



*23925 Woodward Avenue
Pleasant Ridge, Michigan 48069*

Pleasant Ridge Historical Commission
Wednesday, June 3, 2015

Members of the Historical Commission and Residents: This shall serve as your official notification of the Regular Historical Commission Meeting to be held on Wednesday, June 3, 2015, at 7:00 p.m., at the Pleasant Ridge Community Center, 4 Ridge Road, Pleasant Ridge, Michigan 48069. The following items are on the Agenda for your consideration:

HISTORICAL COMMISSION MEETING – 7:00 P.M.

1. Meeting Called to Order.
2. Roll Call.
3. Consideration of the following minutes:
 - Regular Meeting Minutes held Wednesday, May 6, 2015.
4. PUBLIC COMMENTS – Items not on the Agenda.
5. Consideration of the Treasurer's Report.
6. Consideration of the Historical Commission updates:
 - a. Home and Garden Tour.
 - b. Museum Staffing.
 - c. Museum Donation.
7. Consideration of the City Commission Liaison Report.
8. Other Business.
9. Adjournment.

In the spirit of compliance with the Americans with Disabilities Act, individuals with a disability should feel free to contact the City at least seventy-two (72) hours in advance of the meeting, if requesting accommodations.

Pleasant Ridge Historical Commission

Meeting Minutes

Wednesday, May 6 2015

1. Meeting was called to order 7:04 pm by Don Hoefler, Chair.
2. In attendance: Cathie Gillis, Jessica Herzig, Don Hoefler, John Horvat, Sandy Johnstone, James Koeppen, Scott Pietrzak, Bret Scott, Conrad Stack, John Wright and Carole Zupan. Guests: Hudson Benjamin Bibb Herzig.
Missing: N/A
3. Consideration of April 1, 2015 meeting minutes: Motion to approve by James Koeppen, second by Carole Zupan.
4. Public Comments – Items not on the Agenda: N/A
5. Treasurer’s report for April 2015 by John Horvat: Revenues: \$0; Expenditures: \$0; Ending balance: \$3,645.30.
Motion to approve by Jessica Herzig, second by Carole Zupan.
6. Consideration of the Historical Commission updates:
 - a. Home and Garden Tour:
 - i. June 6, 2015 will be the date for the next Pleasant Ridge Home and Garden Tour.
 - ii. Eight confirmed homes and gardens:
 1. 53 Woodward Heights Blvd
 2. 18 Sylvan Ave
 3. 25 Sylvan Ave ** Homeowner backed out after this meeting **
 4. 16 Ridge Rd
 5. 21 Amherst Rd
 6. 3 Hanover Rd
 7. 9 Woodside Park Blvd
 8. 21 Kenberton Dr
 - iii. One confirmed garden:
 1. 85 Maplefield Rd
 - iv. Assigned house captains to each home/garden. Don Hoefler will create a list of homes including homeowner contact information, house captain and docents.
 - v. Tickets for Home Tour: \$15.00 before the tour (up until 5:00 pm Friday, June 5th) or \$20.00 the day of the tour. Docents will be able to obtain tickets for \$10.00, including the day of the tour. The docent code for the discounted price will be provided to the docents by the house captain. Online ticket sales will be set up this year and the fee will be paid by the participant. Pre-sale tickets will also be available at City Hall and the Recreation Center.
 - vi. Sandy Johnstone and John Wright will interview homeowners, obtain signed press release forms and write first drafts for the tour book.
 - vii. Scott Pietrzak will take the pictures for the tour book.

- viii. Advertising will be handled by James Koeppen and John Horvat.
 - ix. Publications and event promotion will be handled by Jessica Herzig.
 - x. The PR Historical Commission website will be updated by Don Hoefler.
 - xi. Conrad Stack will handle the afterglow coordination. (Budget, setup, drinks and cleanup.) Sue Terpack will handle the food. The total budget should not exceed \$1,000. (\$200-\$300 for beverages and the rest for food.)
 - xii. Conrad Stack will coordinate ticket sales the day of the tour.
 - xiii. Carole Zupan will coordinate the picture frames and Sandy Johnstone will coordinate the stones for the homeowner gifts.
 - xiv. Cathie Gillis will coordinate the foundation tent, tables, chair and signs for the homes and neighborhood advertising.
- b. Historical Museum Staffing (Third Saturday of the month from 10:00 am – 12:00 pm)
- i. May 16, 2015: Carole Zupan and John Wright
 - ii. June 20, 2015: Museum Closed
 - iii. July 18, 2015: TBD
 - iv. August 15, 2015: Museum Closed
 - v. September 19, 2015: Jessica Herzig and TBD
- c. Museum Donation
- i. Carol Brietmiere is interested in giving the Pleasant Ridge Historical Commission one of the original Hedges Wigwam Indians, which we would like to put outside the Police Booth. Piano movers can move this heavy cement piece for \$350.
 - ii. Scott Pietrzak wants to ensure we have the support of the City Manager and the City Commission and will discuss with the City Manager if the City Commission needs to vote on the placement of this city artifact.
 - iii. The Historical Commission voted to spend \$350 to move the artifact into storage until we have final approval where the artifact will go and how it should be displayed. This will ensure that we will not lose it.
7. Consideration of the City Commission Liaison Report:
- a. Bret Scott updated us that the June City Commission meeting will focus on the 2015-2016 budget.
8. Other Business:
- a. After the 2015 Home & Garden Tour, look to create a Then & Now Volume 2 focusing on the 696 period and forward.
 - b. We discussed about contacting Dave Smith on Oxford regarding getting copies of his show “Living in Pleasant Ridge” which used to be on the cities Government channel.

- c. Discussed a full re-vamp of the Historical Commission website. We will not renew the current domain. Instead we will integrate with the cities website. Don Hoefler will coordinate this with Scott Pietrzak after the home and garden tour.
 - d. April 23rd Resident Welcome Reception at the Community Center was a big hit with new and old residents.
 - e. Discussed when sending customer files to residents via e-mail, asking for a donation to the Pleasant Ridge Historical Commission. Suggested donation amount is \$10
9. Adjournment at 8:22 pm. Motion by Carole Zupan, second by Conrad Stack.



City of Pleasant Ridge

Amy M. Drealan, City Clerk

From: Amy M. Drealan, City Clerk
To: Jim Breuckman, City Manager
Date: June 1, 2015
Re: Historical Commission Treasurer's Report

Below is the May 2015 Historical Commission Treasurer's Report. Here is the detail for the revenues and expenses listed:

| | | |
|--------------------------|---------------------|--------------------|
| Beginning Balance | | \$ 3,645.30 |
| | Revenues | |
| Sales | | |
| Sticker & tile sales | | \$ 78.00 |
| Admission Fees | | |
| Home and Garden Tour | | \$ 105.00 |
| Interest | | |
| Feb-15 | | \$ 0.05 |
| | Expenditures | |
| Service Charges | | |
| Feb-15 | | \$ (1.58) |
| Maintenance to Buildings | | |
| Museum Cleaning | | \$ (25.00) |
| Ending Balance | | \$ 3,801.77 |

Please feel free to contact me should you wish to discuss this matter further.