



**OREGON PARKS AND RECREATION
OREGON COMMISSION ON HISTORIC RESERVATION
THURSDAY, JULY 18, 2024
COOK MEMORIAL LIBRARY
2006 4TH STREET, LA GRANDE, OR 97850**

MINUTES

Thursday, July 18, 2024

Location: Cook Memorial Library, 2006 4th Street, La Grande, OR 97850

Zoom Meeting - https://us06web.zoom.us/webinar/register/WN_QxadN3zmR1KS5MCoINNEgg

BUSINESS MEETING: 1:00pm

Members of the Commission and OPRD staff who were present for part or all of the meeting included:

• Lisa Sears, Commission Vice-Chair	• Kuri Gill, Commission Coordinator
• Peggy Drake, Commissioner	
• Milo Reed, Commissioner	
• Sarah Silbernagel, Commissioner	
• Shawn Steinmetz, Commissioner	

1. Commission Business:

- a) Welcome and introductions (Information)
- b) Approval of July 18, 2024 Agenda (**Action**)

ACTION: Commissioner Silbernagel moved to approve the July 18, 2024 agenda as presented. Commissioner Reed seconded the motion. The motion passed, 5-0. (Topic starts at 7:21 and ends 8:52).

- c) Approval of April 17, 2024 Minutes (**Action**)

ACTION: Commissioner Steinmetz moved to approve the April 17, 2024 minutes as presented. Commissioner Silbernagel seconded the motion. The motion passed, 5-0. (Topic starts at 7:44 and ends 8:52).

- d) Approval of May 20, 2024 Minutes (**Action**)

ACTION: Commissioner Reed moved to approve the May 20, 2024 minutes as presented. Commissioner Drake seconded the motion. The motion passed, 5-0. (Topic starts at 8:05 and ends 8:52).

2. Public Comment: (Information) *This is the time for the public to address the Commission. (Topic starts at 9:00 and ends 14:30)*

- a) Greg
- b) Cricket Soules

3. OPRD & Heritage Update

(Topic starts at 15:08 and ends 26:10)

- a) Commission Coordinator Update (Information)

4. Cemetery Association of Oregon: (Information)

(Topic starts at 26:15 and ends 36:40)

5. Oregon Historic Cemeteries Grant Report (Information)

(Topic starts at 36:50 and ends 54:45)

- a) Results of the 2023 Historic Cemeteries grants

6. Cemetery Records Project (Information)

(Topic starts at 54:48 and ends 01:36:27)

- a) Cemetery Records Position Paper Update – Sarah Silbernagel and Lisa Sears
 - i) Alterations made: Page 3 under records retention, add “(OMCE)”
 - ii) Page 4, Storing and using paper records, change word “interlay” to “separate”
 - iii) Change “Sunlight is deadly for everything” to, “Sunlight is deadly for all types of records”
 - iv) Spell out, “Ultra Violet”
 - v) Add archives link

ACTION: Commissioner Steinmetz moved to approve the Cemetery Records Position Paper once afore mentioned changes are made. Commissioner Reed seconded the motion. The motion passed, 5-0. (Topic starts at 01:06:00 and ends 01:07:20).

- b) Decision was made to create a blog to talk about the position paper update.
 - i) Commissioner Silbernagel volunteered to write a brief statement.
- c) Bulletin Discussion
 - i) Topics to possibly include best storage practices, Oregon Archives, local libraries, Universities, benefit, digitization considerations, presentation of information over time, approach tactics, setting expectations about historic preservation barriers, the tone of the document.

7. Project Updates (Information)

(Topic starts at 01:36:45 and ends 01:47:35)

- a) Cemetery Stories
 - i) Volunteers (01:36:45-01:39:54) Sears volunteered an article about the cemetery cleanup days.
- b) SOLVE Historic Cemetery Cleanup Days
 - i) Low cemetery participation numbers
 - ii) Commissioner Silbernagel requested an email template to send out to various organizations.

8. Upcoming Cemetery Resources (Information)

(Topic Starts at 01:47:52 and ends 01:50:15)

- a) Oregon Heritage MentorCorps – Applications are open now to be connected with a mentor to assist with priority setting, volunteer management planning, project planning, etc.
<https://www.oregon.gov/oprd/OH/pages/mentorcorps.aspx>

9. Items for Future Meetings (Information)

(Topic starts at 01:50:15 and ends 01:58:50)

- a) Chicora Foundation has a disaster and preparedness kit.
- b) Mortuary and Cemetery Board disaster preparedness.
- c) Future meeting location ideas:
 - i North Coast
 - ii Grant Recipients
 - iii Clatsop College

10. Reports: Commissioner Actions and Issues (Information)

(Topic starts at 01:58:55 and ends 02:05:06)

- a) Vice Chair Sears attended a cemetery preservation workshop and is working on a networking within Tillamook County.
- b) Commissioner Drake dealing with tree death and litter.
- c) Commissioner Reed researching for a potential National Register Nomination
- d) Commissioner Steinmetz working archaeology.

11. Commission Planning Calendar (Information)

(Topic starts at 02:05:06 and ends 02:05:38)

- a) October 10-11, 2024 –Roseburg area:
- b) February 7, 2025 – Online
- c) April 24-25, 2025 – TBA
- d) May TBA, online grant approval
- e) July 24-25, 2025 – Coastal

Meeting adjourned @ 02:05:40

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