Tuesday, July 18, 2023

I. Call to Order

The meeting was called to order at 7:10 pm.

Present in person: Louise Ferrebee (Interim Chair), Bob Purdy (Secretary), Nancy Flannery, Sophia Ruffolo,

Present electronic: Emelie Engling

Absent: Lisa Buchanan, Joe Szczepaniak

II. Public Comments

None

III. Approval of Minutes

Minutes of the June 20, 2023 meeting were approved on a motion by Bob, seconded by Sophia, and passed unanimously.

IV. Old Business

- **Wheaton Register of Historic Places application and process.** Louise will create a final draft of the document incorporating the suggested changes that have been discussed and offered so far. Approval to be voted on at August meeting.

- **Tour of Seven Gables.** Tabled until August meeting.

- **Walking Tours on Historic Register Map.** Tabled until August meeting.

- **Home History Research One-on-One events.** Nancy is working with Gretchen Murphy at WPL to update the “Guide to Wheaton Sources” for homeowners doing research. Two sessions of one-on-one appointments at WPL are being scheduled in September; they will be made available to interested real estate agents as well as homeowners.

- **Preservation Month**
  - Planning and details for the 2024 events at the library will need to be completed by mid-January at the latest, to be incorporated into the library event calendars.
  - The Chair will be assigning all 2024 preservation month tasks and insuring the completion of them.

V. New Business

- **Commission Vacancies and Officers.**
  - Chair vacancy: A motion to fulfill Steve Beach’s remaining term by Louise Ferrebee was made by Sophia, seconded by Nancy, and passed unanimously.
  - Openings for two more commissioners: Louise will be notifying Andrea and Mayor
Suess. She will also contact Susan Bishel for postings on the city website and also the City Facebook page. Other ways to publicize the openings were discussed:
- **Wheaton Patch** newsletter post. Bob to do this.
- City of Wheaton Water bills. Louise will explore this through Andrea.
- French Market Historic Commission table display presence on September 2.
- **Register of Historic Places new application.** The application and check for 815 N Scott were received. Louise will be posting the research on SharePoint and/or making copies for discussion and possible vote next month.

**Publicity**
- Table at French Market: Historic Commission is allowed three placements per year. Next one will be September 2.
- Social Media Posts: Sophia agreed to do these going forward, and they will include the September 6 Bob Goldsborough lecture we are sponsoring.
- Business cards/promotional cards with GIS site QR code and URL; Louise presented a design to be finalized and voted on at the August meeting. Everyone agreed these will be very useful in informing residents about the historic commission, the Wheaton Register of Historic Places program, and our Preservation Month events.

**Events**
- Recap of July 1 at Marcellus Jones House Event. There were 135 visitors to the display at Adams Park, and an estimated 40 people toured the house. Louise designed a card to be sent to the Penfields, thanking them for their assistance and hospitality.
- “Smashed: Wheaton Train Wrecks” lecture by Bob Goldsborough, Wednesday Sept. 6 at Wheaton Public Library. The need for a larger venue for our future sponsored lectures was discussed; Bob will explore the availability—and suitability-- of the Wheaton Drama facility on Hale St.

**Donations of artifacts.** With our newly available City Hall Annex storage space, it was determined we need to discuss the appropriateness of acceptance of items.

**Administrative Procedures & Programs.** Nancy has created this comprehensive guide to the work of the commission. It is expected to be very useful in defining and delegating tasks and responsibilities, enhancing the effectiveness and efficiency of our activities going forward.

**VI. Commissioner Comments**
Bob shared the new Cantigny pricing policies for parking and events. These increases and the reconfiguration of the Robert R. McCormick house museum as a special event venue, closing it off for tours, could partially explain their decision this year to end their partnership with the commission for Preservation Week.

**VII. Adjournment**
Nancy moved to adjourn, Bob seconded, the motion passed unanimously; the meeting concluded at 9:00 pm.

\[Signature\]