

**Historic Preservation Board (HPB) Minutes**  
Monday, July 16, 2012, Mt Lebanon Municipal Building

**Attendance:** Yvette Yescas, Chair; Joel Cluskey, Michelle Zmijanac, Pat Calvelo, Joe Dimperio, Bill Callahan, Bonnie VanKirk, Matt Kluck, commission liaison, Susan Morgans, staff liaison

**Call to Order:** Chair Yvette Yescas called the meeting to order at 5:10 p.m.

**Citizen Comments:** There was no citizen comment.

**Consideration of Minutes:** The minutes of June meeting were approved unanimously.

**Chair's Report:** No report

**Staff Liaison's Report:** No report

**Topic of the Month: Review of National Register Nomination Process:**

- Volunteers are working hard but are having trouble verifying contributing and non-contributing properties because of problems with the database. Another problem is that a significant number of properties inventoried during the cultural resource survey did not get entered into the database due to human error, although we do have those properties inventoried on paper in a file.
- Joel Clusky noted that the training was not as effective as it might have been.
- Bill Callahan cautioned that the board should not “fix” these problems by narrowing the boundaries of the district. He recommended that volunteers complete the process by either using the paper files or getting the information at the library.
- Laura Ricketts is by contract responsible for the photography. She can do it or pay the public information office to do it.
- Yvette and Bill will try to meet with Laura Ricketts for an update prior to the next meeting.
- Yvette will send names of volunteers to Susan Morgans so she can give them a pat on the back in the online magazine, Facebook, etc. Perhaps this will encourage people to apply for board vacancies.

**Ongoing Business:**

- **Plein Air Trolley Tour:** Susan will set up a meeting with David Csont and make sure Pat and David are on same page regarding planned trolley tour.
- **Magazine Series:** Yvette Yescas will do an article about the National Registry Nomination Process for December, and Michelle Zmijanac will write an article for April, topic to be determined.

**New Business**

- **Board History:** Michelle Zmijanac volunteered to write a concise history of the board and its accomplishments since its inception.
- **Meeting with Commission:** Matt Kluck suggested that Yvette make a short presentation to the commission updating them on the National Register process and making a pitch for preserving and providing adequate funding for the historic planting areas at the neighborhood entries which are as significant to our subdivisions as the architecture. Yvette will speak to the commission in early September.

**Topic for Next Month:** Review of the five-year plan. Yvette Yescas will send a copy again to anyone who needs it.

**Adjournment:** Meeting adjourned at 6:30. There is no August meeting. Next meeting is Monday, Sept. 17 at 5 p.m.