



**CITY of MEDINA**  
**Historic Preservation Board**  
**Organizational Meeting Minutes**  
**January 12, 2023**

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Meeting Date: January 12, 2023

Meeting Time: 5:00 PM

Present: Elizabeth Biggins-Ramer, Kevin Hutchinson, Rebekah Knaggs, Leslie Traves, Paul Wood, Andrew Dutton (Community Development Director), and Sarah Tome (Administrative Assistant)

Absent: Patty Stahl

**Approval of Minutes**

Ms. Traves made a motion to approve the minutes from December 8, 2022 as submitted.

The motion was seconded by Ms. Knaggs.

Vote:

Biggins-Ramer	<u>Y</u>
Hutchinson	<u>Y</u>
Knaggs	<u>Y</u>
Traves	<u>Y</u>
Wood	<u>Y</u>
Approved	<u>5-0</u>

**Election of Chair and Vice-Chair of the Board**

Ms. Knaggs made a motion to appoint Ms. Biggins-Ramer as Chair of the Historic Preservation Board.

The motion was seconded by Mr. Wood.

Vote:

Hutchinson	<u>Y</u>
Knaggs	<u>Y</u>
Traves	<u>Y</u>
Wood	<u>Y</u>
Biggins-Ramer	<u>Abstain</u>
Approved	<u>4-0</u> with Ms. Biggins-Ramer abstaining

Ms. Biggins-Ramer made a motion to appoint Ms. Knaggs as Vice-Chair of the Historic Preservation Board.

The motion was seconded by Mr. Wood.

Vote:

Knaggs	<u>Abstain</u>
Traves	<u>Y</u>
Wood	<u>Y</u>
Biggins-Ramer	<u>Y</u>
Hutchinson	<u>Y</u>
Approved	<u>4-0</u> with Ms. Knaggs abstaining

### **Acceptance of 2023 Meeting Dates**

Mr. Wood made a motion to accept the 2023 meeting dates, as presented.

The motion was seconded by Ms. Knaggs.

Vote:

Traves	<u>Y</u>
Wood	<u>Y</u>
Biggins-Ramer	<u>Y</u>
Hutchinson	<u>Y</u>
Knaggs	<u>Y</u>
Approved	<u>5-0</u>

### **Adjournment**

Having no further business, the meeting was adjourned.

Respectfully submitted,

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Sarah Tome

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Elizabeth Biggins-Ramer, Chairwoman