



HISTORICAL COMMISSION MINUTES

7:00 p.m., April 22, 2002
City Council Meeting Chambers
One North San Antonio Road, Los Altos, California 94022

CALL TO ORDER

ROLL CALL

Present: Chair Foerster; Vice-Chair Carpenter; Commissioners Hull, Humphries, McDonald, and Sandoval. Absent: McChesney

MINUTES

Commissioner Hull pointed out that the contract web-master's name is David Ramburg. Correction added. Approval of the minutes of the March 25, 2002 meeting, was moved by Commissioner Hull, and seconded by Commissioner Humphries.

PUBLIC COMMENTS

Members of the audience may bring to the attention of the commission any item that is not on the agenda. Speakers are given up to three (3) minutes. State law prohibits the Commission from acting on items that do not appear on the agenda.

DISCUSSION/ACTION ITEMS

Chairperson's report: The Commission appointed a sub-committee of Commissioners Sandoval and Hull to continue work on the 1. standards for Landmark properties; 2. evaluation of the City and the Commission's system for creating a landmark designation; and 3. any other recommendations that might be needed. Commissioner McChesney may also be asked if she can serve on this sub-committee or Chair Foerster will be involved periodically.

The Chair asked the staff liaison to contact the Community Development Director and make sure that all the Historical Commission's recommendations on the General Plan had been understood and would be able to be included.

Landmark properties—Standards

A future meeting with the board of realtors will be brainstormed as to agenda; goals for the meeting—and to be scheduled at a later date.

Commissioner Reports:

1. Essay Contest Report: Two items were discussed; 1. that the third place prize next year should be raised from \$10 to \$15—this drew a unanimous agreement; and 2. The Commission understood the City’s need to have a paper trail for transactions. Vice-Chair Carpenter said that it is possible to get American Express Gift certificates; they can be personalized with each winner’s name. This is similar to purchasing money orders or issuing checks but is a little “jazzier.” They operate similar to traveler’s checks and should be able to be cashed anywhere, not just a bank. The Commission decided that they will request cash this year—furnishing Finance with a list of the winner’s names and add the proper bookkeeping/accounting topic to the “how to run the Essay Contest list” for next year. Commissioner Humphries volunteered to work on the Essay Contest next year (she will have orientation assistance from Chair Foerster). Humphries works full time and may need assistance from other commissioners on some of the “personal touch” elements such as making an appointment to speak with the principals at the private schools. This will be worked out further next year—the topic is decided each school year at the beginning of the year in a meeting with the Museum’s Education Committee (a volunteer group of retired teachers, parents, and administrators). The Essay Contest drew 866 participants this year—and involves pushing about 2,500 pieces of paper between the teacher’s packets and the student’s packets. Perhaps, the copies can be sorted by a copying service within Los Altos to save the volunteer committee some work.
2. Commissioner Hull reported on his conversations with Phil Rose, the City Manager and the Website managers who are on contract with the City of Los Altos.
3. Commissioner Humphries: The need for a clear flow chart for homeowners remodeling or purchasing and remodeling homes was reiterated. Sutro Library in San Francisco, behind San Francisco State University, has an excellent collection of regional historical resources (and is a public/city library). They have city directories for many cities.
4. Commissioners Carpenter and McDonald spoke briefly about the “Homes and Gardens of Los Altos: The Architectural Heritage Show.” There was some discussion of the City-wide barbecue and participation by the museum and commission in that event.

HISTORY MUSEUM REPORT/STAFF REPORT

The staff liaison mentioned that the position listings describing the work responsibilities for the History Museum Director and the Collections and Exhibits Manager had been included. It has been a gain for the Commission’s functions that as a new commissioner joins the group, the Commissioners introduce themselves and the Commission projects and roles they are currently holding. Staff does not want to add time to the meeting, so the written material was shared, by way of introduction, for roles that interface with the Commission.

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OTHER MATTERS/NEW BUSINESS/WRITTEN CORRESPONDENCE:

Recognition of Historic property Owners as an element of the “50th Anniversary of Incorporation” celebrations—a particular mechanism for this recognition has yet to be decided. More discussion will follow.

ADJOURNMENT

Commissioner Hull moved to adjourn, seconded by Commissioner Sandoval. The Commission adjourned at 9:25 p.m.

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