1. **Roll Call and Determination of a Quorum**

2. **Approval of Minutes** – November 19, 2018 *(attached)*

3. **Communication and Reports:**
   a) Educational and Technical Assistance Committee
      a. Viewing of the Carbondale Remembered home badges
      b. Presentation of pictures of architecturally and historically significant homes in Carbondale
   b) Nomination and Hardship Committee
      a. No Report
   c) Work Plan Committee
      a. No Report
   d) Annual Work Plan Monthly Review
      a. January
         i. Preservation News - Communique Article – Quarterly
         ii. Preservation Awards Program: Issue Request For Nominations
         iii. Notification for Convening Work Plan Committee
      b. February
         i. Develop Work Plan (2019-2020)
   c. March
      i. Preservation Awards Program: Nominations Due
      ii. Preservation Awards Program: Select Award Recipients
      iii. Nominating Committee Convene to Nominate Officers
      iv. Commissioners Review Work Plan Draft
      v. Promote Preservation Recognition Program through Communique
   d. April
      i. Founder's Day
      ii. Promote Preservation Award Program in advance
      iii. Conduct Annual Meeting and Election of Officers
      iv. Approve Work Plan for Next Year
      v. Provide Definitions for the Commission's Standing Committees (pending from 2013)
      vi. Preservation Recognition Program (more outreach)
   e) Certificate of Appropriateness Committee
      a. Demolition Permit Review was conducted on December 13th for the Dunaway House, approved by unanimous voice vote
   f) Founders’ Park Subcommittee
      a. Recap of the November 15th and December 17th meetings (minutes attached)
      b. Commission review of the preliminary Founders’ Park site plan (attached)
   g) Founders’ Day Subcommittee
      a. Recap of the December 6th meeting

4. **Comments by the Public, Commission Members, or Staff**

5. **Adjournment**