



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

Pleasant Ridge Historical Commission
Tuesday, November 27, 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 Tuesday, November 27, 2018, at 7:00 p.m., at the **Pleasant Ridge City Hall, in the City Commission Conference Room, 23925 Woodward Avenue, 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, October 3, 2018.
4. PUBLIC COMMENTS – Items not on the Agenda.
5. Consideration of the Treasurer’s Report.
6. Consideration of the Historical Commission updates:
 - a. Museum and Tree Lighting Staffing.
 - b. 2019 Home and Garden Tour.
 - c. Museum Porch Repairs.
 - d. Reappointment interest.
 - e. Mission Statement Subcommittee
7. Donation confirmation letter/receipt.
8. Dinner for outgoing members.
9. Consideration of the City Commission Liaison Report.
10. Other Business.
11. 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.

*Note – this meeting was rescheduled from Wednesday, November 7, 2018

Pleasant Ridge Historical Commission
Meeting Minutes
Wednesday, October 3, 2018

1. Meeting was called to order 7:04PM by Nick Kokotovich.
2. In attendance: Amber Herrick, James Koeppen, Erik Krogol, Nick Kokotovich and John Wright.
Also, in attendance: Ann Perry – City Commissioner. Missing: Lauran Howard, Don Daniels, Brett Scott – City Commissioner and Amy Drealan – City Clerk.
3. Consideration of September 5, 2018 meeting minutes: Motion to approve by Amber Herrick, second by Conrad Stack. All in favor.
4. Public Comments – Items not on the Agenda:
 - a. N/A
5. Treasurer’s report for September 2018 by Conrad Stack: Beginning balance: \$7,382.54; Revenues: \$67.12; Expenditures: \$100.00; Ending balance: \$7,349.66. Motion to approve by James Koeppen, second by John Wright. All in favor.
6. Consideration of the Historical Commission updates:
7. Discussed Pleasant Ridge Historical Home Tour – Voted on “**Approved**”, weekend after Labor Day. Sub-committee for Summer meetings.
 - a. Museum Staffing
 - i. Third Saturday of the month from 10:00 am – 12:00 pm.
 1. Nov 6, 2018 – Election Day 7am-8pm (breeze way set up to sell tiles)
 - a. Lauren Howard and Amber Herrick morning shift. Conrad Stack and Erik Krogol afternoon shift.
 2. Dec 3, 2018 – Need extra folks – Tree Lighting – Winter Village set up by Carol and Conrad. 6pm for Lauren Howard, James Koeppen, John Wright to help out with Santa and Scott Pietrzak with the pictures.
8. Consideration of the City Commission Liaison Report: 100 Year celebration, city Chair is Amanda Wahl.
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. – Project must be completed before the 100 Year Celebration Party, fall of 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. 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) All agreed on buying a computer and a new scanner for better organized museum. Program Past Perfect was discussed but not sure about the price. Erik Krogol will find out. Also discussed setting up a simple excel spreadsheet on the new computer and back up will be stored in the city building.
 - e. Out of town purchases of tiles will be handled by the city clerk Amy Drealan. Payment and shipping.
 - f. John Wright stated we should have a note in the Ridger that we are looking for homes for the 2019 Pleasant Ridge Historical Home Tour.
 - g. Amber Herrick will be working on a form, so residence can order a copy of their house picture from us. We can then get a copy done at Birmingham Camera. Amber to check on the cost that will be pasted on the resident. This will help get a good 5x7 or 8x10 copy.
 - h. Next Speaker series ideas – Author Sean Doerr about his book and research “Lost Detroit: Stories Behind the Motor City’s Majestic Ruins. Another idea was to have local resident Charlie LeDuff discuss his books and Detroit.
10. Porch: Fix for \$800.00 – Motion to approve by Don Daniels, second by Nick Kokotovich. All in favor. Pending quotes and estimated time of completion from Amy Drealan.
11. Next Year Home Tour and approved projects:
- 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 voted yes. Home Tour is on for next year pending enough homes. 4 or more was agreed on.
 - c. John Wright will pick up the Pleasant Ridge Home Tour signs from Cathie Gillis and store them in his garage for next year tour.
12. Adjournment at 8:35PM, Motion by James Koeppen, second by Eric Krogol. All in favor.



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

From: Amy M. Drealan, City Clerk
To: Jim Breuckman, City Manager
Date: November 5, 2018
Re: Historical Commission Treasurer's Report

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

Beginning Balance	\$ 7,349.66
Revenues	
Sales	\$ 160.00
Pewabic Tile Sales	
Contributions	\$ 136.25
Museum Donations	
Expenditures	
None	
Ending Balance	\$ 7,645.91

Also, the Historical Commission has, at previous meetings, voted to earmark the following allocations: Museum Step Repair – up to \$300.00 – step has been placed but not paid for, and Museum Porch repairs/replacement, up to \$800.00. Also, Contractor will be installing a larger step at no additional cost.

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

Report of Mission Statement Committee

The mission statement committee met at the Historical Museum on Tuesday, October 23 at 5:30. Erik, Amber, John and I reviewed proposed mission statements and also books that Eric supplied which gave us ideas about what a mission statement should be. We came up with the following as a draft:

Mission Statement of the Pleasant Ridge Historical Museum

The museum is committed to preserving and exhibiting information and items of historic value relating to the homes and residents of the city of Pleasant Ridge.

Version 2

Mission Statement of the Pleasant Ridge Historical Museum

The museum exists to preserve and exhibit information and items of historic value relating to the homes and residents of the city of Pleasant Ridge.

We will discuss this at our November meeting but will not vote on it until we have more time to review it and to get the input of the new members of the commission. The final statement will have to be adopted by the city commission as well so we want to make sure Brett has some input.