

Pleasant Ridge Historical Commission

October 3, 2019

1. Meeting called to order- 7:05
2. Roll Call- In attendance: Erik Krogol, John Wright, Samantha Chapman, Lauran Howard, Nick Kokotovich, Lisa Wetzen, Don Daniels, City Commission Liaison Bret Scott, Administrative Clerk Kirsten Emsley. Present by phone Jaclyn Huffman, absent, Amber Herrick.
3. Minutes: Regular Meeting Minutes held September 4, 2019. Motion to approve, Lisa Wetzen, second, Don Daniels. Approved unanimously.
4. Public Comments: In attendance, Cathie Gillis. No Public comments.
5.

Treasurer's Report (attached), Ending Balance \$15,150.82. Final Home Tour after glow party expenses not included on September report, also waiting for payment of Home Tour book ad from Kramer Jewelers. Motion to approve September Treasurer's Report, Don Daniels. Second, Samantha Chapman. Motion approved unanimously.
6. Historical Commission Updates:

a. Election Day and Tree Lighting Staffing. Remaining centennial tiles to be sold outside election polls by Lauran Howard and Sara Edwards. Tree Lighting Ceremony in December staffing to be determined at November Historical Commission meeting. Christmas village display inside Museum to be set up again by Conrad Stack and Carol Boyd.

b. Home and Garden Tour Wrap Up: Lisa Wetzen provided flowers for Home Tour staging area day of tour. Motion to reimburse Lisa Wetzen \$46.47 by Don Daniels, second Nick Kokotovich. Motion approved unanimously. Advertising: Booklet ad sales double 2018. Letter to potential advertisers very successful. Next year ask advertisers to provide their own creative. Send 2019 advertisers a copy of tour booklet with their thank you letter. Fall vs. Spring Tour, Commissioners prefer fall date for future tours, eighty percent of guests also like fall date. No clear date for 2020 reached due to college football date conflicts. 2020 Date to be determined in November. Ticket Sales Difficult for docents to purchase their tickets ahead of tour_date due to City Hall Friday closures, need to get this fact out to docents earlier. Guests loved ticket sales and wristband pickup at Community Center. Thanks to Shawnee for furnishing water at ticket purchase site on a 90-degree day! Open Community Center sales area earlier next year. Signs Red wooden home/garden identifier signs too small...need something larger next year, place with more clear indication of home/garden entrance. Add another 4'by8' banner next year closer to Woodward/Sylvan corner, with fewer wind slits. Keep "This Saturday" signage. "No Photography" signs needed at front entrance and on entry area tables in homes. Booties or Bags for guests for inside homes? To be determined. Ask docent to help sell tickets day of sale? TBD. Need list of local media and media contacts for publicity of home tour next year. Discussion of identifying homes before tour date or before guests pick up tour

books...plus and minuses on both sides of the table. Docent party more Sliders! Thanks to Robert Campbell, Daniels' Bob Obringer for supplying beer and wine. Thanks also to friends of Historical Commission for their donated party foods and services. "We served 85 people, more than last year but we had more houses. Having party at the recreation center was great. Easier for planners and good when it rained. More notes to come." Project Timeline suggested for future home tours.

c. *Pleasant Ridge Then and Now* Update: Commissioners compared 1981 booklet to glossy booklet sample. Glossy booklet would be a better format for pictures but would cost \$100 a page to produce or cost approx. \$5000. Commissioners favor new glossy format, Chairman Howard to get costs. *Then and Now* creators urged to sign off on book articles on Google Doc app. Next *Then and Now* book meeting October 24th.

d. Centennial Homes Presentation. Nineteen centennial homeowners to receive letter inviting them to December City Commission Meeting for presentation of 100-year home Pewabic tiles. John Wright to present. Request pictures of homes and use of large screen at presentation.

5. Exploration of Scholarship Awards.

No motion presented; no interest at this time.

6. City commission Liaison Report.

No report this month.

7. Other Business.

Matter presented to place Historical Commission's Mission Statement, Charter Quotation language and home and garden tour information on City website.

Motion made by Luran Howard, second John Wright, motion passes unanimously.

8. Adjournment.

Motion to adjourn by Luran Howard, second Erik Krogol, passes unanimously. Meeting

Adjourned 8:55

Respectfully submitted, John Wright, Recording Secretary