

Pleasant Ridge Historical Commission  
Meeting Minutes  
Wednesday, September 5, 2018

1. Meeting was called to order 7:05pm by Lauren Howard.
2. In attendance: Don Daniels, Amber Herrick, Luran Howard, James Koeppen, Erik Krogol, Nick Kokotovich and John Wright. Missing: Brett Scott – City Commissioner. Also, in attendance: Amy Drealan – City Clerk.
3. Consideration of June 6, 2018 meeting minutes: Motion to approve by Erik Krogol, second by Don Daniels. All in favor.
4. Public Comments – Items not on the Agenda:
  - a. N/A
5. Treasurer’s report for June 2018 by James Koeppen: Beginning balance: \$4,070.91; Revenues: \$5,202.97; Expenditures: \$2,906.74; Ending balance: \$7,382.54. Motion to approve by Nick Kokotovich, second by John Wright. All in favor.
6. Consideration of the Historical Commission updates:
7. Discussed Pleasant Ridge Historical Home Tour – see attachment for details.
  - a. Museum Staffing
    - i. Third Saturday of the month from 10:00 am – 12:00 pm.
      1. Oct 20, 2018 – John Wright
      2. Nov 6, 2018 – Election Day
      3. Dec 3, 2018 – Need extra folks – Tree Lighting – Winter Village set up by Carol and Conrad.
8. Consideration of the City Commission Liaison Report:
9. Other Business:
  - a. Pleasant Ridge Then and Now Book – 1981
    - a. Updated pics, 100-year-old homes for 2019. List of volunteers.
    - 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. – Would like this project completed by Fall 2019.

- c. Stated that the Pleasant Ridge Historical Commission needs to come up with a “Mission Statement” – Sub Committee: John Wright, Lauren Howard, Erik Krogol and Amber Herrick.
  - d. 100-year tiles for the city: Dec 2018 City meeting, Amber Herrick will do power point, John Wright will be the presenter.
  - e. Lauren Howard sent an e-mail to have a notice/article in the Ridger that we have three open positions, tiles for sale on election day. The city tree lighting and winter village date.
  - f. Taming the Chaos: All agreed that this needs to be completed by everyone and needs to be done by fall of 2019. Signing up staffing schedule to keep organized. (toss out box, bring to a meeting box and catalog everything that is kept at the same time) Talked about buying a new scanner for better organized museum.
  - g. John Wright will research how Ferndale Historical Commission keeps their data organized and cataloged. Erik Krogol will check with Douglas and Saugatuck for insight.
  - h. City is looking into redoing the park signs and will let us know.
10. Porch: Fix for \$800.00 – Motion to approve by Don Daniels, second by Nick Kokotovich. All in favor.
11. Next Year Home Tour: Pending Yes or No
- a. Concentrate on organizing and cataloging museum, Then and Now book, 100 year old tile form and mission statement.
  - b. Lauren Howard and James Koeppen stated that the list above is enough for 2019, rest of commission will vote on this issue at Oct 2018 meeting.
12. Adjournment at 9:20 pm. Motion by James Koeppen, second by Amber Herrick. All in favor.