

**Historic Landmark Preservation Board**  
**January 25, 2016 Minutes**  
**2<sup>nd</sup> Floor Conference Room – City Hall**  
**401 S. Alamo Street, Marshall, Texas**

**I. Call to Order and Roll Call of Members**

Chair Crosby called the meeting to order at 4:00pm, the following members were present:

Tony Crosby  
Annie Fisher  
Travis Keeney  
Ralph Newlan  
Mary Lynn Vassar  
Faye Whitaker

Absent: Alaina Jones

Staff Present: Wes Morrison, Director of Planning & Development  
Robyn Miga, Planning Coordinator  
Sarah O'Brien, Tourism & Promotions Director

**II. Old Business**

- A.** Receive an update on locally designated historic properties and provide direction to staff regarding future designations.

*Staff was directed to verify properties that are listed as a designated Marshall Historic Landmark were written into ordinance as well as verify the accuracy of the zoning map.*

- B.** Discuss the 2016 Historic Preservation Awards Ceremony and take appropriate action.

*Staff directed the Board to come up with criteria for the awards. The Board directed Staff to see if the Harrison County Courthouse was available for May 15, 2016 for the award ceremony, as well as to see if the Historical Commission would like to participate in conjunction with the Board.*

**III. Staff Reports**

- A.** Receive a report from the Director of Tourism and Promotions regarding Main Street activities.

*Tourism and Promotions Director Sarah O'Brien requested that the Board assist in gathering data on properties in the designated Main St. district.*

*The board decided to move forward to assisting in the project.*

- B.** Receive an update on Memorial City Hall.

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*Staff provided an update on Memorial City Hall.*

**III.**

**Adjournment**

Board Member Vassar moved to adjourn, seconded by Board Member Whitaker; motion was approved 4-0. Meeting was adjourned at 4:58pm.

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Tony Crosby, Chair

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Wes Morrison, Director of Planning & Development