



CITY OF KETCHUM  
MEETING MINUTES OF THE  
HISTORIC PRESERVATION COMMISSION  
Wednesday September 4, 2024

---

**CALL TO ORDER:**

Clyde Holt called to order at 4:30 p.m. *(00:00:10 in video)*

**Roll Call:**

Wendolyn Holland \*via zoom

Jakub Galczynski

Melissa Ravelo \*via zoom – arrived at *00:09:55 in video*

Clyde Holt

Matthew McGraw

**Also Present:**

Morgan Landers – Director of Planning and Building

Adam Crutcher – Associate Planner

Genoa Beiser – Zoning Technician

Heather Nicolai – Assistant to Planning & Building Director

**COMMUNICATIONS FROM THE COMMISSIONERS:** None

**CONSENT AGENDA:** *(00:01:10 in video)*

1. ACTION ITEM: Approval of the June 12, 2024 Minutes

**Motion made by Clyde Holt to approve the August 6, 2024 Minutes; Seconded by Jakub Galczynski. *(00:01:25 in video)***

**MOVER:** Clyde Holt

**SECONDER:** Jakub Galczynski

**AYES:** Clyde Holt, Wendolyn Holland, Jakub Galczynski, & Matthew McGraw

**NAYS:** None

**RESULT: UNANIMOUSLY ADOPTED**

**PUBLIC HEARING:**

None

**NEW BUSINESS:** *(00:01:36 in video)*

2. Discussed the possibility of cancelling or rescheduling the October HPC meeting.
  - Commission questions, comments, and direction for Staff and Staff Responses  
(00:01:56 in video)
3. Review and discuss the draft of Bylaws for the Historic Preservation Commission
  - Commission questions, comments, and direction for Staff and Staff Responses  
(00:04:47 in video)
4. Staff highlights & Updates (00:59:05 in video)

**ADJOURNMENT:** (00:59:35 in video)

Motion to adjourn the meeting at 5:30 p.m.

**MOVER:** Matthew McGraw

**SECONDER:** Jakub Galczynski

**AYES:** Clyde Holt, Melissa Ravelo, Wendolyn Holland, Jakub Galczynski, & Matthew McGraw

**NAYS:** None

**RESULT: UNANIMOUSLY ADOPTED**



---

Clyde Holt  
Historic Preservation Commission Chairperson



---

Morgan Landers, Director Planning and Building  
City of Ketchum