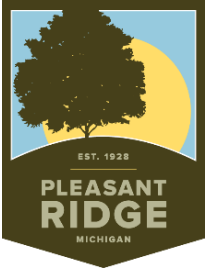


Pleasant Ridge Historical Commission
Meeting Minutes
Wednesday, June 7, 2017

1. Meeting was called to order 7:05 pm by Jessica Herzig.
2. In attendance: Cathie Gillis, Amber Herrick, Jessica Herzig, Lauran Howard, James Koeppen, Nick Kokotovich, John Wright and Conrad Stack. Missing: Don Hoefler. Also in attendance: Bret Scott – City Commission Liaison, Amy Drealan – City Clerk and Darren Humphreys.
3. Consideration of May 3, 2017 meeting minutes: Motion to approve by James Koeppen, second by John Wright. All in favor.
4. Public Comments – Items not on the Agenda: None
5. Treasurer’s report for May 2017 by Conrad Stack: Revenues: \$1747.00; Expenditures: \$767.66; Ending balance: \$15,186.67. Motion to approve by James Koeppen, second by Jessica Herzig. All in favor.
6. Consideration of the Historical Commission updates:
 - a. Speaker Series
 - i. John Wright and Scott Pietrzak are preparing presentation on the history of the Pleasant Ridge pool. The session is scheduled for Wednesday, August 2, 2017. Notification will be in the summer Ridger.
 1. Topics to be included:
 - a. Use of 4 Ridge prior to 1960. (PR Then And Now)
 - b. Recreation in PR
 - c. First pool and early community center 1960
 - d. Stock certificates
 - e. Bath house 1992
 - f. Bath house replacement, community center addition, second pool (2003 vote, 2004 construction)
 2. Visuals:
 - a. News clips, pictures, “vote no” flyer, “vote yes” pins, swim show flyers, videos of meets and swim shows
 - b. 2017 Home and Garden Tour
 - i. 2017 tour date is June 10th from 10:00 am – 4:00 pm.
 - ii. See detailed notes at the end of this document.

- c. Museum Staffing
 - i. Third Saturday of the month from 10:00 am – 12:00 pm.
 - 1. June 10, 2017 – Jim Koeppen (during ticket sales 10:00 am – 2:30 pm)
 - 2. Museum closed in July and August
 - ii. The property database is available on CD for Historical Commissioners to send home files. We will also see if we can put these files in the cloud or private network so we can access from home.
 - iii. General museum notes: \$10 donation to email home file. 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, have someone do a Facebook post notifying residents when it will be open.
 - iv. Have Scott come and show the database in a future meeting for new members.
 - d. Lighting in Parks
 - i. James Breuckman has not received anything back from Illuminart yet. He will schedule a meeting with key stakeholders to ensure everyone is on the same page once he has a proposal. The Foundation has not been approached. Luran has reminded Robert Campbell of the process.
7. Consideration of the City Commission Liaison Report by Bret Scott:
- a. Norwich construction is in progress.
8. Other Business:
- a. Centennial home article running in Detroit News, date to be determined.
 - b. Don Hoefler will coordinate a full re-vamp of the Historical Commission website with Scott Pietrzak.
9. Adjournment at 7:58 pm. Motion by Cathie Gillis, second by John Wright. All in favor.



City of Pleasant Ridge

Amy M. Drealan, City Clerk

From: Amy M. Drealan, City Clerk
To: Historical Commission Members
Date: May 1, 2017
Re: 2017 Home and Garden Tour Items

House Captains/Tour Assignments

Below is the list of confirmed properties for the Home and Garden Tour. At this time house captains should be assigned so that docents can be recruited.

- The House Captain is responsible for determining docent shifts (2 or 3 hours) and number of docents per shift. Then he/she needs to obtain and schedule docents.
- Jessica has updated the Docent and Homeowner letters. Gifts include 2 tour tickets.
- Discounted price for docents will be \$10. Amy will assign discount code so we can tell the docents.

Address	Captain
40 Kensington	Amber Herrick – 3 docents per shift
85 Wellesley	Jessica Herzig – 3 docents per shift
77 Wellesley	Conrad Stack – 3 docents per shift
36 Oakland Park	Lauran Howard – 5 docents per shift
8 Kenberton	John Wright – 4 docents per shift
130 Maplefield	Nick Kokotovich – 4 docents per shift
51 Oakdale	Cathie Gillis – 3 to 4 docents per shift
Ticket Sales	Don Hoefler (Amy & Darren will be on site)
Museum Staff	James Koeppen

Homeowner gifts

Gifts for the homeowners will need to be ordered. A member of the Commission will need to spearhead this item.

- Sandy Johnstone is going to take care of the stones. Don will invite Sandy to the Afterglow.
- Don Hoefler and Jim Koeppen will take care of the frames with State of the Art.
- No tiles this year as inventory is low.

Afterglow

- Don & Jim will host afterglow at 5:00 pm, 12 Oxford Blvd
- George Fischer will take care of the food catering
- Don Hoefler will take care of beer, wine and water (Holiday may allow some returns if unused)
- Budget is \$1,000 for food and beverages
- Conrad will get pub tables (all – 2?), covers, 3 long tables and 20 chairs

Other Tour Details

- Conrad will get 2 tables, 4 chairs and 10x10 tent for ticket sales at City Hall from 10 am – 2:30 pm.
- Amy and Darren Humphrey will make sure there are tables, cash box and two iPads for ticket scanning.
- Restrooms will be available at the Community Center, the Gainsboro Shelter and City Hall.
- Parking along Ridge Road is for homeowner parking during construction and is noted as such.
- The Environmental Committee will be holding a plant exchange and sale in Gainsboro Park from 8a – 1p. (will be on map in tour book)
- Graduation party on Wellesley starting around 3:00/4:00.
- Garden Club will have water at City Hall, Luran will coordinate with Garden Club.
- Security: House Captains to let homeowners know to put small valuables away (or ensure docent in rooms where concerns) and include a note in docent letter.
- People will need to take off their shoes at a couple of the houses. \$9 for 100 shoe covers – 4 boxes to be ordered by Darren and Amy and can be kept at each house that needs them:
 - 40 Kensington
 - 36 Oakland Park Blvd
 - 130 Maplefield
 - 51 Oakdale