**Ravenswood Historic Landmark Commission Meeting Minutes**

**June 5, 2023**

**Meeting called to order** by Chris Skeens at 6:05 PM.

**Roll call**: Chris Skeens, Dee Scritchfield, Rob Benson, and Alex Anderson. Absent: Chuck Wise and Chase Jarrell

**Approval of Minutes:** Motion to approve minutes made by R Benson. Second by C Skeens. Motion passed unanimously.

**Treasurer’s Report:** Balance is $8608 with an outstanding expenditure of $218 to be billed. Motion to approve made by A Anderson. Second R Benson. Report approved unanimously.

**Public Forum:** Kip Price attended the meeting as a person who is interested in the history of Ravenswood and shared ideas related to the time capsule project.

**Old Business-Discussions:**

**Time Capsule:** Discussion continues on the proposed time capsule. Additional items have been ordered for storage of keepsakes. The announcement of the time capsule will be presented during the Harvest in the Wood Festival. R Benson has contacted Constellium to make the container that will be placed in the vault which needs to be air tight. Buddy Stemple will be invited to attend the time capsule presentation. Contents will be archived. R Benson will make a post on the HLC Facebook page to notify the public that we are looking for a suitable safe that someone would be willing to donate for the time capsule. The donor and their family will be memorialized in the 100 year time capsule. Kim Benson will create a certificate of appreciation to those who donated items to the time capsule.

Items to be obtained: 2023 Yearbook will be obtained by E Lemley. Menu from local restaurants will be obtained by D Scritchfield. C Skeens will identify active churches in Ravenswood and identify contacts for the new plants to get the information that was presented at the ground breaking. Current businesses need to be identified. Members will begin sorting items that have been acquired.

**AmeriCorps PAWV Employee:** Danielle Parker notified HLC that we have been approved. D Scritchfield spoke with D Parker today who stated details will be forthcoming this week. Members of HLC and Faith Walker will conduct the interviews.

**Ravenswood Historic District Historical Markers:** no action

**Video Tour of Historic Old Town:**  no action

**Main Street Revitalization:** no action

**New Business-Discussions:**

The HLC would like to appoint Kip Smith to the Commission with the approval of Mayor Miller. D Scritchfield will make the request to the Mayor.

A Anderson will purchase a microphone and begin interviewing persons that would be willing to share historical information that we can share with the public. A waiver will be obtained to give permission to HLC to publish recordings and/or videos.

**Next meeting will be June 22, 2023 at 6:00 PM**

**Meeting adjourned at 7:45 PM**