

JACKSON COUNTY HISTORIC PRESERVATION COMMISSION

MINUTES

Date: September 17, 2024								
Time Begin: 5:23 pm								
Time End: 5:35 pm								
Location: Jackson County Public Library, Genealogy Study Room								
Members	Present	Absent		Present	Absent		Present	Absent
Susan Leveille		X	Jane Eastman	X		Michael Moore	X	
Bill Crawford		X	Luther Jones	X		<i>Vacant</i>		
Brandon Core		X	Pam Meister	X				
Celeste Pratt	X		Beth Parris		X			

Staff Present:

Allison Kelley, Administrative Assistant III

Call to Order and Quorum Check

Allison Kelley called the meeting to order at 5:23 p.m. and a quorum was not present.

Approval of the Agenda

The agenda was not approved as a quorum was not present.

Approval of the Minutes

The minutes from August 13, 2024 was not approved as a quorum was not present.

Public Comment (3 minutes per speaker)

There were no public comments.

Informal Discussion

a) Mountain Heritage Day Discussion

Ms. Kelley presented the following information for the Commission regarding Mountain Heritage Day:

- **Booth Location:**
 - Our booth assignment is Camp 4 which is located by the demonstrators, information booth and the Andy Shaw Ford Car Show.
 - Included within the meeting packets was an email received by staff regarding the Non-Profit Vendor Information, Non-Profit Booth Guidelines sheet, Event Map with Numbered Booth Spaces and a Directional Parking Map.
- **What we will have available in our booth:**
 - We will have the same set up with three tables, Jackson County Historic Preservation Commission Banner, and an A-Frame Sign with Jackson County Historic Preservation Commission to be more visible to people walking throughout the festival.

- On the tables we will have the roadmap through Jackson County's National Register landmarks and we will have on hand the printed cheat sheets for the 20 sites with some additional information.
- 200 brochures of the pocket guide to Jackson County's National Register of Historic Places Landmarks *(these have been updated on what sites are open to the public)*.
- **The Sylva Chamber of Commerce has donated the following brochures for our booth (and if we run out we will direct people to go by their booth):**
 - Sylva Heritage Walk
 - Webster Historic Walk
 - Zachary Tolbert House
 - Judaculla Rock
 - Historic Hooper House
 - Appalachian Women's Museum
- ❖ We will have a copy of our Architectural Survey Update of Historic Resources from 1945-1975 done by our surveyor Daniel Pezzoni from 2021 available for those to look through.
- ❖ We will have a copy of the Historic Upper Campus of Western Carolina University GIS Story Map done by our intern Eddie Johnson back in the fall of 2023 along with a QR code Acrylic Sign Stand available for those to scan with their phone and it will also have the direct link so they can take a picture and view it at a later time.
- ❖ We will also have another Acrylic Sign of other resources that can be utilized in the County for Jackson County History research such as the Genealogical Society, Cashiers Historical Society, Mountain Heritage Center, etc. That will include their location, times they are open and a QR code for their websites.
- **We will have coloring pages for the following again to hand out:**
 - Balsam Mountain Inn
 - Jackson County Courthouse
 - Elias Brendle Monteith House & Outbuildings
 - Dr. D. D. Hooper House
 - Mordecai Zachary House
 - WCU Old Student Union
 - Webster Rock School
- **We will have the Conduct your own Architectural Survey guide that includes the following information:**
 - Where to do research?
 - What questions should I ask?
 - Website and Book resources on Historic Preservation.
 - What should I include in my Survey?
 - What should I do once I complete my Survey?
 - A simple Architectural Survey Card and a page of architecture features that includes different Roofs, Porches, Doors, Columns, and Windows to help guide people while conducting their own Survey.

Adjournment:

With no further discussion, the meeting adjourned at 5:35 p.m.

Respectfully Submitted by:



Allison Kelley, Administrative Assistant

Approved by:



Brandon Core, Chair

