



**FRESNO COUNTY HISTORICAL LANDMARKS & RECORDS  
ADVISORY COMMISSION**  
**May 12, 2022**  
**Fresno County Elections Warehouse**  
**4525 E. Hamilton Ave.**  
**Fresno, CA 93702**



**MINUTES**

**Members Present:** Dr. Allen Carden, Sue Loucks, Dr. James Kus, Nick Yovino, Kenneth Zech, Randy McFarland, Pat Hunter, Sharon Darnell, Paula Lloyd, and James Sponsler.

**Members Absent:** David Rodriguez, Dr. Susan Pappas, John Houlihan, Lou Catallo, Blake Zante, and John Baltierra.

**Staff:** Karen Coletti,(Secretary), James Kus (County Elections) Dani Rodriguez (County Elections), Noe Fragozo (County Elections ) and Nysen Armenta (County Elections).

**Members of the Public:** Mr. Darnell.

- 1) **Call to Order at 4:0 PM. Randy McFarland, Vice Chairman.**
- 2) **Welcome & Introductions – Roundtable of introductions.**
- 3) **Adoption of Agenda.**
  - a) Adopted draft agenda; **Loucks, Second: Sponsler.** Passed Unanimously.
- 4) **Approval of Minutes** Motion to approve minutes of March 10<sup>th</sup>, 2022. **Zech, Second: Carden.** Passed Unanimously.
- 5) Records Retention Power Point presentation by James Kus, County Elections.

**a) Tour of Elections Warehouse and Records Management.**

**b) Records Management Status.**

Record Type	Schedule Number	Department	Recommend Commission Review
Voters Services	1300.02.01	Voter Services	
Election Services	1300.04.01	Election Services	
Election Services	1300.04.02	Election Services	
Elections	1300.04.02	Election Services	
County Clerk Services	1300.05.01	County Clerk	
County Clerk Services	1300.05.02	County Clerk/Registrar of Voters	
Clerk Services	1300.05.03	County Clerk/Registrar of Voters	
Campaign Filing	1300.06.01	County Clerk/Registrar of Voters	
Campaign Filing	1300.06.01	County Clerk/Registrar of Voters	

Historical Landmarks and Records Advisory Commission  
**MINUTES May 12, 2022**

Candidate Filing	1300.07.01	County Clerk/Registrar of Voters	
Central Warehouse	1300.08.01	County Clerk/Registrar of Voters	

c) Operation Blue Light and other County Records Management Projects.

d) County Clerk/Registrar of Voters Retention Schedule Review. Some departments have some retention schedules some have none.

**6) Landmarks.**

- A) Inventory of Historic Sites in Fresno County – None.
- B) Historic Places – None.
- C) Centennial Business – None.
- D) Centennial Communities – None.
- E) Centennial Farms – None.
- F) Centennial Schools – None
- G) Discussion on threatened landmarks in the County of Fresno – Commissioner Hunter revisited the Vartanian home. Discussion on the Bow on Tong building as well.
- H) Discussion on potential landmarks in the County of Fresno – None.
- I) Media Releases – None.
- J) Website – Commissioner McFarland reported on how nice the website looks.

**7) Reports and Administrative items.**

- A) Chairman's Report
  - i) Karen Coletti, Secretary reported on the Proclamation that was presented at the Board of Supervisors on May 3<sup>rd</sup>. Commissioner Sponsler gave a nice presentation. The Proclamation is now in the Heritage Room at the Central Library.
- B) Secretary's Report.
  - i) There is a vacancy in District 2, Commissioners discussed on how important it is to keep the Commission filled.
  - ii) Commissioner Kus reported and update on his phone number on Member Roster list.
- C) New Business – None.

**8) Commission Reports**

- i) Commissioner Hunter shared handout on the Fresno County's Big Fresno Fair Museum Tour. Saturday, June 11<sup>th</sup> from 10-1. Admission \$20.00, please RSVP, you may send through Gallery II. It is open to anyone.

Historical Landmarks and Records Advisory Commission  
**MINUTES May 12, 2022**

- ii) Commissioner Darnell is working on the Sierra High School application and would like to bring Wes Qualls and alumni of Sierra High School to the September meeting.
- iii) Commissioner Sponsler will be attending a webinar on making equitable preservation and will report at next meeting.

**9) Adjournment.** 5:59 PM.

Agenda Items for Next Meeting		
9/8/2022	Edison Social Club	Commissioner Sponsler
9/8/2022	San Francisco Floral	Commissioner Yovino
9/8/2022	Sierra High School	Commissioner Darnell

Future Meetings		
9/8/2022	4:00 PM	Betty Rodriguez Regional Library
11/10/2022	4:00 PM	TBD

**Requests for disability-related modification of accommodation needed in order to participate in the meeting must be made to the Commission Secretary at (559)600-6237 no later than 9:00 AM the day before the meeting.**