



Tualatin Hills Park & Recreation District

ADVISORY COMMITTEE MEETING MINUTES

Historic Facilities Advisory Committee Meeting

Date: June 15, 2010

Time: 1:00pm

Location: Stable

In Attendance

Committee Members: Jan Regnier (Chair), Macie Brightman, Diane Keaton, Bill O'Brien, Jim O'Connor and Willie Willworth\

Absent Member: Michael Wong

Staff: Lisa Novak, Allan Wells, Lynda Myers, and Brenda Peterson

- I. **Call to Order:** 1:00pm by Chair, Jan Regnier.
- II. **Approval of Minutes:** Motion: J. O'Connor moved that the minutes of May 2010 be approved as printed. Seconded: M. Brightman. Motion carried with a unanimous vote of the membership in attendance (quorum established).

- III. **Financial Report:** The May report was reviewed and discussed as prepared by the Accounting Department. Final Plant Sale figures to be completed for July meeting.

Challenge Grant: 2010-2011 project - Interiors.

IV. Agenda Items

Grounds Report – Allan

- Bridge and brick work is mostly complete at the Reflection Pond.
- New stairs behind the office of the Main House are complete. Park crews to come and paint.
- Jim is working 3 days a week as a part time employee. We hope to have the job posted soon.
- Annuals are planted and Natural Resources has visited to spray for poison oak and blackberries in the high traffic areas and pathways.
- Allan will check with Jim regarding the purchasing/planting of the dogwood trees/other tree varieties in the Rhododendron Garden from funds donated in memory of Clarence Smith.

Superintendent's Report – Lisa

- Invitation to the July 31 Party in the Park and Classic Car Show event at the HMT Recreation Complex. Take a look at all of the concerts and theaters in our parks as well.

Center Supervisor Report – Lynda

- First Garden Tour Committee meeting. This group will plan, collaborate, recruit volunteers and coordinate the Garden Tours for our Centennial Celebration in 2012.
- Lynda and Mike will hold their first informational meeting regarding Park Watch for the Jenkins Estate June 16.
- Patrons have signed up for a class at the Elsie Stuhr Center where Lynda and guests will be conversing about History in Beaverton. This will be an introduction to the Beaverton Historical Society and their desire for memoirs, historical documents and photos.
- Camp Rivendale orientation for volunteers and staff begin soon.
- Camp Rivendale is rented almost every Saturday and Sunday in July and August. We are happy to be very popular.

- The Jenkins Estate was awarded funds from the THPRD Sustainability Program. We have composting bins for fruit and vegetable scraps from our catered events and when the equipment shed's roof is replaced, solar panels will be installed to provide light inside.

Upcoming Events –Summer

August 3 Summer Celebration Concert

New Business: Committee Reports

Herb Garden:

- Allan is working with Willie to get the replacement plants for the Herb Garden.
- Signage was discussed. Some plant identification signs need to be replaced. The 4 quadrant descriptive signs should be replaced as well. Brenda will email the plant list to Jan.
- Pathways will be sprayed by Park Maintenance staff.

Rhododendron Garden:

- Looks great!

Fundraising Report: Willie

Plant Sale: *"From our garden to your garden. Plants of the Jenkins Estate"*

- Notes:
 - Contact the Rhododendron Society about adding some rhododendrons to our plant sale.
 - Some shade plants are still available.

Other

- Bookmark design looks good. Brenda will create an additional draft of the layout for the June meeting.
 - What should the sponsor fees be?
 - What should the time be? Annual, 6-months?
 - Where should the bookmarks be distributed?
 - What are the costs to make them? Receive bids for printing?
 - Create letter to potential vendors (photographers, florists, bakeries, planners, DJs, etc.)

History & Archiving: No report.

JQAY House: No report.

- Updates are provided on the Friends website: <http://cedarmill.org/JQAY//about.html>

Interiors: Diane & Jan

- Challenge Grant project for 2010/2011 – window treatments for 4 bedrooms in Main House.

Other New Business: Long Range Thoughts...

- Tabled: Discussion to change the annual fundraising goal to \$5,000 annually.

V. Old Business: None discussed.

- Lynda has met with Park Maintenance and members of the Optimist Club to discuss the woodpile storage as it relates to their volunteer work and the programming of the Estate. No final decision has been made.

VI. Next Meeting will be held on Tuesday, July 20 in the Main House.

No regular meeting scheduled in August. However...

Work Party at 4:00pm on Tuesday, August 17, spouses/families welcome.

Bring trowel, gloves – working in the Greenhouse, potting plants for Plant Sale.

Invite Carol Cartier.

The meeting concluded at 2:30pm

Respectfully submitted,

Brenda Peterson
Recording Secretary

**"History is writing it
down when you hear it."**

**Doug Grafe
Heritage Tree Council 2010**