



**Alamance County  
Historic Properties Commission**

**Tuesday, January 13, 2026, 6 p.m.**

Commissioners' Meeting Room  
124 W. Elm Street, Graham, NC 27253

**Present:** Rodney Cheek, Brian  
Scott Ward, Laurie Smith, Dr.  
Alanna Coombes, John  
Greeson, Gale Pettiford, Chris

Copsey, Megan Privett, Chris  
Wells

**Staff Present:** Matthew  
Hoagland, Keyshawn Haith

**Absent:** Emily White,  
Katherine Hadley,

The Alamance County Historic Properties Commission met on Tuesday January 13, 2026 at 6:00 p.m. in the Commissioners' Meeting Room, 124 W. Elm Street, Graham, North Carolina.

**I. CALL TO ORDER**

The meeting was called to order by **Planning Director Matthew Hoagland**. He noted that the January meeting serves as the Commission's **organizational meeting**, as required by the Commission's bylaws, and includes the administration of oaths, election of officers, and adoption of the annual meeting calendar.

**II. OATH OF OFFICE**

1. Dr. Alana Coombs

**Planning Director Hoagland explained that North Carolina General Statute §160D-309 requires all members of the Historic Properties Commission to take an oath of office prior to undertaking official duties.**

**Assistant County Attorney Michelle Horn, acting in her capacity as a notary public, administered the oath of office to Dr. Alana Coombs, who was appointed to the Commission in October 2025 and had not previously taken the oath. Dr. Coombs affirmed her commitment to uphold the Constitutions and laws of the United States and North Carolina and to faithfully discharge the duties of her office.**

**III. ELECTION OF OFFICERS**

Chair Election

Planning Director Hoagland oversaw the election of Chair in accordance with the Commission's bylaws.

- Motion: Nominate Rodney Cheek as Chair
- Moved by: John Greeson
- Seconded by: Scott Ward

With no additional nominations, the motion carried unanimously, and Rodney Cheek was elected Chair of the Historic Properties Commission.

Election of Vice Chair

Following the election of Chair, the Commission proceeded with the election of Vice Chair.

- Motion: Nominate John Greeson as Vice Chair
- Moved by: Scott Ward
- Second: Scott Wells
- Vote: Unanimous approval



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John Greeson was elected Vice Chair of the Historic Properties Commission.

### IV. APPROVAL OF MINUTES

#### 1. October 14, 2025

October 14, 2025

- Motion: Approve the October 14, 2025 meeting minutes
- Moved By: Scott Wells
- Seconded: John Greeson
- Vote: Approved unanimously

#### 2. December 9, 2025

Planning staff explained that the December meeting did not have a quorum and consisted primarily of informational presentations with no formal actions taken.

- Motion: Accept December 9, 2025 minutes as presented
- Moved By: John Greeson
- Second: Chris Copsey
- Vote: Approved unanimously

### V. OLD BUSINESS

#### 1. By-Laws Amendment: Section 4.3 Requirements for Appointment

The Commission reviewed a proposed amendment to Section 4.3 of the bylaws regarding residency requirements for appointments. Planning staff explained that the language had been revised to clarify eligibility based on jurisdiction, following discussion at prior meetings.

The amended language states that:

*All members must reside in Alamance County and on a parcel of land under the jurisdiction of the county's Historic Properties Commission. Applicants living within specific geographical boundaries governed by a separate historic properties commission shall not be considered for appointment.*

Staff clarified that the amendment would apply prospectively and would not affect current Commission members. The Commission discussed the intent of the language and confirmed understanding.

- **Motion:** Adopt the by-laws amendment as presented
- **Moved By:** John Greeson
- **Second:** Scott Ward
- **Vote:** Approved unanimously

### VI. NEW BUSINESS

#### 1. 2026 Meeting Calendar

The proposed 2026 meeting calendar was presented, noting that meetings are scheduled for the second Tuesday of each month at 6:00 p.m., contingent upon having business to conduct.



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A question was raised regarding the September meeting date coinciding with Labor Day and potential scheduling conflicts with County Commissioner meetings. Staff indicated no anticipated conflicts under the current meeting structure.

- Motion: Approve the 2026 meeting calendar as presented
- Moved By: John Greeson
- Seconded: Scott Ward
- Vote: Approved unanimously

## VII. ANNOUNCEMENTS/DISCUSSION

### 1. 2026 Board Photo

Planning staff announced that the Planning Department is expected to relocate in March or April 2026 to a renovated building at 1946 Martin Street, Burlington, which will include a new meeting room. The intent is for Commission meetings to transition to the new location later in the year, once the move is complete. Staff also noted that one of the Planning Department's initiatives for 2026 is a website refresh, including updated photographs of advisory boards. Commission members participated in a group photo following the meeting for use on the County website

## VIII. ADJOURNMENT

- Motion: Adjourn
- Moved By: John Greeson
- Second: Scott Ward
- Vote: Approved unanimously