Members Present: Clancy Kingsbury, Nate Nelson, Chris Wehrle, Tim Smith, Ali DeMersseman and John Riker

Members Absent: Eric Monroe, Ken Orrock and Alternate Aaron Sanders

Others Present: Sarah Hanzel, Jeanne Nicholson, Patsy Horton and Darrell Shoemaker

Kingsbury called the meeting to order at 7:47 a.m.

Approval of Meeting Agenda
Wehrle moved to approve the agenda. The motion was seconded by Nelson and carried unanimously.

New Business

Guest Darrell Shoemaker, City of Rapid City Communications Coordinator
Hanzel introduced Darrell Shoemaker to the Commission.

Shoemaker explained that the City’s goal is to increase the use of various media outlets such as Facebook, Twitter and a new website to educate the public. He added that his responsibilities are to be the point of contact between the media and the City, to update the City’s Facebook Page with educational and upcoming event information and to act as a spokesman for the City to promote the City’s missions and goals.

A brief discussion followed regarding the City’s Facebook page.

DeMersseman expressed her opinion that the public needs to be educated about the Historic Preservation Commission’s new historic review process and the new membership of the Commission.

Shoemaker concurred and noted that Ms. DeMersseman’s suggestion would be a great topic for the KOTA Focus Program that is held on the third Thursday of each month. Additional discussion followed.

Formation of subcommittees
Kingsbury reminded the Commission that at the last meeting, discussion was held about creating subcommittees to review some of the Commission’s major tasks. He expressed his opinion that two subcommittees, one to review the Design Guidelines and residential topics and one to review commercial topics, should be created. He added that another subcommittee should be created to review Education/Outreach Events.

DeMersseman moved to create subcommittees to review the Design Guidelines and residential topics, to review commercial topics and to review Education/Outreach Events. The motion was seconded by Wehrle and carried unanimously.

DeMersseman volunteered to be on the Residential Subcommittee.
Smith, Kingsbury and Wehrle volunteered to be on the subcommittee to review commercial topics.

Nelson volunteered to serve on the subcommittee to review Education/Outreach Events.

Hanzel explained that the subcommittees meet on their own schedule with no quorum to discuss their task and then bring back the findings to the whole Commission.

Kingsbury requested that Hanzel contact the other Commission members to see which subcommittees they want to serve on prior to the next meeting.

In response to a question from Kingsbury regarding meeting attendance, Hanzel explained that the Bylaws address attendance requirements. Kingsbury suggested that all Committee members be reminded about the attendance requirements of the Bylaws.

Riker entered the meeting at this time.

**Old Business**

2015 - 2016 Education/Outreach Events
No updates were given.

In response to a question from Wehrle, Kingsbury advised that discussion has occurred about having an event at the Journey Museum during the month of May. A brief discussion followed.

Hanzel stated that Ritchie Nordstrom has visited with Reid about having events at the Journey and that she will follow up with Reid about getting a tour of the Journey set up and to discuss the possibility of having an event at their facility.

Update on Sioux Falls Façade Easement conference call
Hanzel informed the Commission that she contacted the Sioux Falls Community Development Department and that they are open to doing a conference call to discuss their Façade Easement Program. She suggested that the members have some questions available and that she hopes to set up a conference call in the next week or two.

Kingsbury expressed his opinion that it appears that the program is successful and that it would be worth looking into for the downtown building fronts.

Riker inquired as to whether the BID has considered this kind of a program.

Kingsbury stated that the subject was discussed. He added that the stumbling block was providing funding for improvements to individual buildings instead of doing a blanket improvement to the downtown district. Additional discussion followed.

Hanzel informed the Commission that Darrell Shoemaker just informed her that there is a 15 minute spot on KOTA Radio on January 28, 2016 at 9:30 a.m. She noted that the Commission could provide information on the new historic review process, the new Commission membership and any other pertinent information we would like to provide to the public.

Riker volunteered to do the KOTA Radio spot on January 28, 2016.
Approval of Minutes
DeMersseman moved to approve the December 9, 2015 meeting minutes. The motion was seconded by Riker and carried unanimously.

DeMersseman moved to adjourn the meeting at 8:18 a.m. The motion was seconded by Riker and carried unanimously.