



HISTORIC SITE PRESERVATION BOARD (HSPB) STUDY SESSION

DATE: August 31, 2023

SUBJECT: Study Session - Discuss/Plan 2024 Preservation Matters Symposium

DISCUSSION OUTLINE

1. HSPB Member Introductions

2. History and Background: Preservation Matters Symposium (Hough and Nelson.)

- Purpose/mission of the symposium
- Past topics and themes
- HSPB awards

3. Logistical Issues and Planning

- HSPB member participation in various working groups
- Date for 2024 symposium (Spring or Fall)
- Duration of event (One day vs. Two day)
- Venue (eg. Convention Center, Pavilion, etc.)
- Food/snacks and refreshments
- Production (Recording, Graphics, Presentation, etc.)

4. Symposium Topic and Content

- Topic selection (HSPB members or Poll other organizations)
- Speaker selection (Invite or Call for presentations)
- Site tours (Discontinue or Organization participation)
- Student model exhibitions
- HSPB awards
- Organization exhibition tables

5. Budget/Cost/Funding

- Develop event budget and pursue City procurement process
- City budget for event
- Sponsorship opportunities