



**VILLAGE OF RIVERSIDE  
Historical Commission Regular Meeting  
Minutes**

- I. *Call to Order:*** The Regular Meeting of the Village of Riverside Historical Commission was held in Riverside Township Hall on Monday May 16, 2022 at 7pm. Chairperson Julian called the Regular Meeting to order at 7:05 p.m.
- II. *Roll Call:***
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|-----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <i>Present:</i> | Chairperson Julian<br>Commissioner Guardi<br>Commissioner Petrzilka<br>Commissioner Schroeder<br>Commissioner Smith-Ray<br>Commissioner Furey (arrived after roll call) |
| <i>Absent:</i>  | Commissioner Ceragioli                                                                                                                                                  |
- III. *Approval of Minutes***
- A. Motion to approve April 18, 2022 minutes by Commissioner Guardi, seconded by Commissioner Smith-Ray  
**Motion passed by unanimous voice vote.**
- IV. *Approval of Financial Report***
- A. Chairperson Julian noted that some of the invoices for the party were not yet reflected on the report. Some invoices were expected to be on the 5/19/22 Village check run. Balance on the Museum account was \$77,453 as of April 30. The Sherman Fund had a balance \$2,418. The Commission received a check from the library for \$475 and book sales are going well.
- B. Motion to approve by Commissioner Guardi, seconded by Commissioner Petrzilka.  
**Motion passed by unanimous voice vote.**
- V. *Chairpersons Report***
- A. *Olmsted Party Thank You*  
Commissioner Julian thanked the commissioners for their help with the Olmsted party and noted the crowd was constant. Clean up went well. However the Olmsted portrait needed to be picked up. Chairperson Julian would reach out to Dan Tabb of Public Works to get it picked up.

B. *Commissioner attendance of Riverside Tours*

Chairperson Julian explained to the Commission that Commissioner Petrzilka does tours of Riverside for Olmsted society. The tour schedule is available on the Olmsted Society Website. Chairperson Julian recommended Commissioners attend the tours as a learning experience. There are two two-hour tours. (Gina Furey arrived) The north tour is in May, south is in June.

C. *Museum Cleanup*

The Commission continues to work on accessions. Commissioner Furey would like to meet with Chairperson Julian, in order to answer some questions she has run into during entry. Chairperson Julian reminded Commissioners to fill out the form while completing the accessions. Chairperson Julian spoke with Dan Tabb, and they will be putting in mouse traps for the museum. He will also speak with Dan about whether the exterminator was up in the attic to lay traps. Chairperson Schroeder noted that some clothing had mice feces and mentioned that clothing could attract mice. Comm. Guardi suggested that the clothing be de-accessioned as garments need upkeep to maintain. Comm. Petrizilka, offered that someone bring to the attention of the Village Board that the museum does not have any more space left. The Commission discussed what options are available for donating the garments. Chairperson Julian suggested that the Commission look and see what clothing items the museum has and if there are any that they would be interested in displaying. Comm. Schroeder voiced concern about the storage of the general plan, and suggested exploring a long term loan. It was agreed that Dan Tabb would need to get the ladder to check on the condition of the General Plan.

VI. *Continuing Business*

A. Olmsted's 200<sup>th</sup> Birthday (Wrap up, financial report, receipts for purchase)

Chairperson Julian requested all Commissioners turn in the receipts for purchases for the party. Expenses come to \$1,146 so far.

B. Riverside Landmark Designation Amendment

1. Zoom Meeting

Chairperson Julian and Commissioner Petrzilka attended the Zoom Meeting with the National Park Service. Commissioner Petrzilka thought the presentation was well done. Some language would be included in regards to restrictive covenants. The Amendment was approved 12-0, and they would make a recommendation to the National Parks Service for a final vote and official designation.

2. Consensus vote for Riverside Landmark Designation Amendment support letter Motion to approve by Commissioner Guardi, seconded by Commissioner Smith-Ray.

***Motion passed by unanimous voice vote.***

C. Local History Files digitizing report

Topic held until website discussion.

D. Structure Files on website. Progress report

Topic held until website discussion.

E. Entering accessions into Past Perfect

The Chairperson will meet with Commissioner Furey to go over entering

accessions into Past Perfect. Chairperson Julian reiterated that Commissioners ask him if they are interested in learning more about the system.

**VII. Exhibits**

A. Olmsted 200 Themed photo outdoor display

Comm. Guardi mentioned that some of the Landscapes for the Public Good is at the train station. The next location for the display will be the Riverside Farmer's Market.

B. Library display update

The library had been displaying the announcement for the 200<sup>th</sup> anniversary party. It will be replaced with a display for the 200<sup>th</sup> Olmsted anniversary.

**VIII. Public Comment**

No public comment.

**IX. New Business**

A. Historical Commission Website to reside on the Village Site

The Village of Riverside is redoing the website and offered to move the Historical Commission site to the Village main site. Management Analyst Splitt met with the library and other Village Staff to ensure that structure files would be able to be uploaded on the site. Chairperson Julian was curious about Laserfische search functionality. Management Analyst Splitt informed the Chairperson that the upload would mimic the layout the library proposed for the structure files. Management Analyst Splitt recommended that the Commission review their site to see what items they would like to move from their current page to the Village one.

B. Museum sign up duty for 5/28, 6/4, 6/11, 6/18, 6/25, 7/2, 7/9, 7/16, 7/23, 7/30, 8/6, 8/13

The museum signup sheet was passed to commissioners for days to staff the museum.

C. Ornament Inventory

Chairperson Julian took inventory of the ornaments. At the time, the Riverside Library had anywhere from 1-10 ornaments. He recommended that the commission aim for 5 or so at the museum. The museum had almost 30 Water Tower ornaments. The only ornament that was low was the train station. Overall, inventory levels were in pretty good shape, and the Chairperson will order more train station ornaments. Commissioner Guardi brought up the discussion of whether the Commission should add another school ornament. No new ornament was decided upon.

**X. Adjournment**

Commissioner Guardi made a motion to adjourn. Commissioner Furey seconded.

**Motion passed by unanimous voice vote. Meeting adjourned at 8:07 pm.**

Respectfully submitted:

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Management Analyst Splitt

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Date Approved