

Heritage Commission Meeting June 16 2026 6pm (Historic Pavilion)

ANYONE WISHING TO ADDRESS THE HERITAGE COMMISSION REGARDING ANY TOPIC ON THIS EVENING'S AGENDA IS REQUESTED TO COMPLETE A CARD AND RETURN TO THE STAFF. SPEAKERS ARE RESPECTFULLY REQUIRED TO LIMIT THEIR COMMENTS TO THREE (3) MINUTES. THE HERITAGE COMMISSION 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: Jun 16 2026 (6pm)

Call to Order

1. Call to Order-Chairwoman Murphy

Chairwoman Deirdre Murphy called the meeting to order at 6pm.

Roll Call

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

Beau Wright, the deputy city manager, called the roll.

Chairwoman Deirdre Murphy-present

Co-Chairwoman Kim Willis-present

Helen Hersey-present

Jenn Samsell-present

Kat Glenn-absent

Pledge of Allegiance

3. Pledge of Allegiance,Deirdre Murphy Chairman

Deirdre Murphy led the meeting in the Pledge of Allegiance.

Approval of Minutes

4. Approval of Minutes May 19 2026

🔗 [Heritage Commisison June 16 2026 6pm Minutes.pdf](#)

Jenn Samsel made a motion to approve the minutes from May 19, 2026.

Kim Willis provided a second.

Vote 4-0 motion approved.

Public Comments

5. Public Comments

There were no public comments.

Old Business

6. State Marker update

The application is ready for Chairwoman Deirdre Murphy to submit.

Also, Tom Pharham has found the original location of Fort 11. More to come!!

7. Inventory ongoing-need to create database-(update from Kim)

Chairwoman Murphy gave Co-Chairwoman Willis spreadsheets to enter into the inventory database. Co-chairwoman Willis is going to try and add pictures to the inventory database. She will give an update the August Meeting.

8. Chautauqua-purchase large banner-changes option for date/time change 12x3 \$160.00

Chairwoman Deirdre Murphy will complete the pavilion application. Wendy Harris, office manager, has closed the pavilion for the dates of May 1 and 2, 2027 as requested.

Co-chairwoman Kim Willis made a motion to approve \$160.00 for a new Chautauqua Banner.

Jenn Samsell provided the 2nd.

Vote 4-0 in favor, motion passed.

9. Order Easels and cards for informational and description of items at the museum.

Chairwoman Deirdre Murphy stated they will need 12 acrylic easels for next year's Chautauqua. They will use index cards to make placecards, as this is the most economical way and a better option at this time.

Jenn Samsell made a motion to approve the purchase of the 12 acrylic easels and the index cards.

Kim Willis seconded the motion.

vote 4-0 in favor, motion passed.

Chairwoman Deirdre Murphy will give the information to the Office Manager, Wendy Harris, for purchase.

10. 4th of July Pie Eating Contest-see new sheets/fb page regarding rules etc.

11. Round Table July 21

Chairwoman Deirdre Murphy will be attending the round table meeting on Blanding and will update during the August meeting.

12. Tour of Homes-Dec 5

Co-Chairwoman Kim Willis will take the lead on the tour of homes for 2026. Chairwoman Murphy will work on the brochure.

3 homes have agreed to participate at this time. They are hoping to have the homes on the same street. There will be no wheelchair accessibility in the historic homes.

13. Photo Album Update-Jenn will update.

Jenn Samsel did not provide an update at this time.

14. FB-Kat will update

Jenn Samsel provided an update: She was able to assist Kat Glenn with connecting Facebook with Instagram.

New Business

15. Budget update

Chairwoman Deirdre Murphy will get with Office Manager, Wendy Harris, to discuss.

Member Comments

16. Members Comment

Mrs. Helen Hersey had no comments.

Co-Chairwoman Kim Willis stated she will be working on the inventory and will update at the Aug meeting,

Jenn Samsell stated that everyone is doing a great job. She enjoys being on the Heritage Commission.

Chairwoman Deirdre Murphy states she feels like the Heritage Commission adds lots to the City.

Next Meeting

[17. Next Meeting August 18,2026 6pm Clty Hall](#)

The next Heritage Commission meeting is on August 18, 2026.

Adjournment

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

Chairwoman Deirdre Murphy adjourned the meeting at 6:39 pm.