

# RALEIGH HISTORIC DEVELOPMENT COMMISSION

## Minutes of the Business Meeting

Tuesday, February 21, 2012 – 222 W. Hargett St., Room 305

### I. CALL TO ORDER

Jane Forde called the meeting to order at 7:37 AM. A quorum was declared after roll call.

#### A. Roll Call – Martha Lauer, Executive Director, called the roll as follows:

Present: Will Alphin; Fred Belledin; Jannette Coleridge-Taylor; Miranda Downer; Jane Forde; Kiernan McGorty (7:46 AM); Scott Shackleton; Michael Story; Cecily Timmons; Flora Wadelington; Barbara Wishy.

Absent: Greg Hatem.

Others: Martha Lauer, Executive Director; Tania Tully, Preservation Planner; Councilman Russ Stephenson; Myrick Howard, Preservation North Carolina; Jenny Harper, 312 E. Cabarrus Street; Will Jeffers, 1100 E. Martin Street; Ms. Cynthia Ball and Mr. Aspnes, 1428 Canterbury Road.

- B. Approval of Agenda: Mr. Shackleton moved to approve the amended agenda; Ms. Forde seconded; motion carried 10/0.
- C. Approval of the Minutes: Mr. Shackleton moved to approve the January minutes; Ms. Forde seconded; motion carried 10/0.
- D. Ad Hoc Chair—Revolving Fund Projects: Mr. Belledin requested that Mr. Shackleton act as moderator in chair's absence.
- E. Special Meeting: Should the meeting run long, any undiscussed agenda items would be discussed prior to the commencement of the February retreat.

### II. FINANCIAL REPORT

#### A. Monthly Report

- B. Budget Transfer: Ms. Wishy moved to approve the budget transfer as presented; Mr. Shackleton seconded; motion carried 10/0.
- C. Form 990 Review: Mr. Story moved to submit the Form 990 as presented; Ms. Coleridge-Taylor seconded; motion carried 10/0.
- D. Internal Audit  
Ms. McGorty joined the meeting.

### III. EXECUTIVE SESSION

At 7:43 AM Mr. Story moved to hold an executive session for the purpose of discussing a real estate matter and to recuse Mr. Belledin from the executive session due to a conflict of interest; Ms. Wishy seconded; motion carried 10/0. Executive Session. Ms. Forde moved to close the executive session and readmit Mr. Belledin; Ms. Wishy seconded; motion carried 10/0.

### IV. COMMITTEE REPORTS (cont'd.)

- A. Raleigh Historic Landmark Application: G. Dewey and Elma Arndt House: On behalf of the committee, Ms. Wishy moved that the commission find that it meets the criteria for designation as a Raleigh Historic Landmark and that the RHDC recommend to the City Council that the application be referred to the Department of Cultural Resources, Division of Archives and History for its analysis and recommendation and to authorize a joint public hearing; motion carried 11/0.

### V. NEW BUSINESS

- A. Bylaws and Rules of Procedure Revision: Ms. Wishy moved that the commission approve the revised text and recommend to City Council the revised Bylaws to City Council for adoption; Mr. Shackleton seconded; motion carried 11/0.

**VI. CHAIR'S REPORT**

- A. Retreat: February 27, 2012  
B. S. Person/S. Blount HOD

**VII. COMMITTEE REPORTS**

- A. Certificate of Appropriateness Committee – Scott Shackleton  
1. February 6 Meeting  
2. Edison Apartments  
B. Research Committee – Barbara Wishy  
1. Crabtree Jones House: Ms. Wishy moved that the commission submit an HPF grant application to update the National Register nomination for the Crabtree Jones House; Ms. Timmons seconded; Ms. McGorty requested a friendly amendment that the commission explore fundraising the required \$2,400 commission match; Ms. Wishy accepted the friendly amendment; motion carried 11/0.  
2. Local Kit Homes Project  
3. 50<sup>th</sup> Anniversary; DRA Tour  
C. Community Awareness Committee – Jannette Coleridge-Taylor  
1. Newsletter  
2. Posters  
3. Coasters  
D. Nominations Committee – Jannette Coleridge-Taylor  
3. Request for Candidate Suggestions

**VIII. STAFF REPORTS**

- A. Birdwood and Clarence Poe House  
B. Plummer T. Hall House  
C. William A. Curtis House/Villa Florenza  
D. Carolina Coach Garage and Shop/Stone's Warehouse  
E. Design Guidelines Update  
F. Website  
G. CLG Certification

**IX. NEWS OF OTHER ORGANIZATIONS: As listed in the agenda.**

**X. ADJOURNMENT**



Fred Belledin, Chair  
Raleigh Historic Development Commission



Martha Lauer, Executive Director  
Raleigh Historic Development Commission