

**Brookings Historic Preservation Commission  
May 9, 2024 Minutes**

A meeting of the Brookings Historic Preservation Commission was held on Thursday, May 9, 2024 in the Brookings City & County Government Center. Members present: Matt Weiss, Janet Merriman, Tom Thaden, Sandra Callies, Nathaniel Condelli, Samuel Kreuger and Janet Gritzner. Also present was Ryan Miller, City Planner.

**Call to Order**

Weiss called the meeting to order at 6:03 p.m.

**Approval of Agenda**

A motion was made by Merriman and seconded by Condelli to approve the agenda. All present voted aye.

**Approval of Minutes**

A motion was made by Merriman and seconded by Condelli to approve the April 11, 2024 minutes. All present voted aye.

**11.1 Review Updates**

Staff received a letter of no state damage regarding the proposed window, door and awning replacement project at 426 Main Avenue.

**Other Items & Reports.**

- a. Preservation Month Actions:
  - i. Open House  
Chuck Bennis has agreed to host a table to discuss his projects in the historic districts. Two rooms have been booked at the library. Postcard invitations have been drafted. Planned table stations include: Chuck Bennis, Ryan Miller, Janet Merriman (11.1 reviews, Matt Weiss (building materials) and the archi-treasure display currently located on the first floor of the library. Miller will prepare mailing addresses for the postcards.
  - ii. Newspaper Press Releases for Historic Churches  
The Brookings Register has run press releases.
  - iii. Library Display  
The archi-treasure display was set up on April 30 along with tour guide brochures.
- b. Public Education Subcommittee Updates:
  - i. Facebook Efforts  
Merriman asked for pictures of the library display to post to Facebook.
- c. Subcommittee Discussion and Assignments:  
Weiss discussed potential subcommittees and asked for interest in each. Potential subcommittees could include:
  - Survey – Janet Gritzner and Tom Thaden
  - Codes/Design – Matt Weiss, Sandra Callies and Sam Kreuger
  - Incentives – Matt Weiss and Nathaniel Condelli
  - Public Education – Janet Merriman, Jon Stauff, Sam Kreuger and Paula Carson

d. Trolley Rides Planning

Weiss reached out to McCrossan and the Chamber of Commerce. Dates for Downtown at Sundown are primarily in August. Each date will have a theme.

**Upcoming Events**

a. CLC Meeting in Sioux Falls, May 22-24

Weiss, Carson, Gritzner, Kreuger and Miller plan to attend the conference. Remaining grant funds will allow for hotel, food and travel costs.

b. NAPC Forum in West Palm Beach, FL, July 31-Aug 4

Weiss is interested in attending.

**Other Announcements**

Weiss mentioned that Kyle Nelson has asked for his resignation from BHPC.

Weiss mentioned that during the removal of the exterior façade of the Pioneer Park Bandshell, it was discovered that the original façade was scalloped concrete. Condelli asked if there will be a grand reopening after renovations are complete. Miller will follow up with the Parks Director.

Miller mentioned that SHPO staff asked about additional spending during the 2023-2024 grant cycle. Additional spending may be permissible and a one-month extension may be granted to do so.

A motion was made by Merriman to spend an additional \$1,300 on SDSU tour brochures. The motion was seconded by Thaden. All present voted aye.

Merriman asked about additional spending for promotion of the May open house. Miller indicated this would be fine.

A motion was made by Merriman to spend an additional \$350 on ads for the open house. The motion was seconded by Kreuger. All present voted aye.

**Next Scheduled Meeting**

- The next meeting will be Thursday, June 13, 2024.

Meeting adjourned at 7:37 p.m.

Matthew Weiss  
Matt Weiss, Chair

Ryan Miller  
Ryan Miller, City Planner