

**Minutes of the Winneshiek County  
Historic Preservation Commission  
Meeting  
May 8, 2004  
10:00 A.M.  
Old Winneshiek County Jail**

**Present**

Roger Bergan, Kevin Lee, Dave Stanley, Ferneva Brimacomb, Elizabeth Lorentzen,

Kevin opened the meeting with a discussion of his recent meeting with Shirley Schermer who is head of the Office of the State Archeologist's burial program. The topic at this meeting focused on filling out state archeological site forms for the pioneer cemeteries in Winneshiek County.

Dave offered to help with filling out the forms since he has access to the state archeological site records online.

Dave and Kevin renewed a discussion on applying for a CLG grant to map several pioneer cemeteries. Dave suggested that the HPC might be able to provide some cash match.

Elizabeth indicated a cash balance of \$1,000 in the HPC account.

Kevin thought that the Pioneer Cemetery Association might be able to contribute additional cash.

Ferneva suggested a HPC contribution of \$250.

Kevin outlined the volume of records that the Pioneer Cemetery Association presently has and noted that there are 25 known Pioneer Cemeteries.

Dave and Kevin said they would further pursue this idea.

Elizabeth brought up the research she carried out regarding a scanner/printer setup and presented a catalog illustrating several models.

Kevin noted that in order to digitize the historical society's collections a slide and negative scanner would be needed.

Ferneva suggested that it would be wise to setup a list of goals and objectives for digitizing collection and how the goals and objectives would be achieved. This would include developing an outline and schedule for specific projects. This information could then be presented to the Board of Supervisors in order to justify the funds they are providing to the HPC.

Everyone present agreed that this would be a good idea.

Kevin raised the issue of compensation for attending conferences and workshops. He also indicated the need for the HPC to setup a policy to define what type of conferences or workshops would be appropriate.

Ferneva pointed out that compensation should be approved before hand and not after the event.

Everyone present was in agreement on this issue.

Prior to adjournment at 11:00 there was a general consensus that the issues discussed at this meeting should be addressed at the July meeting when other members of the HPC are present.

These issues include the following:

- 1) Submitting a CLG grant application for mapping Pioneer Cemeteries.
- 2) Decide what type of equipment would be adequate to begin digitizing the Historical Society's collection and archives.
- 3) Establishing a list of goals and objectives for digitizing the collection and archives as well as an outline and schedule for specific projects.
- 4) Developing a policy for compensation for conferences and workshops.

Meeting adjourned at 11:00 A.M.

Next meeting scheduled for July 10<sup>th</sup> at 10:00 A.M. in the Old Winneshiek County Jail.