, climate change, and understanding the programs. Mara mentioned Mayor Sherry Sullivan will authorize the use of funds from the budget for travel, room, mileage and registration.

Erik Cortinas confirmed his reservation for the Conference from his budget.

Erik Cortinas will forward the Travel Policy to all members.

Skip Jones noted training is a valuable opportunity.

Other:

Mara Kozelsky asked members for other topics of discussion.

Erik Cortinas addressed whether the Lebanon Chapel African Methodist Episcopal (AME) church is within City Limits. Erik will forward the City maps to all members.

Adjourn Meeting:

Mara Kozelsky asked for motion to adjourn meeting. Skip Jones made a motion to adjourn meeting. Seconded by Gary Gover, motion passed unanimously. Meeting adjourned at 4:55 p.m.

Respectively Submitted,
Jenny Opal Wilson
Assistant City Clerk
City of Fairhope