

Chapter 17  
**ALGONQUIN HISTORIC COMMISSION**

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**17.01 CREATION**

There is hereby created the Algonquin Historic Commission (“Commission”) , an ad hoc organization of the Village.

**17.02 PURPOSE**

The Commission is charged with the purpose and goal of fostering the research, development and preservation of the Village’s history for current and future generations. The Commission is further charged with the promotion of the educational, cultural, economic and general welfare of the Village by:

1. Protecting, enhancing and perpetuating events, actions and distinctive characteristics of the Village which represent and reflect the Village’s cultural, social, economic, political and architectural history.
2. Fostering civic pride in the beauty and accomplishments of the past and protecting and enhancing the Village’s attractiveness to residents, tourists and visitors and supporting the business and industry thereby provided.
3. Safeguarding the Village’s historic, aesthetic, cultural and community heritage through appropriate preservation.
4. Promoting the use of annals of history, artifacts and memorabilia of the Village for the education, pleasure and welfare of its residents.

**17.03 APPOINTMENT, COMPOSITION** *Amended, 98-O-53*

A. Appointment: The Commission shall consist of 7 members, appointed by the President with the advice and consent of the Village Board. In addition, at the discretion of the President, other ex-officio, non-voting advisory members may be appointed to assist the Commission from time to time. The President or his designee shall serve as an ex-officio member of the Commission.

B. Qualifications of Commissioners: It is the primary consideration that qualified persons having demonstrated an interest in the history and architectural heritage of the Village

and the preservation thereof be appointed to the Commission. At no time shall more than 1 member be a non-resident of the Village.

C. Terms of Office, Vacancies: Terms shall be 3 years, beginning May 1. The initial Commissioners shall be appointed to the following terms: 2 members to a 3-year terms; 2 members to a 2-year term; and 1 member to a 1-year term.

D. Officers: The President, with the advice and consent of the Village Board, shall annually appoint a chairman from among the Commissioners. The Commission may appoint or elect from their members a vice-chairman and/or secretary.

E. Compensation: Commissioners may be paid a per diem in such amount as established from time to time by the Village Board , but in no case shall Commissioners be paid for more than 1 meeting per month.

#### **17.04 VOLUNTEERS, SUBCOMMITTEES**

The Commission is authorized to enlist the volunteer services of other persons or agencies who will assist in achieving the goals of the Commission. The Commission, from time to time, may form subcommittees to assist in achieving the Commission's goals or activities and projects undertaken by the Commission. A current member of the Commission shall serve as the chairperson of any subcommittee. A subcommittee shall not authorize the expenditure of any funds or make any policy decisions.

#### **17.05 FUNDING**

Other than those appropriated and approved by the Village Board, the Commission shall not be authorized to expend municipal funds. The Village Board may appropriate funds to the Commission.

#### **17.06 HISTORIC FUND**

The Village Board shall establish and maintain an Historic Fund, separate and apart from other funds in the Village. All monetary gifts and donations to the Commission and proceeds from Commission events and publications shall be deposited in the Historic Fund. Interest earned in the fund shall remain in the Historic Fund. The Historic Fund shall be solely for the acquisition, preservation and security of historic items and materials entrusted to the care of the Commission. The Commission shall have the discretion of determining the expenditures from the Historic Fund. Guidelines for Historic Fund expenditures shall be established by the Commission within 90 days of the passage of this Chapter and shall be subject to review and approval by the Village Board from time to time.

#### **17.07 MEETINGS, REPORTING AND RECORD KEEPING**

The Commission and subcommittees shall comply with the Open Meetings Act. Minutes shall be submitted to the Village Board on a timely basis. Not less than 2 weeks before the annual meeting of the Village Board the Commission shall submit its annual report to the President. The Commission shall meet as often as deemed necessary, but no less than monthly.

#### **17.08 ANNUAL GOALS**

Within 30 days of the beginning of the fiscal year the Commission shall present to the Village Board an outline of anticipated goals for the current year.

#### **17.09 DUTIES AND RESPONSIBILITIES** *Amended, 98-O-53*

The Commission shall be charged with:

1. The recording of significant data pertaining to ongoing Village history.
2. The collecting and preservation of artifacts and memorabilia relative to the Village's history.
3. Being cognizant of architectural edifices and sites in the community and serve as a community resource in this area.
4. Acting in an advisory capacity to assist residents, businesses and industry in the preservation and promotion of historic sites, artifacts and memorabilia and serve as an educational arm to the community to promote activities relative to the history of the Village.
5. Working in conjunction with Village boards, committees, commissions and staff to protect, preserve and promote the historical ambience of the Village. The Commission shall be afforded the opportunity to provide input in the development of any ordinance or project related to areas which may be of historic significance.
6. Undertaking activities or projects in an effort to increase public awareness and promote general knowledge of the history of the Village.
7. To act in an advisory capacity by reviewing and making recommendations to Village staff and the Village Board regarding major improvements to buildings and structures in the Old Town District as provided in Chapter 10 of this Code.

#### **17.10 MEMBERSHIPS, RESOURCES**

The Commission may maintain membership in the following organizations:

1. National Trust for Historic Preservation;
2. Illinois Historic Preservation Agency;
3. Landmarks Preservation Council of Illinois;
4. McHenry County Historical Society; and
5. Dundee Township Historical Society.

In addition, the Commission may subscribe to periodicals, purchase published resources from recognized authorities or avail itself of other historic agencies and resources which may become available.