

**Minutes  
Town of Windermere  
Historical Preservation Board  
February 22, 2012**

Windermere Historical Preservation Board Meeting was called to order at 7:30 p.m. by Chairman Hannah Ammar in the Community Meeting Room, 118 W. 5<sup>th</sup> Street, Windermere, FL

Historical Preservation Board Members Present at the meeting were Hannah Ammar, Theresa Schretzmann-Myers, Joan Foglia, John Fisher, Mary Francis Howard and Amy Dubois.

Guests present at the meeting were Town Manager Robert Smith, Town Liaison Jim O'Brien and John Armstrong

January Minutes were approved as corrected.

**Windermere Historical Documents**

Town Manager gave updated reported that Town Council approved Orange County Regional History Center to catalog, index and scan the historical documents from Town of Windermere to determine which documents would qualify as a donation to the History Center. Garrett Kremer-Wright has done a preliminary look through and stated there is historical material to documents and index worth scanning. They are going to index everything and then negotiate terms of what would be gifted to the Orange County Regional History Center. It was the recommendation of the Historical Board that all the documents be scanned and indexed.

**Way Finding Signage**

Town Manager Robert Smith reported that Way Finding Signage request has been processed by County Commissioner Scott Boyd and Mayor Teresa Jacobs office. We are awaiting word of approval. Since Town of Windermere has turned in their request several other towns have followed suit and the County has been inundated with way finding signage requests. The money comes out of the tourist development tax dollars. They should get back to us by April.

**Rental of Cal Palmer Building**

Town Manager Robert Smith has signed a lease to rent the Cal Palmer Building with John Ashley Interiors. Robert Smith has negotiated a two year lease at \$6,000 per year. Robert Smith did a walk-through with Chris Sapp and John Ashley. Their plan is to replace any heart pine board floors following the Secretary of the Interiors standards. The closet that was added by Finders Keepers and is not original to the building will be removed. Phil Southerland who is the contracted building inspector also did the walkthrough with the group and will make sure work follows the Secretary of the Interiors Standards.

**Update Town Website**

Town Manager Robert Smith announced the Town is trying to get the Town website updated as soon as possible to reflect meeting times on second Wednesday at 7:30 p.m. for historical board.

The Town is negotiating with several website providers for RFP to manage Town website with webpage updates, newsletter access, links to municodes, etc...

**Multi Committee Meeting for 1890's Schoolhouse Site Plan**

Town Manager Robert Smith reported that the multi committee meeting or "charette" of the Downtown Development Board, Historical Board, Tree Board, Parks and Recreation, and Garden Club for creating a site plan for the 1890's Windermere Schoolhouse property occurred on February 1, 2012. A conceptual site plan was created by all the committees at the charette utilizing site plan drawings with blank overlays created by Architect Stephen Withers so the committees could put their drawings, notes and ideas on the overlays.

**Florida Historical Marker Grant**

John Armstrong is working on Affidavit from living family member to document information on historical marker required for grant. Theresa Schretzmann Myers brought additional research from the Master Site File from Florida Division of Historical Resources Department for the Florida Historical Marker Grant. Grant application cycle is October 1-December 15 each year. Ms. Schretzmann-Myers is researching and writing the grant with assistance from historian Dr. Donald Green and John Armstrong. It was the recommendation of the board that the historical marker be the immediate area west of the handicapped parking as per the charette/multi committee meeting. Exact location to be approved based on actual measurements and conceptual landscape architect plan drafted by Stephen Withers.

It was the consensus that Historical Board meet the last Wednesday of every month for its regular meeting.

Next Meeting was tentatively scheduled Wednesday, March 28, 7:30 p.m. depending on Spring Break schedule.

Meeting adjourned at 8:00 p.m.

I hereby certify these are the Minutes of the Windermere Historic Preservation Board.

Dated this 22nd day of February , 2012.

**THERESA SCHRETZMANN-MYERS**

Theresa Schretzmann-Myers  
Secretary, Windermere Historical Preservation Board