Heritage Commission Meeting October 20, 2026 6pm

ANYONE WISHING TO ADDRESS THE HERITAGE COMMISION REGARDING ANY TOPIC ON THIS EVENING'S AGENDA IS REQUESTED TO COMPLETE A CARD AND RETURN IT TO THE STAFF. 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 EXCEPT 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: Oct 20 2026 (6pm)

Call to Order

1. Call to Order-Chairwoman Murphy

Chairwoman Murphy called the meeting to order at 6pm.

Roll Call

2. Roll Call- Jamie Booth, City Manager, Commissioner Jenn Samsel, Commissioner Kat Glenn, Chairwoman Deirdre Murphy, Co-Chairwoman Kim Willis, Commissioner Helen Hersey

City Manager Jamie Booth called the roll:
Commissioner Jenn Samsel-present
Commissioner Kat Glenn-absent
Chairwoman Deirdre Murphy-present
Co-Chairwoman Kim Willis-present
Commissioner Helen Hersey-present

Pledge of Allegiance

3. Pledge of Allegiance,Deirdre Murphy Chairwoman

Chairwoman Murphy led the group in the Pledge of Allegiance.

Approval of Minutes

4. Heritage Commission Meeting Sept 22, 2026 Minutes

Heritage Commission Meeting Sept 22 2026 Minutes.pdf

Kim Willis moved to approve the minutes.
Jenn Samsell seconded the motion
Vote: 4-0

5. Heritage Commission Musuem Business Plan Workshop Oct 7, 2026 10:30 am

Kim Willis moved to approve the minutes with amended information.
Jenn Samsell seconded the motion
Vote: 4-0
Wendy Harris, Office Manager, amended the minutes, changing the City of St. Augustine to the City of Flagler Beach.

Public Comments

6. Public Comments

Sherri Anthony
319 Cypress Road
St. Augustine, FL 32036
1100 SE Lake Lane
KH, FL 32656
phone 904-591-3804
Email: sherrianthony22@gmail.com
Ms. Sherri Anthony addressed the Heritage Commission. She is interested in working with organizations to preserve, promote, and provide necessary help and provide artifacts for future museums, and work on options to set up a recreational facility for the community.
Chairwoman Murphy welcomed Ms. Anthony to assist with upcoming events.

Old Business

7. State Marker Update

No new updates.

8. Fort 11 update

Chairwoman Murphy met with Tom Parham. He believes 530 Magnolia is part of he property. She is working with Debbie Mullis to find out additional information.

9. Inventory Update-on going Easels moved to A/C storage. Wreaths moved to Old Public Works.

The additional wreath holders have arrived. Chairwoman Murphy is going to work on the embellishments for the wreaths.

10. Historic Inn Embosser shipped

The historic embosser has been shipped. Wendy Harris, Office Manager, will send the payment.
Chairwoman Murphy submitted a receipt for reimbursement for the shipping.

11. Chautauqua Round Table-status of tapes to participants. Need cover page with date, time participant's names, event.

Commissioner Samsel has asked Commissioner Hersey to listen to the audio and distinguish who is speaking. This is a historic oral record.
Commissioner Hersey is going to make a cover letter explaining the who, what, where, and when.

12. Photo Album update

Commissioner Samsel did not have any updates at the time.

13. FB Page update

Commissioner Glenn was not present to give update.

14. Morgan-Plaque update, letter to Clay County

Chairwoman Murphy spoke with Mr. Gilstrap about pausing the Morgan Plaque sign. She is still looking for the original owner of the house. At this time, the house will be on the tour of homes as part of the Lawrence Estate.

15. Tour of Homes update

The pamphlets for the Tour of Homes are done. Co-Chairwoman Willis stated that the Friends of Keystone will donate bottled water that will be available in the Historic Pavilion during the Pop-Up Museum. She also stated that the Women's Club will assist with the Pop-Up Museum.
Wendy Harris, Office Manager, made copies of the flyers for the Tour of Homes. Co-Chairwoman Willis gave flyers to the commission to post and share with the public.

16. Christmas Wreaths-Update date and time to assemble/distribute

The Commission will meet on Nov 20 in the City Hall Chambers to fluff and decorate wreaths before placing them at the businesses.

New Business

17. Business Plan for the museum-comments from workshop

The Commission met for a workshop on Oct 7th to discuss the museum's business plan.
Chairwoman Murphy would like to discuss with the City Attorney any advice he could provide moving forward with establishing a 501c 3.

Member Comments

18. Member Comments

The Heritage Commission members discussed different museums, how they worked, and how nice they were. City Manager Jamie Booth said the $600,000 grant to purchase the historic volunteer fire department was not approved. He said they will discuss how to move forward at the next CRA meeting.

Next Meeting

19. General Meeting Tuesday, November 17, 2026 6pm City Hall

The next meeting is November 17 at 6 pm in City Hall.

Adjournment

20. Adjournment, Deirdre Murphy, Chairwoman

Chairwoman Murphy adjourned the meeting at 7:06 pm