

Draft: Non-Quorum

Minutes of the Hampshire County Historic Landmarks Committee
Regular Meeting, September 28, 2022

I. Call to Order

The meeting was called to order by Chair, Jean Shoemaker, at 2:00 pm.

II. Pledge of Allegiance

Jean Shoemaker led the Commission and guests in the Pledge of Allegiance.

III. Roll Call

The members present were Jean Shoemaker and Carol Shaw. Thus, no Quorum.
Amanda Barnes, Planning Office, and Erin Timbrook, 911 Center/Grant Writer were also present.

IV. Minutes

Corrections to the September 7th, Special Meeting minutes of the HCHLC were noted: to remove Notes as a descriptive (and use MINUTES) and fix one typo in Item VIII to add a 'k' in the word "asked". *Without a Quorum today, the Minutes will need to be approved at our next meeting.*

V. Financial Report: No Report

VI. Old Business: Cemetery Survey Grant Application:

Erin Timbrook, the County's Grant Writer has done a review of the Grant Application and says we are close to having it all. We need the following from Eric Strite:

1. Reprint the HCC minutes he gave us from 9/13/22 on letter size paper (8.5 x 11)
2. HCC minutes from the 9/27/22 meeting, which will show that the 9/13/22 have been approved.
3. Proof of financial sufficiency to show SHPO that Hampshire County has sufficient funds to pay the \$27,500 Grant expenditures (prior to being reimbursed for \$19,250). Erin says it might be a Bank Statement, something with a line item showing funds set aside from the General Fund, or Letter of Financial Commitment. The wording on the Grant application is: "Have you included documentation/proof of available funds to pay all expenditures upfront?"

VII. New Business: NA

VIII. Open Forum: We need to ask Amanda for a "List to Speak" for our meetings.

IX. Adjourn : The meeting was adjourned early.

Submitted by Carol Shaw, Secretary * *