



HISTORIC PRESERVATION ADVISORY BOARD

February 19, 2024 4:30 p.m.
City Of DeBary
79 S. Charles Richard Beall Blvd.
DeBary, Florida 32713

MINUTES

CALL TO ORDER: Sarah Smith, Vice-Chair called the meeting to order at 4:30 p.m.

ROLL CALL / INTRODUCTIONS: Present: Sarah Smith, Sherilyn Scott, Stuart Scott, Holly Giles, Tracy Mestre. **Absent:** Susan Preil **Others Present:** Shari Simmans, Director Economic Development

APPROVAL OF MINUTES: January 16, 2024 minutes – No changes. Sheri Scott made a motion to approve minutes. Tracy Mestre 2nd. Motion approved unanimously. Minutes signed.

OLD BUSINESS:

HPAB By-Law Review: The board reviewed the following by-laws.

Article II – Section 1 – Membership (Quorum) – board reviewed & agreed quorum based on current membership.

Article II - Section 2 – Officers (Term of Office) reference City Clerk email dated January 17, 2024 – board reviewed & agreed on understanding terms of office.

Article IV – Section 11 – Absences – board reviewed & agreed that if absent from a meeting, contact Annette, City Clerk & contact Chair (according to by-laws).

Strategic Planning/Oral History Project:

Stuart Scott provided the board 2 documents for review - Smithsonian Oral History Primer & DeBary Oral History Project.

Sheri Scott reviewed oral history ideas by Victorian Collection (you tube) & Smithsonian (you tube). Ethical considerations, research oral history topic & technology used to capture oral history etc. Suggested group view these short videos.

Board agreed to approach Oral History Project in phases in terms of “who to be interviewed”. Phase #1 – Residents of DeBary prior to 1993 (incorporation).

Shari Simmans will draft article for upcoming newsletter/social media to generate interest & recruit residents.

Stuart Scott will draft application qualifications & permission waiver.

Board agreed that research required to interview & hire a professional organization with proper equipment to conduct resident interviews. Shari advised that any funds needed must be brought before City Council.

NEW BUSINESS:

Board Resignations: Rob Sullivan & Randall Smith resigned. Openings were posted. 1 applicant to date.

Oral History Criteria/Questions/Guidelines: See Strategic Planning above. Stuart Scott will draft application qualifications & permission waiver.

Online Historical Training Preservation Programs/Tracy: Tracy sent list to Annette Hatch for distribution to the board.

PUBLIC PARTICIPATION: No public participation.

ADJOURN: Motion made by Holly Giles to adjourn the meeting 5:45 p.m. Tracy Mestre seconded. Motion passed unanimously.

NEXT MEETING: Monday, 4:30 p.m. March 18, 2024 – Location City Of DeBary

APPROVED:

**HISTORIC PRESERVATION ADVISORY BOARD
CITY OF DEBARY, FLORIDA**

Susan Preil, Chairman

Sheri Scott, Secretary