

Minutes

Historic Preservation Commission

City of Kalamazoo



Wednesday, January 8th, 2025

6:00 PM

City Commission Chambers at City Hall – 241 West South Street

A. CALL TO ORDER/ROLL CALL

Called to order at 6:02.

B. ADOPTION OF FORMAL AGENDA

Pena City Hall support letter moved to discussion.

Edison moved to approve.

Harris 2nd motion.

C. APPROVAL OF MINUTES

Edison in H Jacob Pinney, brought up, Kalamazoo's

Vail moved to approve as amended.

Harris 2nd.

D. PUBLIC COMMENTS

Pam O'Connor wants to remind everyone that our annual Statewide Conference will be held in Sault Ste Marie in mid-May 2025. Web meeting on the 16th it will be zoom.

Doesn't cost anything. Can get to it on MHPN website.

E. GUESTS

1. Stacey Charron-Milnikel- Kalamazoo Community Foundation

We work with 200 non-profit groups that have funds that are designed for that organization or commissioners. I meet with boards quite frequently to bring them up to date on how the fund works, how you can use and how its vested. Its my goal to have everyone have a basic knowledge of the fund. The fund was started by Pam and Terry also with the City of Kalamazoo. A non-profit fund is set up specifically for the non-profit it serves. We have a variety of different funds, donor and scholarships funds that can be used in a variety of different ways. This fund is specifically served for the work that you all are doing. The money initially has to come back the commission then it can be granted out as needed. As long as it serves the goals and purposes of the group. This fund is separated into two separate sides. There are 2 separate fund statements that we are required by auditing purposes that separates the money that comes in from individual's donors or businesses versus money that comes in from the City of Kalamazoo Historic Preservation Community its self. Both sides of the fund statement are just one we are just required to separate it. There is just one fund that is serving the Historic Preservation that was started on 9/22/2000 by Pam O'Connor and Terry O'Connor. When a fund is started at the Kalamazoo Community Foundation there is a letter of direction generated. Signed in May of

2000 Pam and Terry and tells how the fund can be used. It is to assist the Kalamazoo Historic Preservation Commission in achieving its goals and purposes. It is unrestricted for all purposes. Pena has access to make distribution requests. The balance of the fund is 515,000.00 which is the principle of the fund the endowed amount is invested, growing, and helps create the spendable. As of 11/30 /24, you could grant out 57,452.54. More has been added as of today the January spendable has been added but won't be visible until February. That spendable amount is what you can use per the letter of direction. The spendable is also invested just the same as the principal balance. This fund is currently vested in our moderate growth pool. Right now, there is a 13.7 percent growth on the fund that is outstanding. This pool is our organization's endowments the City of Kalamazoo, Kalamazoo County pension program, and Foundation for Excellence are all invested in the moderate growth pool about 2.5 billion dollars it is looked at quarterly by a group of local investors. Grant cycles are every two weeks. Checks or ACH payments are also options Pena has access to all of this and knows how to get ahold of me. Pam has access to view only and that's where she sends thank you notes to donors, and it is very slow. Not sure if we have a giving page but does need a QR code. The QR code will take you to the link and only get to this fund instead of going through hundreds of funds.

F. REPORTS

1. Financial Report
Pena read report.
2. O'Connor Fund Report
O'Connor additional gifts there is another 3000.00 added to the total.

G. DISCUSSION/ACTION ITEMS

1. Programmatic Agreement Discussion
Hibbard needs to sign.
Support the letter of support certificate of condition report for City Hall
Vail moved to approve.
Paduk 2nd.
2. Workplan Session

H. COORDINATOR'S REPORT

1. Coordinator's Report
Pena read report.

I. COMMISSIONER COMMENTS

J. ADJOURNMENT

The mission of the Kalamazoo Historic Preservation Commission is to educate the public and city leaders on the value of preserving the City's historic resources and to advise the City Commission accordingly. Questions and comments regarding this agenda should be directed to the Historic Preservation Coordinator at 337-8804.

Comments under the "Public Comments" section of the agenda are limited to four minutes per speaker. During agenda items, comments from members of the public are also limited to four minutes each, unless the speaker is invited to join in the discussion by the Commission.