



VILLAGE OF WINNECONNE

The Community of Opportunity

30 South First Street - P.O. Box 488 - Winneconne, Wisconsin 54986-0488 - 920-582-4381

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Minutes

Historic Preservation Committee

Monday, April 28, 2025, 6:00pm

Village Hall Board Room, 30 South First Street

Meeting called to order by Chairperson Stelzner at 5:58pm.

Present: Miller, Elmer, Livingstone, Eiler, and Stelzner.

Absent: Schroeder, Ahrens

Approval of Minutes: Elmer made a motion to approve the March 31, 2025 minutes, seconded by Livingstone. All Ayes

Public Participation – None

Communications – None

Financial Report - Eiler presented the balance of historical marker funds to be \$2,533 as of April 25, 2025.

A motion to deviate from the original agenda to select a chair and secretary was made by Elmer, seconded by Livingstone. All ayes.

Elmer made a motion to select Brian Miller as the new chairperson, seconded by Livingstone. All Ayes

Elmer made a motion to select Janet Eiler as the secretary, seconded by Livingstone. All Ayes.

Old Business

Dedication Day Review:

Discussed and reviewed the following:

- **Beautification Committee-** has agreed to beautify the cemetery with a budget of \$250. Laura Broderick has been contacted, and she will be back to town the second week of May. A check will be given to her upon her return.
- **Invitations –** Elmer and Livingstone submitted an invitation draft. It was recommended we add 'rain or shine' to the invitation. It was decided that all businesses within the village limits would receive an invite as well as local politicians, donors, neighboring historical societies, village board members, and the neighbors of the Pioneer Cemetery. These invitations will be mailed by May 7th. Miller stated the village could supply the postage. Additional expenses could be incurred by the purchase of envelopes, card stock, stamps

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and possibly ink. It was also decided that the invitations would be post card weight

- **Speakers -**

President Boucher to do a brief introduction

Eiler to follow with a brief 15-minute history of the application process and of the Pioneer Cemetery.

Schroeder – to deliver a 10 – 15 minutes speech about some of the burials located in the cemetery.

State Representative, Mallory Hanson, Statewide Services Coordinator will be attending for sure and possibly give a short speech. Eiler will know by May 2nd if any other WI Historical Society staff/directors will be participating as well.

- **Refreshments Update** – cookies, water, soda, napkins (we will need coolers).

Schroeder wasn't present to give an update. Eiler will contact Schroeder this weekend to ensure she is still going to get refreshments for the event. If Schroeder cannot participate, Elmer and Stelzner will be in charge of arranging the refreshments.

- **Village**

Install Sign – Eiler met with Allan at the cemetery grounds last week and placement of the sign was discussed. Allan said cement will be used to place the sign.

Garbage cans – Stelzner will follow up with getting two garbage cans, 2 tables and 30 chairs

Road Closure – Chief of Police didn't think this was necessary, but Stelzner will check about getting barricades for one lane closest to the cemetery.

Podium, Microphone, Sound system – Stelzner will ask the village about the podium in the board room. Eiler will contact Cindy Herbert from the Chamber of Commerce about a sound system. Last resort would be to ask Butte des Morts Historical Preservation Society about using their portable speaker.

Will need about 30 chairs and a table – Stelzner and Miller will follow up with James or Allan about set-up and tear-down seeing as this is a weekend.

Unveiling Cloth – Stelzner will check with Allan or James about what they had in mind for an unveiling cloth.

- Invocation/Benediction or Blessing/Prayer – It was decided that a Blessing/Prayer would be more appropriate for the ceremony. Livingstone reported that Pastor Darin Warnecke from St Paul's Evangelical Lutheran Church agreed to participate.

- Thank You Cards – Elmer will be ordering and will be sent out after the ceremony.

- Program – Eiler shared a program sample and adjustments were made to the order of events and titles.

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- Newspaper Ad – Eiler has talked with both Becky and Mae at the Winneconne News. Eiler will get some items together and work with getting a large announcement for the June 28th edition of the Winneconne News and a smaller reminder for the June 4th edition.

Other Old Business

- Eiler will attend the Legion meeting on Monday, May 5, 2025 at 6pm to discuss the Giles-Luce Post participating in the dedication day. We would be looking for Color Guard bearing the United States flag and the WI State Flag and the Color Guard leading in the Pledge of Allegiance. No known veterans are within the cemetery so a 21-gun salute or taps wouldn't be necessary.
- Tent – Elmer reported she talked to Mueller Funeral Home about the use of a tent, or where to get one. It was recommended we contact Oshkosh Tent and Awning. It was decided to not get a tent as that would be very costly.

New Business

- Laura Broderick from the Beautification Committee suggested we have the stones cleaned for the event. Monumental Restoration LLC (Vance Pues, owner) highly recommended and has been doing a lot of stone cleaning in the Oak Hill Cemetery for the City of Neenah. Pues stated he would volunteer his time but would like \$300 to cover the cost of his gas and materials. Elmer made a motion to pay Monument Restoration LLC \$300 to clean the headstones in the Pioneer Cemetery, seconded by Livingstone. All Ayes.
- Quotes for printing the program were submitted by Eiler. The quotes received were: Canva - \$72; Winneconne News - \$59; DPI - \$52.44. Elmer made a motion to have the programs printed at DPI for \$52.44, seconded by Livingstone. All Ayes.

Follow-Up:

- Stelzner & Miller – Talk to Allan/James about set-up/tear down & unveiling cloth
- Stelzner & Miller – Confirm village will supply 2 garbage cans, 2 tables, 30 chairs and podium
- Stelzner & Miller – Talk to Chief about barricades for 5th St (one lane)
- Stelzner – help find correct mailing addresses for local businesses
- Stelzner – help Elmer with stamp/postage and return labels for invites
- Eiler - Check with Schroeder about speech and refreshments
- Eiler – Work with Winneconne News for newspaper announcements
- Eiler – Complete and Order programs from DPI
- Eiler – Contact Chamber and/or Butte des Morts Historical Preservation Society about using a sound system
- Eiler – Attend Giles-Luce meeting Monday, May 5, 2025 @ 6pm
- Elmer – Order Thank You Cards, Send out Invitations by May 7th
- Livingstone – Work on invitations with Elmer
- Livingstone – Confirm with Pastor Warnecke to do blessing and prayer

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Other New Business - None

Next meeting date of Thursday, May 29, 2025, at 5pm was set.

A motion was made by Elmer, seconded by Livingstone, to adjourn at 7:20 pm and the meeting was adjourned by Chairperson Miller. All ayes. Meeting adjourned.

Minutes submitted by Janet Eiler