



City of Keystone Heights

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Heritage Commission Minutes

April 21, 2024 10:00 AM



1. Call to Order

Chair Arnold called the meeting to order at 10:05 AM.

2. Roll Call

Present: Chair Christine Arnold, Co-Chair Deirdre Murphy, Co-Chair Kerry Collins and Helen Hersey

Not Present: Karen Nagel

3. Pledge of Allegiance led by Chair Arnold.

4. Old Business

a. Approval of previous meeting minutes: 3/26/24 and 4/16/24

- i. Co-Chair Murphy discussed corrections that needed to be made in the April 16th meeting minutes.
 - Correct Deidra to Deirdre
 - Change President to Chair
 - Add Moon Tree / Historic Inn

Co-Chair Collins moved to adopt and accept March 26th one page notation that no meeting was held and the April 16th, 2024 minutes with the changes Co-Chair Murphy requested. Motion seconded by Helen Hersey. **The motion carried 4-0** with Karen Nagel absent.

b. Update on Women's Club take over ticket sales for Tour of Homes in December

- i. Discuss progress and any challenges encountered

Co-Chair Murphy discussed the Women's Club taking over ticket sales for the December Tour of Homes. The Women's Club would be responsible for printing and selling tickets with all proceeds going towards high school senior scholarships.

Co-Chair Murphy asked that each member of the committee select a home that is going to be on the tour and write enough information about the house in paragraph form to educate the visitor. This information will also be shared with Clay County Tourism to be added to their app.

c. Update on City of Keystone Heights and Fort 11 markers

- i. Receive updates on the status of marker installations and any pending issues

Co-Chair Murphy discussed the Fort 11 marker, stating that the process is ongoing and extensive. Co-Chair Murphy also shared that the City of Keystone Heights does not have its own marker. Possible funding for both markers was discussed.

Co-Chair Collins requested the Heritage Commissions remaining budget amount.

Clerk Silva asked Drew Bell if it was possible to get this information immediately. Drew Bell reported back that the Fiscal Clerk was not present but she would email this information to the Commission the next day.

5. New Business

- a.** Three new plaque application for Historic homes
 - i. Review and discuss applications for plaque placement on Historic homes

Chair Arnold discussed the three applications for plaque placement. Chair Arnold shared that she was cautioned by Steve Hart about the condition of the home to be plaqued as it is a criteria.

- b.** Discussion on 4th of July Pie Baking contest
 - i. Brainstorm ideas and logistics for organizing the contest

Chair Arnold spoke about the importance of having city advertisement for their pie baking contest.

Drew Bell addressed the Commission and spoke about her intentions to make this event as smooth as possible. Bell offered to create a flyer for the pie baking contest and stated that the event guide from last year could also be replicated.

The Commission asked that the flyer be modeled similar to last years but more decorative and also asked that it be a pie baking contest only, no cobbler.

Drew Bell stated that she would put together a flyer that would have a Heritage Commission twist on the fact that this is not just a pie, this is your family heritage, your family's favorite recipe. She spoke further about additional adjustments that could be made to the flyer.

Co-Chair Collins asked if City was keeping "Our Country Day" or if it would be called something else.

Drew Bell answered that the event is now "Sounds of Freedom" and we will recheck all advertisements and posting so any incorrect titles could be replaced.

- c.** Ordering a replica of the Keystone Stamp
 - i. Explore options for ordering a replica of the Keystone stamp for commemorative purposes

Co-Chair Murphy spoke about a recently attended school trip where the original Keystone Stamp was used multiple times. She stated that although it is made of cast iron it would be safest to ask that a replica be made for future use so the original may be preserved. Co-Chair Murphy said she would come back to the Commission with an estimated cost.

Chair Arnold stated she would be presenting Keystone Height's history from Fort 11 all the way to Camp Blanding at the library on June 8th, 2024 at 10:00 AM.

Clerk Silva stated that the flyer created for Chair Arnold's event at the library had been shared on the city's Facebook page.

