

May 6, 2026, 6:00 PM  
County Board Conference Room  
Administration Building, 667 Ware Rd., Woodstock, IL 60098

Pages

1. **CALL TO ORDER / ROLL CALL**

Roll Call

2. **APPROVAL OF DRAFT MINUTES**

3. **INTRODUCTION OF GUESTS**

4. **PUBLIC COMMENT**

5. **MEMBERS' COMMENTS**

5.1 Intergovernmental Agreement - Hebron and McHenry County

Dawn Schinina: Update regarding the Village of Hebron's approval of an ordinance allowing the HPC to designate landmark properties within the Village. An intergovernmental agreement (IGA) between the County and the Village has also been approved; however, it is currently pending County Board approval.

6. **OLD BUSINESS**

6.1 Status of Plaquing

Metal photo prints for Ford School and Prescott Whittemore House have been ordered and are currently in fabrication.

Further discussion needed:

- What is the maximum amount of verbiage permitted on the plaque face?
- Is there an additional charge for increased text or layout changes, and if so, what would the cost be?
- Are color combinations customizable, including both lettering and background/face colors?
- Can the polyurethane plaque be finished in customizable colors that mimic stainless steel, bronze, and white?
- Could you please provide a quote for including a QR code, either directly on the plaque or laser-engraved on a separate metal plate to be installed adjacent to the plaque, that would direct visitors to historical information about the landmarked building? We would like to explore this as an optional enhancement.

**Plaque Verbiage Capacity**

There is no strict character limit; however, for optimal readability and visual balance, we typically recommend keeping the main text to approximately 120–180 words, depending on font choice, layout, and plaque size. We can accommodate more text if needed, but spacing and legibility are always our primary considerations.

#### **Additional Charges for Increased Text or Layout Changes**

Minor text adjustments are included. If the plaque requires a significantly higher volume of text, multiple layout revisions, or complex formatting, there may be an additional design fee, typically ranging from \$50–\$150, depending on the scope. Any added costs would be reviewed and approved in advance.

#### **Color Customization (Lettering & Background)**

Yes, color combinations are fully customizable. Both the plaque face and lettering can be tailored to complement the building's existing materials and color palette.

#### **Finishes Mimicking Other Materials**

Our polyurethane plaques can be finished to closely resemble stainless steel, bronze, or white, as well as other custom tones. These finishes are commonly used for historic and architectural signage and provide excellent durability while maintaining a traditional appearance.

#### **QR Code Options & Pricing**

We can absolutely include a QR code as an optional enhancement:

- Directly on the polyurethane plaque: typically an additional \$50–\$75, depending on size and placement.
- Laser-engraved metal plate (installed adjacent): pricing generally ranges from \$125–\$225, depending on metal type, size, and mounting method.

The QR code can be linked to any webpage or digital resource you provide, making it a great option for sharing extended historical information without overcrowding the main plaque.

Based on these options, we can easily present three or more finish and layout variations for the property owners to review and select what best complements the landmark structure.

## **7. NEW BUSINESS**

### **7.1 Update to mailer for potential Landmark sites**

The Potential Landmark letter and application package were signed by Chairman Buehler and distributed to approximately ten (10) property owners. Feedback is still pending.

## **8. CHAIRMAN'S REPORT**

## **9. STAFF REPORT**

## **10. ANNOUNCEMENTS**

### **10.1 Next Regular Meeting June 03, 2026**

## **11. ADJOURNMENT**

## **12. APPROVAL OF DRAFT MINUTES**

## **13. INTRODUCTION OF GUESTS**



McHenry County  
Historic Preservation Commission - Public  
Meeting  
MINUTES

February 4, 2026, 6:00 PM  
County Board Conference Room  
Administration Building, 667 Ware Rd., Woodstock, IL 60098

Members Present: Anthony Alfaro, Kirk Donald, Peter Gussie, Dawn Milarski, Sarah Taylor

Members Absent: Philip DeLap, Charles Eldredge, Rachell Horbenko, Sarah Metivier-Schadt

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**1. CALL TO ORDER / ROLL CALL**

Meeting called to order at: 6:09AM by Chairman Gussie

**2. APPROVAL OF DRAFT MINUTES**

**Mover:** Peter Gussie

**Second:** Dawn Milarski

Approve previous minutes

Approved by Voice

**3. INTRODUCTION OF GUESTS**

None.

**4. PUBLIC COMMENT**

None.

**5. MEMBERS' COMMENTS**

5.1 Holiday/Meeting: Dawn Schinina

Ms. Milarski gave an overview of the Walk and Dinner.

It was agreed to not hold the March meeting and to just have the gathering on March 10th. The next meeting will be on April 1st.

**6. OLD BUSINESS**

6.1 Status of Plaquing

There was discussion over the cost of having the QR code on the plaque versus on the a separate plate. Further discussion and a vote will take place at the next meeting.

**7. NEW BUSINESS**

7.1 Update to mailer for potential Landmark sites

Ms. Jacobson said 10 letters were sent out about 2 weeks ago and she was awaiting feedback. Chairman Gussie said he is going to follow up with those property owners.

**8. CHAIRMAN'S REPORT**

None.

**9. STAFF REPORT**

Ms. Jacobson said she was contacted by McHenry County Department of Transportation that Fleming Drive, one of our scenic routes, will be under the jurisdiction of the Village of Bull Valley pending a decision at the next County Board Meeting. She said we would still be responsible for the Scenic Drive signs along that road.

Chairman Gussie reminded the Commission to turn in their Statement of Economic Interest Letters.

**10. ANNOUNCEMENTS**

10.1 Next Regular Meeting March 04, 2026 (Subject to Change)

Next meeting will be April 1, 2026.

**11. ADJOURNMENT**

**Mover:** Peter Gussie

**Secunder:** Dawn Milarski

To adjourn the meeting at 6:23 PM

**Approved by Voice**