



Douglas Historic Preservation Commission

**P.O. Box 1030
Douglas, WY 82633**

**Board Members present: Julia Evins, Betsy Varland,
Sarah Russell, Heidi McCullough, Lisa Patterson
Board Members absent: Crystal Hendricks, Jacey Bauman.
City of Douglas Liaison: Heidi McCullough**

MINUTES January 17, 2024

1. Call to Order
 - a. Called to order at 5:20pm by Chairperson Evins
2. Approve Minutes of the November 15, 2023
 - a. Moved by Russell, 2nd by McCullough passed unanimously.
3. Election of Officers
 - a. McCullough nominated Julia Evins to remain as Chairperson, Patterson seconded. Motion was unanimously approved.
 - b. Varland nominated Heidi McCullough as Secretary, Patterson seconded. Motion was unanimously approved.
4. Old Business:
 - a. Training Updates – Chairperson Evins submitted certificate of completion for a webinar, Commissioner Varland has one to submit as well.
 - b. South Douglas Historic District
 - i. Work to begin on walking tour, nomination listed some notable houses, but we will look into adding more.
 - c. Budget Requests
 - i. 3rd Grade workbooks – we have enough for this year, but that is all.
 1. McCullough will continue to research bids
 - ii. Walking tour brochures for South Douglas Historic District
 1. There is a lot of work left in the research stage.
 2. Plan for having brochures for ready for printing in FY25-26
 - iii. QR Codes to add to Downtown walking tour sign and a sign for Cemetery Kiosk building and placement around cemetery.
 - iv. Training – continue to ask for training funds
 - v. SHPO Convention – travel and rooms for commission.
 - d. Commission Terms
 - i. Bauman and McCullough have both reapplied for their position on the commission.
5. New Business
6. The meeting was adjourned at 6:20pm. Next meeting will be February 21, 2024 at 5:15pm at City Hall.