

Sanford Historic Trust Board Meeting Minutes

Date: October 6, 2015

Time: 6 PM

Place: 104 Park Ave

Note Taker: Kristin Cole

Attendance: Jim Fears, Alec Then, Fran Cramer, Hank Diekhaus, Brenda Boland, Charlie Hull

- 1) **September Meeting Minutes** were reviewed. Jim Fears noted an error in the summary of the Revolving Fund below:

***Revolving Fund** – In June, SHT approved a matching fund of **\$500** for the new Sanford Heritage Revolving Fund, which is a non-profit organization whose mission is to acquire, rehabilitate and sell troubled historic property in Sanford. The Board discussed our current proposed support of **\$5,000** in matching funds*

SHT has agreed to provide \$5000 in matching funds, the initial sentence should be \$5000 not \$500. Kristin noted.

Hank makes motion to approve minutes. Brenda seconds, unanimous approval.

Reports of Officers

- a. **Jim Fears - Treasurer.** Financial activity minimal; upcoming expenditure for historic lamp posts to be posted shortly. Approximately \$43k in bank. The liability insurance premium was raised by about \$400 per year to \$982 per year. This premium increase also represents more comprehensive coverage for the Tour of Homes event.

2) Project Reports

- a. **Trust Brochure:** The Board agrees that we have an urgent need for a new SHT brochure. Frank Loose has been contacted and has agreed to assist with the project; scheduling conflicts have not allowed a meeting between SHT and Frank. Kristin recommended that a professional service be engaged to facilitate a quick, guaranteed turn around on the project. Hank makes motion that Nelson or Kristin have approval to engage a graphics company if attempts to create a new brochure via volunteer efforts alone fails to move the project forward in a timely manner. Brenda seconds the motion
- b. **Student Museum: Kristin and Alec reported to the Board regarding the Student Museum Research Committee** that they had agreed to co-chair in September. They reported on their objectives as follows:
 - **Solicit committee members as needed:** The Student Museum research committee members are as follows:
 - Alec Then
 - Kristin Cole

- Linda Kuhn
- Jerry Mills
- Mike Smith
- Dianne Forrest
- Christine Dalton
- Maria Shreve
- Denny Gibbs

Collect necessary information The committee met at the Welcome Center on September 15 to discuss the project and consider options for involvement and support for the preservation of the Student Museum. Christin Dalton provided a wealth of information regarding the project based on her knowledge of the project and her discussion with Seminole County School Board members:

- SCPS's goal is to transition the property to another organization.
- SCPS will be releasing an RFQ October 15th to solicit bids for the purchase of the Student Museum. Much more information will be available once this RFQ is released. Additionally, the RFQ process will contain a bidders conference, a time at which a list of all potential bidders will be available to the public
- Christine believes that while SCPS are hopeful for and will encourage proposal responses from educational institutions, RFQ respondents from public educational facilities face significantly higher standards for code and regulatory requirements than respondents from private institutions would. Higher standards equate to higher improvement costs which may deter potential bidders. Private investors will be considered.
- Efforts were being made to assess the potential interest of Seminole State College and Stetson University

Rigorously analyze data: The annual maintenance costs of approximately \$50,000 also would require over \$1M in repairs. While the committee did not complete a detailed financial analysis, as even the basic maintenance on the building far exceeds the support that the Trust is currently capable of providing. The RFQ will provide detailed requirements that can be assessed at the time of its release.

Meet with school board representatives and/or other members of the community: While the committee did not meet with the School Board Members, the report from Christine Dalton provided valuable information on the thoughts and considerations of the School Board.

Prepare written recommendation(s) for board and membership: The committee members agreed that:

- SHT should not consider pursuing or responding to the RFQ as a sole participant to obtain ownership of the Student Museum
 - SHT should consider possible partnerships with other primary respondents to the RFQ. Partnership considerations could include both private developers and public educational or other non-profit organizations.
 - SHT should proactively assess the RFQ, attend bidders conference, and evaluate potential partnership opportunities as information is made available
- c. **SHT 2016 Elections** – The Board discussed the upcoming November elections. The Officer positions of President, Vice President, Treasurer and Secretary will be open. Additionally, there are three general board positions that will also be open as Hank Dieckhaus, Rob Hawkins, and Brenda Boland have expiring terms. Charlotte Smith agreed to chair the nominating committee at the September member meeting. Fran and Charlie have agreed to participate on the nominating committee.
- d. **Sign Toppers:** The project is in process and toppers are being resized to fit the newer, larger street sign sizes that the city is now installing. The initial sign topper size was based on older, smaller street signs. Once sizing is complete, the project will need to be re-reviewed by the HPB.
- e. **Lamppost Project:** Alec continues working on presenting the proposed locations for the targeted areas within the District for 2015 lamp post installations. Four churches on Park Avenue will be part of this year’s installation. Lampposts have been ordered and scheduled for delivery. Targeted installation is fourth quarter of this year.
- f. **Home Tour** –The tour will be led by Angela Beverly and Tammy Agnini. The tour will be held on Palmetto between 5th and 12th St. and the date is set for Saturday December 5th from 4 – 9 PM. Ten homes are already confirmed to participate, and ten vendors have been secured for food and beverage.
- A homeowner tour workshop is scheduled for Oct 6th at 7 PM at the Welcome Center (right after this Board meeting)

Meeting adjourned

Next Meeting Tuesday November 3rd

Minutes submitted by Secretary, Kristin Cole.