

City of Keystone Heights City Council

Heritage Commission Meeting February 17, 2026

ANYONE WISHING TO ADDRESS THE CITY COUNCIL REGARDING ANY TOPIC ON THIS EVENING'S AGENDA IS REQUESTED TO COMPLETE A CARD AND RETURN TO THE CITY CLERK. SPEAKERS ARE RESPECTFULLY REQUIRED TO LIMIT THEIR COMMENTS TO THREE (3) MINUTES.
THE CITY COUNCIL PROHIBITS THE USE OF CELL PHONES AND PAGERS WHICH EMIT AN AUDIBLE SOUND DURING ALL MEETINGS WITH THE EXCEPTION OF LAW ENFORCEMENT, FIRE AND RESCUE OR HEALTH CARE PROVIDERS ON CALL. PERSONS IN VIOLATION WILL BE REQUESTED TO LEAVE THE MEETING.

"Please turn off cell phones"

Date: Feb 17 2026 (6pm)

Call to Order

1. Call to Order-Chairwoman Murphy

Chairwoman Deirdre Murphy called the meeting to order.

Roll Call

2. Roll Call-Jenn Samsell, Kat Glenn, Chairwoman Deirdre Murphy, Co-Chairwoman Kim Willis, Helen Hersey

Jamie Booth, City Manager, called the roll.
Jenn Samsell-present
Kat Glenn-present
Chairwoman Deirdre Murphy-present
Co-chairwoman-Kim Willis-present
Helen Hersey-present

Pledge of Allegiance

3. Pledge of Allegiance-City Manager James Booth

Chairwoman Deirdre Murphy led the meeting in the Pledge of Allegiance.

Approval of Minutes

4. Approval of Minutes-Jan 20, 2026

📎 [Heritage Commission Jan 20, 2026 Meeting Minutes.pdf](#)

Co-Chairwoman Kim Willis made a motion to approve the minutes from the Jan 20, 2026 Heritage Commission meeting.

Jenn Samsell made a second to approve.

Vote 5-0, all in favor, motion approved.

Public Comments

5. Pubic Comments

There were no public comments.

Old Business

[6. Keystone Heights State Historical Marker-Deirdre](#)

This item is being moved until after the Chautauqua.

[7. Name Plates](#)

New name plates are in position.

New Business

[8. Heritage Commission Workshop-Update](#)

The Heritage Commission met to discuss the 4th-grade field trip during their workshop.

[9. 4th Grade Field Trip April 23, 2026-](#)

The 4th-grade field trip will be held on April 23rd, 2026. Wendy Harris, Office Manager, will order the items for the goodie bags.

[10. Chautauqua and Pop up Museum](#)

There were discussions regarding the Chautauqua and the Pop-up Museum.

One of the main concerns was to advertise early and in an organized manner to try to get the word out to as many of the residents of Keystone Heights as possible. Also to inform the surrounding areas ie Melrose, Starke, etc.

[11. Update of HC Brochures 6 panel](#)

Jenn Samsell will get with Chairwoman Deirdre Murphy to print the 6-panel handout for Chautauqua.

Member Comments

[12. Members Comments](#)

1. The Chautauqua will need to be advertised before the event. Also, there should be Facebook posts, flyers, etc.

Jenn Samsel will find out the costs for advertising.

Co-Chairwoman Kim Wills made a motion to set a limit on advertising at no more than \$500.00.

Jenn Samsel seconded the motion.

Vote 5-0, all in favor, motion passed.

Next Meeting

[13. Next Meeting](#)

The next meeting is on March 17, 2026, at 6 pm.

Adjournment

[14. Adjournment-Deirdre Murphy, Chairwoman](#)

Chairwoman Deirdre Murphy adjourned the meeting at 7:09 pm.