

**CITY OF MENASHA**  
**Landmarks Commission**  
**Menasha City Center, Room 133**  
**100 Main Street, Menasha**  
January 11, 2023  
DRAFT MINUTES

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**A. CALL TO ORDER**

The meeting was called to order by Alderperson Grade at 5:03 PM.

**B. ROLL CALL/EXCUSED ABSENCES**

LANDMARKS MEMBERS PRESENT: Alderperson Tom Grade, Commissioners Sarah Bauer, Anastasia Horan, George Davis, and Kate Mueller.

OTHERS PRESENT: PP Yang

**C. PUBLIC HEARING**

No public hearing.

**D. MINUTES TO APPROVE**

**1. Minutes of the October 12, 2022 Landmarks Commission Meeting**

Commissioner Bauer made a motion to approve the minutes of the October 12<sup>th</sup>, 2022 Landmarks Commission Meeting. The motion was seconded by Commissioner Davis. The motion carried.

**E. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA OR ANY ITEM RELATED TO THE LANDMARKS RESPONSIBILITIES OF THE LANDMARKS COMMISSION**

**Five (5) minute time limit for each person**

**F. COMMUNICATIONS**

**G. ACTION / DISCUSSION ITEMS**

**1. General Landmarks Discussion**

Ald. Grade opened up the discussion on meeting schedule. Many agreed that the Commission should meet at least every other month regardless if there is something on the agenda to approve. The other months would be as needed if there were things needed to be approved.

Commissioner Mueller made a motion to change the meeting schedule to every other month, having at least 6 meetings throughout the year, while other meetings will happen as an as needed basis. The motion was seconded by Commissioner Horan. The motion carried.

Other discussion included:

- Promoting the Façade Grants more to get more businesses downtown
- Making a list of things Landmarks Commission has accomplished and things they want to accomplish in the future
- PP Yang explained the Vacant Building Registry and how this is going to start being implemented this year.
- Ald. Grade also said the Commission is down at least one person with Kim Massey moving to Appleton.

**2. 150<sup>th</sup> Anniversary Discussion**

The Commission discussed the idea that this should be a “Where we were, where we are now, and where we want to be” event and not just solely focusing on the history. Members of the Commission expressed interest in being part of a committee that would spearhead the planning for the 150<sup>th</sup> anniversary.

**H. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA**

**Five (5) minute time limit for each person**

No public comments at this time.

## **I. ADJOURNMENT**

A motion was made by Commissioner Bauer to adjourn the meeting at 6:14 PM. The motion was seconded by Commissioner Horan. The motion carried.

*Minutes prepared by PP Yang*