- d.** Ideas for the Centennial Celebration
 - i. Share and discuss ideas for celebrating the upcoming Centennial milestone

Co-Chair Murphy spoke about the actual year of 2025 and the major role that the Heritage Commission will be playing with the Friends of Keystone Heights which is a private organization not affiliated with the city but are trying to coordinate many of the events occurring throughout the Centennial year. She stated that the

Commission could take the Tour of Homes that normally occurs in May and make that an inside Tour of Homes again. Co-Chair Murphy stated that since the Commission would have hosted this event in December they would be better positioned for May of the previous year to make that work and have different homes on the tour so individuals do not feel like both events are exactly the same.

Co-Chair Murphy stated that since this would be occurring during the Centennial year, the event should be special and does not have to fall exactly on Mother's Day weekend.

Co-Chair Collins asked if it was the Commission's intention to continue to do a Christmas tour as well as the May tour.

Chair Arnold asked if the Commission was going to be doing the reception or is the Women's Club would be for the December event.

Co-Chair Murphy stated that everything is Heritage Commission and the only piece that the Women's Club is doing is selling tickets. The funds received will be allocated in the manner that Women's Club sees fit.

Co-Chair Collins spoke about the Heritage Commission's intent to make the Christmas Tour of Homes an annual event.

Co-Chair Murphy stated that the Christmas tour is that homes take on a very different look when they are decorated for Christmas and while it's beautiful, it doesn't really show you the core of the house because everything is dressed up. She said that it is nice to see the houses in the natural state. Co-Chair Murphy stated she had nothing against doing this every Christmas. She shared that the Commission could chose May and she would like to do a pop up museum.

Co-Chair Murphy said the pop up museum would be a onetime event occurring in the Historic Pavilion with the public walking through the front entrance and exiting through the back. There would be a lot of set up but she believes it can be done with the help of the City and Public Works. Co-Chair Murphy would like to create a sign up sheet so the community could share what they would like to see, such as a museum. Co-Chair Murphy would be able to use the document to present to the Heritage Commission and City Council and present the museum stronger because it is something the community is interested in.

Clerk Silva asked what month the Heritage Commission planned on having their pop up museum as this would need as least a week of Pavilion occupancy.

The Heritage Commission asked about the following dates for the Pavilion:

May 1st - 6th, 2025

May 15th - 20th, 2025

Chair Arnold spoke about the possibility of a Chautauqua event and stated Councilman Lewandowski spoke about this at the last council meeting and she would like him to be the liaison. If the Heritage Commission were to host the first one perhaps we could bring this back as a yearly event but at the same time we're having the museum because you could use the band shell on the beach to bands or a lecture. Chair Arnold stated that this idea is in the beginning phase. Chair Arnold stated that it may be possible for the City of Keystone Heights to be branded a Chautauqua City once again.

Co-Chair Murphy stated that the intention is to have all the events at the same time, meaning, visitors can tour the museum and enjoy the Chautauqua event too. She stated that perhaps Steve Hart's band would be interested in playing during the event.

Chair Arnold spoke about local artist being present to show their work and schedule a couple of speakers.

Co-Chair Collins expanded on the idea stating that the art could be displayed on the picnic tables and all throughout the park and food trucks. She stated she would like to see this be a weekend event.

Co-Chair Murphy stated that this would be the perfect venue for 2025 Centennial year. The Heritage Commission would have all of the historical physical components of this community in a museum along with the intellectual such as Chautauqua.

~~e. Memorial for Keystone Heights Police Department and Volunteer Fire Department~~

- ~~i. Discuss plans for honoring the service and sacrifice of the police department and volunteer fire department~~

Chair Arnold asked that this item be tabled for the next meeting.

f. Tour of Homes for Mother's Day in 2025

- i. Plan and coordinate details for the Tour of Homes event scheduled for Mother's Day in 2025

Co-Chair Murphy asked if the Tour of Homes will now be permanently at Christmas and the remaining Commission members agreed that it would be.

6. Other Business

a. Announcements

None

b. Additional Topic

None

c. Next Meeting Date: June 18, 2024, at 10:00 AM

7. Adjournment

Chair Arnold adjourned the meeting at 10:56 AM.