

- PRESENT** Loretta Frankovitch, Pete Coppins, Chris O’Hara, James Baptiste, Donna Cassick, Shannon Fundis, Historian Russ Piper
- EXCUSED** Rita Geiben, Jillian Stokes
- CALL TO ORDER** Loretta Frankovitch called the Historical Preservation Commission meeting to order at 6:00pm with the Pledge of Allegiance.
- MINUTES** A motion was made by Chris O’Hara seconded by James Baptiste and passed unanimously to approve the October 15, 2024 minutes as submitted.  
\*There was no November meeting.
- OLD BUSINESS** **732 Cayuga St. – Niagara Physical Therapy – Sign Application**  
A motion was made by Pete Coppins seconded by Chris O’Hara and passed unanimously to approve the sign application for 732 Cayuga St. as presented.
- OTHER** Loretta Frankovitch requested that as the board members take classes and receive training hours to keep a record for the end of year report. Shannon Fundis suggested emailing the training certificates to the Clerk’s office to be placed in the personnel file.
- ADJOURNMENT** A motion was made by Chris O’Hara seconded by Pete Coppins and passed unanimously to adjourn the meeting at 6:04pm.

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Donna Cassick