1. Roll Call – Chair Smallwood called the Regular Meeting to order at 11:03 a.m.

   **Members Present**
   Barbara Smallwood, Chair  
   Bob Sober, Vice-Chair  
   Kristen Bergman  
   Pamela Curtis  
   Charles Gilmore  
   Jack Hodgson  
   Matt King  
   Susan McKee  
   Anne Pollard  
   Robert Shears  
   Mary Lee Townsend  
   Jim Turner  
   Elizabeth Wright  

   **Members Absent**
   Paula Wood, Secretary  
   Bob Winchester  

2. Approval of Regular Meeting Minutes of November 12, 2009

   Commissioner Bergman made a motion to approve the Regular Meeting Minutes for November 12, 2009 with amendments. Commissioner Hodgson seconded. Chair Smallwood called for a vote on the motion. The motion was approved.
3. Committee Reports
   A. Historic Preservation Committee
      No report.

   B. Rules and Regulations Committee
      Committee Chairman Charles Gilmore read the proposed revisions aloud. A
      copy of the changes is attached. Commissioner Gilmore made a motion to
      approve the revisions to TPC Rules and Regulations, stipulating that the change
      to the quorum requirements would become effective on December 19, 2009.
      Commissioner Bergman seconded. Chair Smallwood called for a vote on the
      motion. The motion was approved.

   C. Outreach Committee
      Committee Chairman Kristen Bergman gave a recap of the 12.2.09 National
      Register Open House for downtown property owners. She distributed copies of
      the Tulsa World newspaper article about the downtown survey and the event.
      Bergman and Commissioner Hodgson discussed the upcoming Realtor
      Education Program and noted that it has now been approved by the State real

In Favor  Opposed  Abstaining  Not Present
1. Bergman  None    1. King  1. Pollard
2. Curtis
3. Gilmore
4. Hodgson
5. King
6. McKee
7. Shears
8. Smallwood
9. Sober
10. Townsend
11. Turner
12. Wright

Tulsa Preservation Commission Regular Meeting Minutes of:
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estate board. The December Outreach Committee meeting was cancelled.

4. Chair Report
Chair Barbara Smallwood reported that the Strategic Plan Implementation Committee would meet at Eloté restaurant at 11:30 on December 15th. She invited the Commissioners to participate. Chair Smallwood also mentioned that new Mayor Dewey Bartlett has reappointed Susan Neal to his cabinet and that the Commission has a good working relationship with her. Chair Smallwood urged every Commissioner to attend the annual planning retreat on January 23rd.

5. Staff Report
The December Staff Report was handed out prior to the meeting. Amanda DeCort also gave a brief overview of staffing changes within the Planning Department.

6. Absence Report
No report.

7. Other Business

A. Election of Officers for 2010
   i. Matt King, Vice Chair
      Chair Smallwood made a motion to approve Matt King as Vice Chair. Commissioner Gilmore seconded. Chair Smallwood called for a vote on the motion. The motion was approved.

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   ii. Kristen Bergman, Secretary
      Chair Smallwood made a motion to approve Kristen Bergman as Secretary. Commissioner Gilmore seconded. Chair Smallwood called for a vote on the motion. The motion was approved.
In Favor       Opposed       Abstaining       Not Present
1. Bergman          None           None   1. Pollard
2. Curtis
3. Gilmore
4. Hodgson
5. King
6. McKee
7. Shears
8. Smallwood
9. Sober
10. Townsend
11. Turner
12. Wright

B. Training on Open Meetings Act and Conflict of Interest
Patrick Boulden distributed a copy of the Open Meetings Act and the Code of Ethics adopted by the City of Tulsa to each Commissioner. He presented highlights including: posting of meetings; requirements for special meetings; continuing meetings to a later date; developing agendas that communicate effectively to the public; and minutes as an official summary of proceedings. Boulden then moved on to discuss the Code of Ethics and conflicts of interest with the Commission. Further discussion of the Code of Ethics as it relates to the Commission’s operations will take place at the January retreat.

8. New Business
Commissioner Matt King said that Tulsa Foundation for Architecture has expressed concern about the YMCA building, which has been for sale for several years and is about to be vacated. TFA, with the help of local architects and developers, is developing a package for potential buyers which will show how the building could function as a school, a residential development, or a boutique hotel.

9. Adjournment
Chair Smallwood adjourned the meeting at 12:49 p.m.

The proceedings of the Tulsa Preservation Commission Regular Meeting of December 10, 2009 were recorded. The meeting minutes were transcribed by Tynesha White. Minutes approved by the TPC on __________.