

MINUTES
TOWN OF JUNO BEACH
LANDMARKS ADVISORY COMMITTEE MEETING

Date: November 12, 2020

Time: 4:00 pm
Council Chambers
340 Ocean Drive

PRESENT: KATHY FAHY, COMMITTEE MEMBER
MATTHEW PAZANSKI, COMMITTEE MEMBER
JIM FERGUSON, COMMITTEE MEMBER
DD HALPERN, COMMITTEE MEMBER
PEGGY WHEELER, COMMITTEE MEMBER
BRUCE FRANSON, COMMITTEE MEMBER

ALSO PRESENT: KAREN LEAHEY, ADMINISTRATIVE SECRETARY

ABSENT: SOFIA GILL, COMMITTEE MEMBER
ROGER BUCKWALTER, COMMITTEE MEMBER

Audience: 0

~ CALL TO ORDER

Committee Member Pazanski called the Landmarks Advisory Committee meeting to order at 4:04pm.

~ ADDITIONS, DELETIONS, SUBSTITUTIONS TO THE AGENDA - None

1. COMMENTS FROM THE PUBLIC - None

2. MINUTES

***MOTION:** Ferguson/Fahy made a motion to approve the Landmarks Subcommittee minutes of October 27, 2020.*

***ACTION:** The motion passed unanimously.*

***MOTION:** Ferguson/Halpern made a motion to approve the Landmarks Committee minutes of October 29, 2020.*

***ACTION:** The motion passed unanimously.*

3. REVIEW/EDIT LANGUAGE FOR INTERPRETIVE SIGNS

Committee Member Ferguson provided edits and feedback from Debi Murray, from The Historical Society of Palm Beach County. Her main critiques were:

- Use the core text to focus on the concept of the plaque.

- You're not writing a historical narrative. Eliminate unnecessary details.
- Move details from the core into the captions when possible. People are more likely to read a photo caption than a block of text.
- Try to keep captions of similar length. People will avoid reading longer ones.
- Keep sentences and vocabulary simple, 8th grade reading level.

Committee Member Wheeler entered the meeting at 4:16pm

Committee Member Halpern suggested working off printed copies to make edits. Committee Member Ferguson stated he would email the most recent version to the committee for edits. The next meeting will be the final edit session.

4. **DISCUSS TRAIL MAP/BROCHURE**

Committee Member Pazanski reminded the committee that the next item of the grant project will be the brochure and trail map designs.

5. **DISCUSS REMINDER TO COMPLETE VOLUNTEER TIME SHEET**

Committee Member Pazanski reminded the committee members to complete their volunteer time sheets.

6. **COMMENTS FROM THE COMMITTEE-** *None*

7. **SET NEXT MEETING DATE**

Committee agreed that the next meeting is scheduled for Wednesday, November 18th at 4:00pm.

Committee Member Pazanski adjourned the meeting at 4:54pm.

Matthew Pazanski, Committee Member

Karen Leahey, Administrative Secretary

Minutes approved November 18, 2020