

**Minutes
Town of Windermere
Historical Preservation Board
January 30, 2013**

Call to Order

Windermere Historical Preservation Board Meeting was called to order on January 30, 2013 at 7:00 p.m. by Chairman Hannah Ammar in the Windermere Library, 520 Main Street, Windermere, Florida.

Attendance

Historical Preservation Board Members present at the meeting were: Hannah Ammar, Theresa Schretzmann-Myers, Joan Foglia, Amy Dubois, John Fisher, Mary Francis Howard and Town Council Liaison John Armstrong. Also present was guest Jackie Rapport from Windermere Garden Club.

Minutes Approval

November 2012 Minutes were approved as written.

Treasurers Report

Historic Board Treasurer Joan Foglia reported there is approximately \$8,000 in the Historic Preservation Board account available to the committee for use in the cultural landscape restoration plans for the 1887 Schoolhouse National Register Historic site.

Modern Well Repair for Landscaping

Treasurer Joan Foglia reported she met with Town Manager Robert Smith regarding the requisition forms for the power pole to run power to the modern pump and pump relay repair. Town Manager Robert Smith reported that electrical contractor Bright Future Electricians is installing the power pole. The well company Patterson Well Drilling removed the disabled pump and replaced it with a new one. They will also make sure the condition of the well pipes are stable and will test the water. Mary Fran Howard has donated the labor for well contractor Brent Howard to install the irrigation so the Historic Committee, Tree Board and Garden Club can move forward with landscape trees and plants. Robert Smith stated it will cost approximately \$1,484 for running a power pole to the modern well. Actual pump estimate for repairs is \$2,350 for labor, pump and materials. Purchase orders for power pole installation and repairs to modern well are in progress.

Robert Smith suggested flagging the perimeter for locations of camellias and Florida Native trees before irrigation is installed. Windermere Tree Board is donating Florida Native trees for perimeter planting with historic camellias. Camellias will be purchased by Historical Board. A meeting was scheduled for Wednesday, February 20, 2013 for Historical Board, Garden Club, Irrigation Contractor, Public Works and Town Manager to meet at historic site to plan irrigation.

Comedy and Magic Fundraiser for Historic Schoolhouse Cancelled

Hannah Ammar reported this idea was going to be cancelled until further notice or until needed in future. Funds for moving forward for schoolhouse landscaping have been located by Treasurer Joan Foglia and Town Manager Robert Smith due to accounting audit which revealed funds accrued over the years from historic schoolhouse donations that were not accounted or rolled over into Historical Preservation Board budget by former Town Manager Bernier.

Historical Marker Grant Sponsorship

Schretzmann-Myers drafted text for a two-sided historical land marker with different text on each side of marker. Each single side of marker allows 19 lines with 1,235 characters. Two sides allow for 2,388

characters with spaces total. The committee reviewed the marker text and made edits with directions to bring back corrected draft for approval back to committee.

Hannah Ammar made a motion that a the Historical Preservation Board approach organizations for a minimum donation of \$2,000 to the Windermere Historical Preservation Board by local organizations in order to sponsor the marker and have an organization name listed on the Florida historical marker.

Windermere Garden Club Donation Request Letter

Chairman Hannah Ammar and Treasurer Joan Foglia drafted thank-you letter for Garden Club's first \$1,000 donation and second formal letter of request to Windermere Garden Club for the second \$1,000 donation check for landscaping the 1890's schoolhouse national register site and will follow-up on that request. Chairman Hannah Ammar thanked Windermere Garden Club representative Jackie Rapport for their support.

Town Hall Identification Signage

Discussion of concepts and funding regarding "Town Hall" identification letters to be placed on the pediment of historic Windermere Town Hall ensued. Hannah Ammar will get three estimates from sign companies for signage lettering. Robert Smith stated a revenue stream to fund Town Hall identification signage can be found in signage budget.

Action Items:

1. Meeting with Irrigation Contractor, Historical Board, Garden Club, Tree Board, Public Works and Town Manager to discuss irrigation zones, estimate and draft purchase order for irrigation installation.
2. Hannah Ammar to get estimates for Town Hall lettering from three different providers.
3. Theresa Schretzmann-Myers to draft historical Marker Text with edits for approval.

Next Historic Board Meeting was scheduled for Wednesday, February 27, 2013. Meeting adjourned at 8:10 p.m.

I hereby certify these are the Minutes of the Windermere Historic Preservation Board.

Dated this 30th day of January, 2013.

THERESA SCHRETZMANN-MYERS

Theresa Schretzmann-Myers

Secretary, Windermere Historical Preservation Board