



Historic Preservation Commission Communication

Meeting Date: January 20, 2023

Item Title:

Election of Officers for 2023

Explanation:

Oskaloosa Municipal Code section 2.84.040(B) requires the commission to elect a chair, vice-chair and secretary to serve in that role for one year. These individuals are eligible for reelection every year and may serve consecutive terms. Historically, staff has filled the role of secretary.

There are vacancies in several positions currently at city hall, including building official and administrative assistant. Development Services Director Shawn Christ will be staff liaison and secretary for the foreseeable future. However, due to the vacancies and other responsibilities, the commission might also consider choosing a “secretary pro tem” who could fill in if needed to distribute agendas and take minutes if Shawn is not available.

Budget Consideration:

None

Attachments:

None