

Pleasant Ridge Historical Commission  
Meeting Minutes  
Wednesday, May 2, 2018

1. Meeting was called to order 7:07 pm by Lauren Howard.
2. In attendance: Don Daniels, Jessica Herzig, Amber Herrick, Luran Howard, James Koeppen, , Nick Kokotovich, Conrad Stack and John Wright. Missing: Erik Krogol. Also in attendance: Brett Scott – City Commissioner and Amy Drealan – City Clerk.
3. Consideration of April 4, 2018 meeting minutes: Motion to approve by Amber Herrick, second by Jessica Herzig. All in favor.
4. Public Comments – Items not on the Agenda:
  - a. Pleasant Ridge Historical Museum porch will be fixed on May 19. The sign is still pending quotes. A banner will be placed to cover the damage the sign has.
5. Treasurer’s report for April 2018 by Conrad Stack: Revenues: \$40.42; Expenditures: \$2,190.00; Ending balance: \$1,708.74. Motion to approve by James Koeppen, second by Amber Herrick. All in favor.
6. Consideration of the Historical Commission updates:
  - a. 2018 Home and Garden Tour
    - i. The 2018 tour is planned for June 2<sup>nd</sup> from 10:00 am – 4:00 pm.
    - ii. Current status for 2018 tour:
      1. 6 Norwich **confirmed** – House Captain – Don Daniels
      2. 21 Norwich **confirmed** – House Captain – James Koeppen
      3. 3 Oxford **confirmed** – House Captain – Conrad Stack
      4. 27 Oakdale – **confirmed** – House Captain – Nick Kokotovich
      5. 22 Devonshire – **confirmed** (Sandy) – House Captain – John Wright
      6. 85 Amherst garden **confirmed** (Stacey) – House Captain – Lauren Howard
      7. Tickets/Cash – Amber Herrick and Eric Krogol
      8. Cathie Gillis has the Pleasant Ridge Home Tour mail signs in her garage, Cathie and Conrad Stack will set them up for the home tour.
      9. Secure Docents.
      10. Docent letter – Lauren Howard

11. Media form – Every household to sign off on. Jessica Herzig will update us on the Media Blast about the tour.
  12. Amy Drealan – will order more shoe booties for the tour. Amber will order containers for the booties.
- iii. Afterglow Budget previously decided.
    1. Budget limited to \$1,000.
    2. Luran Howard will host Afterglow at her home on Oakland Park Blvd.
  - iv. 2018 Ticket Prices previously decided.
    1. Day of tour \$25, purchased in advance \$20 and docent \$15. All in favor. Media has this information.
  - v. Book Printing
    1. Nick Kokotovich and Jessica Herzig will project manage the book edit/printing. Drop dead date for proof is May 10<sup>th</sup>. Drop dead date for hardcopy is May 18<sup>th</sup>.
    2. Write up need to be done last weekend in April.
    3. Home Pics for the book – Nick Kokotovich to get pics from Tom Treuter and forward to State of Art Framing.
    4. Advertising – James Koeppen
      - a. Amy Drealan – will invoice the advertisers
- b. Museum Staffing
    - i. Third Saturday of the month from 10:00 am – 12:00 pm.
      1. May 19, 2018 – John Wright
      2. June, day of tour - Amber Herrick and Eric Krogol
    - ii. General museum notes: One key and Chairperson is responsible for the key.
    - iii. Have Scott come and show the database in a future meeting for new members – Pending.
  - c. Speaker Series Ideas:
    - i. Kit homes – Set for Aug 9, 2018 7PM and advertise at the Home Tour
    - ii. 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 – Brett Scott missing from meeting.
  8. Other Business:

- a. Pleasant Ridge Then and Now Book – 1981
  - a. Jessica Herzig will talk to her contact and see if she would like to revamp or create a new one for Pleasant Ridge. Add 696, parks and new resident stories.
  - b. Pleasant Ridge Manager Jim Breuckman stated in an e-mail to Chairperson Lauren Howard that the “Then and Now” book project would be a Historical Commission charge per the Charter.
  - c. Nick Kokotovich will scan the “Now and Then” book to a pdf file for Amy Drealan by May 15<sup>th</sup>.
  - d. We have 5 boxes of these books – talked about giving them out for free with a purchase of tiles at the home tour in June.
  - e. Stated that the Pleasant Ridge Historical Commission needs to come up with a “Mission Statement”
9. Adjournment at 8:17 pm. Motion by James Koeppen, second by Amber Herrick. All in favor.

