



TOWN OF ELIZABETH

COMMUNITY DEVELOPMENT DEPARTMENT

TO: Historic Advisory Board

FROM: Alexandra Cramer, Planner/Project Manager

DATE: January 6th, 2025

SUBJECT: Discussion and Possible Action Regarding Election of Chair, Vice Chair, and Historian

SUMMARY

Per HAB bylaws, the board must elect a Chair, Vice Chair, and Historian annually by the first meeting of the calendar year. The Chair conducts meetings, works with staff on agendas, and advocates for board initiatives with the Board of Trustees and community. The Vice Chair serves in the Chair's absence and supports board leadership. The Historian leads efforts in researching, documenting, and maintaining historical records for HAB projects and preservation initiatives.

STAFF RECOMMENDATION

Staff recommends that the Historic Advisory Board nominate and elect a Chair, Vice Chair and Historian for 2025.