

Historic Resources Board

An advisory board to the Huntington Beach City Council

MINUTES HUNTINGTON BEACH ART CENTER HISTORIC RESOURCES BOARD

Friday, February 16, 2007
1:30 p.m.
Huntington Beach Art Center
538 Main Street
Huntington Beach CA 92648

CALL TO ORDER:

Morgan called the meeting of the Historic Resources Board to order at 1:40 p.m. at which time a quorum was met.

ROLL CALL: Harris, Howard, Kennedy, Morgan, Ryan

ABSENCES: Council Liaison Carchio, Council Liaison Hardy, Essner, Santiago, Watkin

STAFF PRESENT: Hoffman, Clary

GUEST: None

WELCOME & INTRODUCTION: None

ORAL COMMUNICATIONS:

1. Clary provided the board with new rosters, which lists term dates on it for the board's information. She will mail rosters to those who are not in attendance, along with the minutes from this meeting.
2. Morgan, along with the rest of the board in attendance, thanked Hoffman for all that she does as staff liaison for the Historic Resources Board.

CURRENT ISSUE UPDATES:

1. **Educational Program Committee:**
 - Ryan reported she has contacted Chris Jepsen, Orange County Archivist, Nuwana Robinson and the Historic Resources board members via email regarding participation on the Educational Program Committee. Cynthia Ward, Architectural Historian, offered her services for free workshops on preservation to the board's efforts of educating the public. A discussion followed on when the best possible time for the new committee to meet with no decision being

made at this time. It was decided that Ryan will contact Ward and Jepsen regarding their availability to attend the first meeting.

2. Selection Process for New City Historian:

- Hoffman redistributed the City Historian job summary and asked the board to take a few minutes to read it over. Hoffman read the process to the board and noted that the process is similar to the application process for the Historic Resources board. She stated that the board's responsibility is to determine the criteria for selecting candidates. The board agreed that each candidate should be a Huntington Beach resident for a minimum of 5 years, has knowledge of city history as demonstrated by a written essay, and possesses research, writing, archiving and customer service skills. In addition, the board will recommend that the position have a 4 year term limit. Hoffman will develop a description from the board's recommendations and send to the City Clerk for posting.

3. Housing Rehabilitation Loan Program:

- Kennedy gave an overview on the history of the Housing Rehabilitation Loan Program. Hoffman suggested that the board keep information of this nature and consider it as a possible topic for the education seminars. Morgan will look into the program to see if there have been any changes since it came into effect in 1993.

NEW BUSINESS:

1. None

MATERIALS DISTRIBUTED

1. Job Summary – City Historian
2. Board Member Roster

NEXT MEETING DATE

The next meeting is scheduled for Friday, March 16, 2007 at 1:30 pm. Hoffman will ask Susan Ruble, the new Arts Development Coordinator to take notes at the next meeting since Clary will be absent.

ADJOURNMENT

Meeting adjourned at 2:45 pm by Morgan.

Respectfully Submitted,

By: Charlene Clary, Recording Secretary