



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

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**Pleasant Ridge Historical Commission**  
**Wednesday, March 2, 2022**

Members of the Historical Commission and Residents: This shall serve as your official notification of the Regular Historical Commission Meeting to be held on Wednesday, March 2, 2022, at 7:00 p.m., at the Pleasant Ridge Community Center, 4 Ridge Road, 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. Minutes:
  - a. Regular Meeting Minutes held Wednesday, January 5, 2022.
4. PUBLIC COMMENTS – Items not on the Agenda.
5. Treasurer’s Report.
6. Historical Commission updates:
  - a. Pewabic Tile Report.
  - b. Museum Maintenance
  - c. Review of items from the museum
  - d. Then and Now update.
  - e. 2022 Home and Garden Tour.
7. Technology Discussion
  - a. Pleasant Ridge Historical Commission Website
  - b. Tape Conversion
  - c. Office 365
8. City Commission Liaison Report.
9. Other Business.
10. 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.

Pleasant Ridge Historical Commission  
Meeting Minutes: Wednesday, January 5, 2022

Pleasant Ridge Community Center  
4 Ridge Rd, Pleasant Ridge, MI 48069

1. Meeting was called to order at 7:20 pm by Chairman, Lauran Howard.
2. Members in attendance: Lauran Howard, Jaclyn Huffman, Colleen McKenna, Lisa Wetzen, Nick Kokotovich, City representative Kersten Emsley, Liaison Katy Schmier, Called in via Zoom: Don Daniels, Amber Herrick, Rosemary Spatafora
3. Approval of November 3, 2021 Meeting Minutes – Motion by: Lisa Wetzen, Second: Colleen McKenna, Motion passed unanimously.
4. PUBLIC COMMENTS – N/A
5. Treasurer’s Report – Don Daniels  
Motion to approve the November 2021 Treasurer’s report. Motion by: Colleen McKenna, Second: Nick Kokotovich, Motion passed unanimously.
6. Election of the following offices:
  - a. Chairman – Lauran Howard nominated – Motion by: Lisa Wetzen, Second: Colleen McKenna, Motion passes unanimously, Lauran elected.
  - b. Vice Chairman – Nick Kokotovich nominated – Motion by: Jaclyn Huffman, Second: Colleen McKenna, Motion passes unanimously, Nick elected.
  - c. Treasurer – Don Daniels nominated – Motion by: Nick Kokotovich, Second: Lisa Wetzen, Motion passes unanimously, Don elected.
  - d. Secretary – Jaclyn Huffman nominated – Motion by: Colleen McKenna, Second: Nick Kokotovich, Motion passes unanimously, Jaclyn elected.
7. Historical Commission Updates:
  - a. Pewabic Tile Report – Nada, between Covid and Christmas, Lauran was not able to connect with the Pewabic contact. Lauran will obtain tile color options and leave them at the museum for everyone to see them.  
Motion to purchase 50 ornaments from Pewabic for reselling to the community; HC will pay associated costs up to \$1,000. Motion by: Colleen McKenna, Second: Nick Kokotovich, Amend motion to 100 ornaments. Motion passes unanimously. \$3,525 potential total cost; \$35.25 at cost (no profit).  
Discussion: Determine resell cost at a later date.
  - b. Museum Organization – Roof repair looks great! Rosemary was happy with the results and work by the company, Bruttel Roofing. Discussion on best solutions for digitizing the museum, starting a Historical Commission website, etc. Colleen to work on assessing costs and what needs to be done to get the ball rolling on this process and bring findings to our March meeting.
  - c. Then and Now update (Committee: Nick Kokotovich, John Wright, Ralph Castelli, Kevin Donley, George Lenko, Bret Scott, Lauran Howard, Erik Krogol – former member) – Final draft to take place, Bret to review. Meeting next week to discuss

finding estimates for print. We're at the end of the line, finally! The most recent edition will potentially be available for the commission to review at March meeting. Bring out remaining stock of old issues to the museum for people to obtain if they'd like one. For clarification, Then and Now is a committee of the commission with community volunteers.

- d. 2022 Home and Garden Tour – Due to 3<sup>rd</sup> Covid wave, we should push for another year of Outdoor Sanctuaries.

Motion: Move to a second year of outdoor sanctuaries. Motion by: Colleen McKenna, Second: Lisa Wetzen, Motion passes unanimously.

Discussion: It will be difficult to get volunteers to commit to having people in their homes.

Notes: By March meeting, members try to gauge interest from fellow community members of hosting their sanctuaries.

8. Museum Visit Dates/Hours discussion

Notes: Lauran will open museum for January, Colleen will do February (depending on the state of Covid cases). Add additional times, not change what was already added on the city magnet/in The Ridger. Commission meeting evenings would be a great option, especially with people out walking. Start in the spring, open the hour before the meeting.

Motion: Consider opening museum 6:30-7:30 on the evening of the city commission meetings, April – October. Motion by: Colleen McKenna, Second: Lisa Wetzen, Motion passes unanimously.

9. Shared Google Drive training session workshop discussion

Notes: Set up workshop during our off month of February. We can do so over Zoom, Wednesday, February 2<sup>nd</sup>. Kersten to check if we can use the city's Zoom account. Nick will lead it.

10. City Commission Liaison Report

Notes: WELCOME KATY!! Oakland Park, gas mains being replaced. Citizens Advisory Committee has been chosen and will be notified ASAP, reviewing the written objectives as well as announcing the group facilitator at Tuesday's city commission meeting. Ask for new applicants to fill vacancy on our commission.

11. Other Business

Notes: Nick sent email about getting access to the State of Michigan Library card, free of cost to user. Access online archives. Nick to send link again. Nick was also able to access the Tribune archive. It's not organized well but he's finding some good stuff!

12. Adjournment

Meeting adjourned at 9:05 pm. Motion by: Colleen McKenna, Second: Lisa Wetzen, Motion passes unanimously.

Respectfully submitted by Jaclyn Huffman, Recording Secretary 1/5/2022



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From: Amy M. Allison, City Clerk/Asst City Manager  
To: Jim Breuckman, City Manager  
Date: March 2, 2022  
Re: Historical Commission Treasurer's Report

Below is the January & February 2022 Historical Commission Treasurer's Report. Here is the detail for the revenues and expenses listed:

<b>Beginning Balance</b>		<b>\$ 16,383.08</b>
	<b>Revenues</b>	
Interest		\$ 0.10
	Interest Income December & January	
	<b>Expenditures</b>	
Service Charges		
	Service Charges December & January	\$ (11.60)
Operating Supplies		
	Garden Tour Booklet Printing – Birmingham Public Schools	\$ (465.00)
	Pewabic Pottery	\$ (2,000.00)
<b>Ending Balance</b>		<b>\$ 13,906.58</b>

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