



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

Pleasant Ridge Historical Commission
Wednesday, February 3, 2016

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, February 3, 2016, at 7:00 p.m., at the **Pleasant Ridge City Hall, City Commission Chambers, 23925 Woodward Avenue, 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. Consideration of the following minutes:
 - Regular Meeting Minutes held Wednesday, January 6, 2016.
4. PUBLIC COMMENTS – Items not on the Agenda.
5. Consideration of the Treasurer’s Report.
6. Consideration of the Historical Commission updates:
 - a. Speaker Series.
 - b. Home and Garden Tour.
 - c. Museum Staffing.
7. Consideration of the City Commission Liaison Report.
8. Other Business.
9. 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 6, 2016

1. Meeting was called to order 7:02 pm by Don Hoefler, Chair.
2. In attendance: Cathie Gillis, Jessica Herzig, Don Hoefler, John Horvat, Sandy Johnstone, Conrad Stack and John Wright. Missing: James Koeppen. Also in attendance: City Clerk: Amy Drealan.
3. Consideration of December 2, 2015 meeting minutes: Motion to approve by Jessica Herzig, second by Cathie Gillis. All in favor.
4. Public Comments – Items not on the Agenda: N/A
5. Treasurer’s report for December 2015 by John Horvat: Revenues: \$20.00; Expenditures: \$50.00; Ending balance: \$7,728.31. Motion to approve by Conrad Stack, second by Cathie Gillis. All in favor.
6. Consideration of the Historical Commission updates:
 - a. Speaker Series
 - i. There are no confirmed speakers at this time, so we will not request a date from City Hall. The following are ideas we have been tossing around:
 - ii. Don Hoefler and James Koeppen met with Dave and Sandra Smith on Oxford and obtained the remaining videos that aired on the cities government channel. They brought up the subject of the Smith’s doing a speaker series and they are thinking it over. Don Hoefler will contact Scott Pietrzak who has the rest of the videos which we believe may have been digitized.
 - iii. Don Hoefler will reach out to Benjamin Gravel who has a Facebook page “Historical Detroit Area Architecture” to see if he has any interest in speaking.
 - iv. James Koeppen will reach out to Dan Austin who wrote “Forgotten Landmarks of Detroit” or Gregory C. Piazza who wrote “A History of Detroit Palmer Woods” to see if they have interest.
 - v. John Wright will look into a session on how to research your home through the Burton Historical Collection at the Detroit Public Library.
 - vi. Bret Scott had a workshop at work on how to preserve digital memories. He feels there may not be enough content, but will bring to our February meeting to discuss possible speaker series.
 - b. Home and Garden Tour
 - i. June 4, 2016 will be the date for the next Pleasant Ridge Home and Garden Tour.
 - ii. We need to start everything earlier! Homes and gardens must be 100% confirmed by the April meeting which will give us two months preparation time.
 - iii. Cathie Gillis provided a list of possible homes/gardens for the 2016 tour. Amy Drealan will provide contact information for these homeowners. Jessica Herzig and John Wright will take the lead in confirming interest with the homeowners. Once interest in confirmed, they will get the Media Release Form signed and give the Pewabic tile and ornament gifts to the homeowner as a thank you. Sandy Johnstone will put together gift bags on January 16th when at the museum.

- iv. Jessica Herzig updated that Steve Wilke, Editor for Hour Detroit and Detroit Home, is still considering if there are any story opportunities.
 - c. Historical Museum Staffing
 - i. Third Saturday of the month from 10:00 am – 12:00 pm.
 - ii. Suggested donation to email house file is \$10, but we will do for free if no donation.
 - iii. The person holding the museum key should bring it to our monthly meeting and give to the next person opening the museum.
 - iv. The Wednesday prior to the museum opening, have someone do a Facebook post notifying residents when it will be open.
 - 1. January 16, 2016: Sandy Johnstone and Don Hoefler
 - 2. February 20, 2016: Conrad Stack and John Wright
 - 3. March 19, 2016: Jessica Herzig
- 7. Consideration of the election of the following offices:
 - a. Cathie Gillis nominated Don Hoefler for Chairman of the Historical Commission. Second by Conrad Stack. All in favor.
 - b. Cathie Gillis nominated John Wright for Vice Chairman of the Historical Commission. Second by Conrad Stack. All in favor.
 - c. Don Hoefler nominated John Horvat for Treasurer of the Historical Commission. Second by Sandy Johnstone. All in favor.
 - d. Don Hoefler nominated James Koeppen for Secretary of the Historical Commission. Second by John Wright. All in favor.
- 8. Consideration of the City Commission Liaison Report:
 - a. Workshop scheduled for January 19th to further discuss Pet Ordinances and if this is something the city should adopt or not. The meeting will be held at 4 Ridge.
 - b. There are 4 applicants to replace Carole Zupan's seat on the Historical Commission. The City Commission will hold a workshop/interviews and make the appointment in the February City Commission meeting.
- 9. Other Business:
 - a. The February meeting will be at City Hall in the City Commission Chambers.
 - b. Don Hoefler will coordinate a full re-vamp of the Historical Commission website with Scott Pietrzak.
- 10. Adjournment at 7:41 pm. Motion by Cathie Gillis, second by Sandy Johnstone. All in favor.



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From: Amy M. Drealan, City Clerk
To: Jim Breuckman, City Manager
Date: February 1, 2016
Re: Historical Commission Treasurer's Report

Below is the January 2016 Historical Commission Treasurer's Report. Here is the detail for the revenues and expenses listed:

Beginning Balance		\$ 7,728.31
	Revenues	
Donations		
	Mutch Donation	\$ 25.00
	Expenditures	
Building Maintenance		
	Museum Cleaning	\$ (50.00)
Sales Tax		
	Annual Sales Tax Return	\$ (6.23)
Ending Balance		\$ 7,697.08

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