



Tualatin Hills Park & Recreation District ADVISORY COMMITTEE MEETING MINUTES

Historic Facilities Advisory Committee Meeting

Date: March 16, 2010

Time: 1:00 pm

Location: Main House

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, Lynda Myers, Jim MacDonald and Brenda Peterson
Staff Absent:	Allan Wells
Guest:	Bob Schulz

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

Guest Time: Lynda introduced Bob Schulz, Director of Development for both the Foundation and the Park District. Bob reiterated that he was looking forward to many relationships throughout the District.

II. Approval of Minutes: *Motion: J. O'Connor moved that the minutes of February 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 February report was reviewed and discussed as prepared by the Accounting Department.

IV. Agenda Items

Grounds Report – Jim MacDonald

- There is a great luxury this winter/spring to have additional grounds maintenance staff around. Jim has been able to tackle many "back-burner" projects.
- At the end of the month, NW Tree Service will return to the Estate to prune/thin the Japanese maples near the Main House. They will be donating the labor portion of their fee to the Estate.
Motion: M. Brightman motioned to use the \$400 donation by NW Tree Service to defray the costs of service for maintenance on the maple trees.
Seconded: W. Willworth; motion carried with a unanimous vote of the membership in attendance (quorum established).
- As a result of the winter weather, there are many shrubs and other flowers that are blooming and growing larger than usual.
- Invasive species such as English ivy, holly and honeysuckle (shrub type) are being removed from the core and natural areas.

- The Edward Center staff have returned as additional help on the grounds.
- The first of three bridge replacements (Bond Measure) should be completed by the end of March.
- Park staff are prepared for the Advisory Committee's work session on Tuesday, March 30.
- Update on Cottonwood at Fanno Farmhouse: the tree has been upgraded from a 12 point rating for safety (not so good) to about an 8 or 9 which is good. The City of Beaverton has checked the cabling and our arborist staff will continue to monitor the tree.

Superintendent's Report – Lisa

- Lisa reviewed the new Advisory Committee guidelines as they pertain to the Historic Facilities Advisory Committee.

Center Supervisor Report – Lynda

- The Children's Princess Tea was full at 91 guests (42 princesses) with a waiting list of 30 people.
- Camp Rivendale staff applications are being sent to some returning staff. The job posting is on the THRPD website.
- Lynda will be attending the Forest Grove Rotary meeting on Wednesday. She will have a PowerPoint presentation about the Jenkins Estate, our history and function.
- Oregon Travel Information Council/Heritage Tree Program will be dedicating the Elm trees on Friday, April 9 at 11:00am with a plaque and keynote speakers. Invitations to follow.

Upcoming Events – Winter/Spring

April 10	Tea in the Garden Tea Room
April 24	Rhododendron Show
May 8 & 9	Mother's Day Quilt Festival, Artisan Craft Fair and Plant Sale
August 3	Summer Celebration Concert

New Business: Committee Reports

Herb Garden: Lynda

- A small group from the Aloha Garden Club have been/will be present once a month.
- Bill mentioned that there was disappointment that the Oregon School for the Blind was no longer in operation. Maybe there can be outreach to other like organizations/agencies.

Rhododendron Garden: Lynda

- There are some very wet areas of the garden. Park staff have helped to raise four small beds. Staff have also helped with pruning and changing some old tiles in the garden.

Fundraising Report: Willie

Plant Sale

- Spring Plant Potting Party: Tuesday, March 30 from 2-4pm...all warm bodies welcome.

Other

- Michael submitted the first draft of the bookmark idea. A few changes were discussed. Brenda will forward ideas to Michael.

History & Archiving: Michael

- Michael sent “guidelines” for categorizing/reviewing the slides. A copy will be put in the “sewing room.”

JQAY House: Lisa

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

- While \$10,000 is being budgeted to hire an engineering contractor, discussion continues to whether the house will have plans developed for rebuilding the foundation or if the area will be a park in the interim of securing funds for the full renovation.

Interiors: Diane & Jan

- Diane is still researching photos for the living room. Macie and Jan will help with a visit to the Washington County museum.
- The Committee asks that the Building Maintenance staff look into adding a molding strip to the base of the television to hide the cords.
- *Motion: W. Willworth moved to have the Interiors sub-committee and program staff meet to finalize the redecoration details of the Bride’s room (including wallpaper, paint, repair or installation of window coverings and bench replacement) and final details in the other three bedrooms (repair or installation of window coverings), not to exceed \$2,000 in cost and in partnership with the THPRD Challenge Grant funds. Seconded: D. Keaton. Motion carried with a unanimous vote of the membership in attendance (quorum established).*

Other New Business: None discussed.

V. Old Business: **None discussed.**

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

The meeting concluded at 2:45 pm.

Respectfully submitted,

Brenda Peterson
Recording Secretary