



City of Pleasant Ridge
23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

Pleasant Ridge Historical Commission
Wednesday, March 7, 2018

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, March 7, 2018, 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, January 10, 2018.
 - Special Meeting Minutes held Wednesday, February 7, 2018.
4. PUBLIC COMMENTS – Items not on the Agenda.
5. Consideration of the Treasurer’s Report.
6. Consideration of the election of the following offices:
 - a. Chairman.
 - b. Vice Chairman.
 - c. Treasurer.
 - d. Secretary.
7. Consideration of the Historical Commission updates:
 - a. Speakers Series.
 - b. 2018 Home and Garden Tour.
 - c. Museum Staffing.
 - d. Pewabic Tile update.
 - e. Centennial Tile discussion.
 - f. Then and Now booklet update.
8. Consideration of the City Commission Liaison Report.
9. Other Business.
10. 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, January 10, 2018

1. Meeting was called to order 7:05 pm by James Koeppen.
2. In attendance: Amber Herrick, Jessica Herzig, James Koeppen, Eric Krogol, Nick Kokotovich, Conrad Stack and John Wright. Missing: Lauran Howard and Don Daniels. Also in attendance: Amy Drealan – City Clerk.
3. Consideration of November 1, 2017 meeting minutes: Motion to approve by Amber Herrick, second by John Wright. All in favor.
4. Public Comments – Items not on the Agenda:
 - a. Light project in Stevenson Park is on its way and we needed to kick in \$1,850.00 more. Voted on it and James Koeppen motion to approve and John Wright second. All approved.
5. Treasurer’s report for November 2017 by Conrad Stack: Revenues: \$1,383.59; Expenditures: \$11,160.84; Ending balance: \$5,731.58. Motion to approve by Nick Kokotovich, second by James Koeppen. All in favor.
6. Consideration of the Historical Commission updates:
 - a. 2018 Home and Garden Tour
 - i. The 2018 tour is planned for June 2nd from 10:00 am – 4:00 pm.
 - ii. Current status for 2018 tour:
 1. 6 Norwich **confirmed**
 2. 21 Norwich **confirmed**
 3. 3 Oxford **confirmed**
 4. 3 Poplar Park **confirmed**
 5. 27 Oakdale – **confirmed**
 6. 22 Devonshire – **confirmed** (Sandy)
 7. 85 Amherst garden **confirmed** (Stacey S.)
 - iii. **(Need to do)** Send letter to confirmed homes thanking them along with blue Pewabic ornament. Jessica Herzig motion to approve, second by Amber Herrick. All in favor.

- iv. Afterglow Budget previously decided.
 - 1. Budget limited to \$1,000.
 - 2. Lauran Howard will host Afterglow at her home on Oakland Park Blvd.
- v. 2018 Ticket Prices previously decided.
 - 1. Day of tour \$25, purchased in advance \$20 and docent \$15. All in favor.
- vi. Book Printing
 - 1. Amber Herrick checked with her contact at Birmingham schools and was told they can print the books for \$740. Jessica Herzig to reach out to High School to see if she could find anyone to edit the book. John Wright to handle the homeowner write ups and then have one-person review all of them and make suggestions.
- b. Museum Staffing
 - i. Third Saturday of the month from 10:00 am – 12:00 pm.
 - 1. January 20, 2018 – Nick Kokotovich and Conrad Stack
 - 2. February 17, 2018 – Amber Herrick and Conrad Stack
 - 3. March 17, 2018 – Jessica Herzig
 - 4. April 21, 2018 - Eric Krogol and TBD
 - ii. General museum notes: The property database is available on CD for Historical Commissioners to send home files. \$10 donation to email home files. The person holding the museum key should bring it to our meeting and give to the next person opening the museum. A few days prior to the museum opening, do a Facebook post notifying residents when it will be open.
 - iii. Have Scott come and show the database in a future meeting for new members – Pending.
- c. Centennial Home Tiles
 - i. The expense will become too great to continue to provide for free to every Centennial home, discussed other options (changing the tile, sharing costs with residents, etc.)
 - ii. Lauran will price out a couple of options to see how it prices out with different tile sizes/styles, show total cost (8 inch round, 6 inch round, 5 inch round and 4 inch square.) Will bring to the future meeting.

- iii. We were incorporated as a village in 1919, could be a potential cutoff date for the current tile we are providing free to homeowners with 100-year-old homes.
- d. Speaker Series Ideas:
 - i. Nick Kokotovich – People interested in Kit homes.
 - ii. Lauran Howard – Grosse Point War Memorial did something ‘We Love Our Old House’.
 - iii. John Wright – Old house in an old town.
 - iv. Researching your old home. Nick Kokotovich has a lot of notes on what he has done, will think about ways to make presentable.
 - v. We are willing to offer a stipend for up to \$100 for the speaker.
- 7. Consideration of the City Commission Liaison Report:
 - a. N/A
- 8. Other Business:
 - a. Lighting project
 - a. The Historical Commission, Garden Club and Foundation Stephenson Park lighting project – completed.
 - b. The Historical Commission website needs to be re-created and linked to the city’s main site. The date of the 2018 home tour is incorrect and needs to be fixed by the city.
 - c. Nick Kokotovich spoke with Scott Pietrzak about doing a Google drive for our documents. Will follow up with him again. Subject to Freedom of Information Act.
- 9. Adjournment at 8:04 pm. Motion by Amber Herrick, second by Conrad Stack. All in favor.

Pleasant Ridge Historical Commission
Meeting Minutes
Wednesday, February 7, 2018

1. Meeting was called to order 7:00 pm by Jessica Herzig.
2. In attendance: Amber Herrick, Don Daniels, Jessica Herzig, Lauran Howard, James Koeppen, Eric Krogol, Nick Kokotovich, Conrad Stack and John Wright. Missing: None. Also in attendance: Amy Drealan – City Clerk and Bret Scott – City Commission Liaison.
3. Public Comments – Items not on the Agenda:
 - a. None
4. Pewabic – Centennial Home Tiles, February 7, 2018 meeting.
 - a. Pewabic Tile made 44 Pleasant Ridge Centennial Home Tiles by mistake, offered we buy them at 50% off at \$40.00 each, total amount \$1,760.00 – looked at samples that Lauren Howard brought in. We all voted yes and for Blue/Green color for them.
5. Adjournment at 7:50 pm.



City of Pleasant Ridge
23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

From: Amy M. Drealan, City Clerk
To: Jim Breuckman, City Manager
Date: March 7, 2018
Re: Historical Commission Treasurer's Report

Below is the January and February 2018 Historical Commission Treasurer's Report. Here is the detail for the revenues and expenses listed:

Beginning Balance	\$ 5,731.58
Revenues	
Sales	
Pewabic Tile Sales	\$ 60.00
Interest Income	
Interest Allocation	\$ 3.36
Contributions & Donations	
Museum Donations	\$ 10.00
Expenditures	
Sales Tax Expense	
Tax on tile sales	\$ (23.20)
Building Maintenance & Repairs	
Museum Cleaning	\$ (75.00)
Capital Outlay	
Stevenson Park Lighting	\$ (1,850.00)
Ending Balance	\$ 3,856.74

Also, the Historical Commission has, at previous meetings, voted to earmark the following allocations:

Museum Porch Repair – up to \$300.00. This is contracted with RUOK Company and will occur when the weather breaks.

Home and Garden Tour Afterglow Party – up to \$1,000.00.

Pewabic Pottery tile order - \$1,760.00.

These amounts have not been deducted from the balance above. There will be additional revenues when the home and garden tour ticket sales begin.

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