



Tualatin Hills Park & Recreation District ADVISORY COMMITTEE MEETING MINUTES

Historic Facilities Advisory Committee Meeting

Date: November 16, 2010

Time: 1:00 pm

Location: Stable

In Attendance

Committee Members: Jan Regnier (Chair), Macie Brightman, Bill O'Brien, Diane Keaton and Willie Willworth
Absent Member: Jim O'Connor
Staff: Lisa Novak, Lynda Myers, and Allan Wells
Staff Absent: Brenda Peterson

I. Call to Order: 1:00pm by Chair, Jan Regnier.

Guest Time: None

II. Approval of Minutes: *Motion: B. O'Brien moved that the minutes of September, 2010 be approved as printed.*
Seconded: Diane Keaton
Motion carried with a unanimous vote of the membership in attendance (quorum established).
Motion: M Brightman moved that the minutes of October, 2010 be approved as printed
Seconded: B. O'Brien
Motion carried with a unanimous vote of the membership in attendance (quorum established).

III. Financial Report: The October financial statement as prepared by the Accounting Department was reviewed and discussed.

IV. Agenda Items

Grounds Report – Allan Wells

- Allan Wells reported that the geraniums that were thinned out of the beds have been set aside in the green house for the Advisory Committee plant sale.
- Aloha Garden Club has been working in the green house and herb garden.
- Head Gardner continues to map critical shut offs for utilities.

Superintendent's Report – Lisa

- \$10,000 has been budgeted for an engineering consultant to draw plans for restoration of the foundation on the JOAY house. Lisa has the name of a consultant and will set up a meeting with Lisa, Lynda and consultant to discuss.

Center Supervisor Report – Lynda

- The 37th annual Painter's Showcase was held in October at the stable. Painter's Showcase group were very happy with the show and resulting sales. Attendance was good.
- The annual Spooktacular children's event was held the day before Halloween. Again, attendance was good; the weather was mild with rain holding off until late in the day. New games were added this year. The pumpkin patch was a big hit with two tractors providing hay rides to the pumpkin patch.

- Staff will begin Holiday decorating in the stable and main house this week. All décor will be in place by November 27.
- Staff is preparing for Holiday Teas on December 4th & 7th.

New Business: Committee Reports

Herb Garden:

- Willie has been doing research on signs for the Herb Garden. Both the interpretive signs and the identification signs need some changes. Willie suggested that the Committee update those identification signs that need it. Bill O'Brien suggested that we may be able to move or add plants in places so that we don't have to re-do all of the signs. Allan Wells asked that the Committee think about one large interpretive sign that can be utilized by visual readers as well as Braille reader.
- *Motion: Willie Willworth moved that the Committee replace the identification signs that needed updating with a long range goal to upgrade the interpretive sign.*
Seconded: B. O'Brien
Motion carried with unanimous vote of membership in attendance (quorum established).

Rhododendron Garden:

- November 10th, six student volunteers from Aloha High School joined forces with the volunteers from the Tualatin Valley Rhododendron Society to plant 40 shrubs in the garden. These were plants that have been propagated from existing plants in the garden.

Fundraising Report: No report

History & Archiving: Jan

- Jan and Lynda have sorted all of the historic photos and placed in one box, ready for scanning. During discussion, Jan suggested that we might want to print copies of the old Jenkins pictures on foam board for display. Jan will research cost.

JOAY House: Lisa/Lynda

- Lisa and Lynda will meet with consultant to discuss process for restoring the foundation

Interiors: Diane & Jan

- New window treatments have been ordered as part of the Challenge Grant. Some materials are on backorder so target date for installation is January 31st.
- A new standing mirror has been purchased and is in the Bride's room. The old more masculine style standing mirror has been moved to the Groom's room.

Other New Business

December meeting

- Members decided not to meet in December and will meet again in January.

V. Old Business

Adopt a Road Program

- After a brief discussion the Committee decided not to pursue for Grabhorn Road due to the amount of traffic and danger along the roadway.

Naming of the stream on the Estate

- The committee will move forward on this.

Daffodil planting along Grabhorn Road

- After a discussion of the dangers of the road, Allan Wells suggested that the garden staff plant the bulbs taking suitable roadway safety measures, such as using a truck and coning/flagging for traffic control. Willie Willworth suggested that the Committee purchase the bulbs. Discussion.

- *Motion: Willie moved that the Advisory Committee spend up to \$100 for daffodil bulbs that the garden crew will plant in strategic places along Grabhorn Road.
Seconded: Macie Brightman
Motion carried with unanimous vote of membership (quorum established).*

VI. **Next Meeting will be held on** Tuesday, January 11, 2011.

The meeting concluded at 3:00 pm.

Respectfully submitted,

Lynda Myers
Center Supervisor

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