

**CITY OF BELVIDERE
HISTORIC PRESERVATION COMMISSION
A G E N D A**

**Tuesday, November 28, 2017
City Council Chambers
401 Whitney Boulevard
5:30 pm**

ROLL CALL

Members:

David Kummerow, Chair
Lisa Kummerow, Vice-Chair
Anna Gill Pivoras
Kris Bryan
Becky Tobin
Filitsa Platopoulos
Alexandra Omiotek

Staff:

Gina DelRose, Community Development Planner

Ex-Officio:

Mike Chamberlain, Mayor

MINUTES: Approve Minutes—October 24, 2017

PUBLIC COMMENT

NEW BUSINESS:

Work Plan and Budget

UNFINISHED BUSINESS:

Work Plan

2018 Awards Program: May 17, 2018; Nominations

Promotional/Fund Raising Events:

Mystery Dinner- Items needed, sponsors, budget

Stained Glass Window Tour

Leath Warehouse Update: updates on RFP

Maintenance Small Grant: no updates

10 Year Plan: Draft Plan

Expenditures: None.

Friends of Preservation: next meeting

OTHER BUSINESS:

Images of America Belvidere and Boone County

Royalties- no updates

Book Sales- no updates

DISCUSSION:

Underground Railroad in Boone County

Prohibition Era

Newsletter

Hometown Christmas

COMMUNICATIONS/PLANNING REPORTS:

Staff Report:

Next Meeting Date: December 26, 2017

ADJOURNMENT

**CITY OF BELVIDERE
HISTORIC PRESERVATION COMMISSION MINUTES
October 24, 2017
5:30 pm
Belvidere City Hall
401 Whitney Boulevard**

ROLL CALL

Members Present:

David Kummerow, Chair
Lisa Irvine Kummerow, Vice Chair
Anna Pivoras
Becky Tobin

Staff Present:

Gina DelRose, Community Development Planner

Members Absent

Kris Bryan
Alexandra Omiotek
Filitsa Platopoulos

With a quorum present, Chair David Kummerow called the meeting to order at 5:38 pm.

MINUTES: It was moved and seconded (L. Kummerow/Pivoras) to approve the minutes from the September 27, 2017 meeting. The motion carried unanimously.

PUBLIC COMMENT: None

NEW BUSINESS: None

UNFINISHED BUSINESS:

Work Plan

2018 Awards Program: Gina DelRose stated that she had booked the Community Building for May 17, 2018.

Gina DelRose stated that two of the house projects that were discussed last month have still not been completed. Ms. DelRose stated hopefully they will be done by the spring so an award can be given.

David Kummerow confirmed that the Community Building allows events to be catered and alcohol is permitted.

Lisa Kummerow offered to be the Master of Ceremony.

Promotional /Fund Raising Events:

Mystery Dinner- Gina DelRose stated that she recommends the event be held in January so that tickets can be sold as gifts.

Anna Pivoras stated that due to the nature of the event, she recommends hosting 2 smaller groups instead of one large one.

**City of Belvidere
Historic Preservation Commission
October 24, 2017
Page 2 of 3**

Drew Pivoras stated that he can create murder mystery for a maximum of 45 characters, including commission members. Mr. Pivoras explained the premise of the murder mystery and the two different plots.

Anna Pivoras stated that the Commission could provide small prizes, such as a mini champagne bottle.

Gina DelRose stated that the commission could use the bar that was made as a prop for another event.

Anna Pivoras suggested having the high school jazz band play.

Gina DelRose stated that she would start advertising on Facebook.

Lisa Kummerow stated that the Commission could dress up and take a group picture to help advertise.

David Kummerow stated that the Commission could post places to get costumes.

Lisa Kummerow recommended Rockford Party Rental.

Anna Pivoras stated that the Starlight Theater at Rock Valley College sometimes rents costumes.

David Kummerow stated that a soundtrack including boxing bells, crowd cheering, police sirens, etc. can be utilized.

Becky Tobin confirmed that heavy appetizers will be served instead of a sit-down dinner. A cash bar will be provided as well.

Anna Pivoras stated that she has theme-appropriate centerpieces to use.

Gina DelRose confirmed that the date would be January 26-27 2018 and that tickets will need to be sold by January 12, 2018.

Anna Pivoras stated that there could be a photo booth with props.

Anna Pivoras stated that the museum will require liability insurance for the cash bar.

David Kummerow stated that someone could record the event for future use.

Gina DelRose confirmed that the Commission wanted to seek out sponsors for the event.

The Commission decided to limit the attendance to those 21 years and older.

Stained Glass Window Tour- no discussion.

Leath Warehouse Update: Becky Tobin stated that over 20 request for proposals were sent out and there will be a tour of the property on November 1st for those interested in responding.

Maintenance Small Grant: Gina DelRose stated that she has been in communication with both grant recipients and they are in the process of completing their projects.

10 Year Plan: Gina DelRose stated that there will be an open house held in conjunction with the Friends of Preservation meeting on Thursday, October 26, 2017.

Becky Tobin left the meeting at 6:30pm.

Expenditures: None.

Friends of Preservation: Gina DelRose stated that she has ordered light refreshments for the event on Thursday, October 26, 2017. Ms. DelRose stated that the newsletter advertising the event was mailed to 250 homes, e-mailed to several people and posted online and in the Boone County Shopper.

OTHER BUSINESS:

Images of American Belvidere and Boone County

Royalties: No updates

Book Sales: No updates

DISCUSSION:

Underground Railroad in Boone County- No updates

Prohibition Era- No updates

Newsletter- Gina DelRose stated that the newsletter was mailed to everyone on the mailing list and posted on the City's webpage.

COMMUNICATIONS/PLANNING REPORTS:

Staff Report: Gina DelRose gave a status update of the new restaurants coming to downtown Belvidere.

NEXT MEETING DATE: November 28, 2017

ADJOURNMENT: The meeting was adjourned at 6:53pm.

Recorded by

Gina DelRose
Community Development Planner