



Tualatin Hills Park & Recreation District
ADVISORY COMMITTEE MEETING MINUTES

Jenkins Estate/Camp Rivendale/Fanno Farmhouse Advisory Committee Meeting

Date: June 12, 2007

Time: 1:00pm – 3:00pm

Location: Jenkins Estate – Stable

In Attendance

Committee Members: Joel Allen, Dean Bobinet, Tom Engel, Kate Nilan, Bill O'Brien
Absent Member: Jan Regnier (Chair), Jim O'Connor
Staff: Lisa Novak, Lynda Myers, Allan Wells, Brenda Peterson

I. Call to Order: 1:10pm by staff

Guest Time: The Committee met prospective new member Willie Willworth. Lynda introduced her and she spoke a little about herself. The Committee noted many wonderful links from her application to volunteer services here on the Jenkins Estate. Lynda thanked her for her interests and would be in contact regarding membership in the upcoming weeks. **MOTION:** The Committee voted to approve Willie's application and recommend to the Board of Directors to approve her to membership at their next regular meeting. Seconded, approved unanimously.

II. Approval of Minutes: The Minutes of May 2007 were approved as presented.

III. Financial Report: The May report was approved as presented by the Accounting Department. We need Plant Sale receipts from Farmington Gardens for reimbursement.

IV. Agenda Items

A. Grounds Report - Allan

- Staff is busy weeding, spraying, pruning and irrigating the lawns and gardens. They have fertilized the lawns and replaced plants that didn't survive the winter storms.
- Staff have replaced thorny roses at Fanno Farmhouse, so there won't be any wedding dress snags this year.
- Staff is working to get the old Camp Rivendale area ready for camp, which begins at the end of the month.

B. Superintendent's Report – Lisa

- The Fee Study is progressing with meetings and Board decisions. The June Board of Directors meeting will be on June 25th at the Stuhr Center.

C. Center Supervisor Report – Lynda

- Lynda mentioned that the Jenkins Estate will raise their fees to be consistent with the fee study. It will be a 3-year process to meet the 40% requirements. Lynda provided the Committee with a handout of venues and their comparable prices. This price change will be instated September 1, 2007 for events booked for September 2008 and any other event booked between those dates and after. Again, this will be a 3-year phased increase. Staff has also reduced the ½ rate months to 25% discounts for the

months of November, January and February. And in addition, staff has eliminated the in-District discount for all events.

- The Advisory Committee supports the decision of the Jenkins Estate Program staff.
- Camp Rivendale:
 - June 25 will be the ribbon cutting ceremony for the final phase of the Playground Equipment Installation. The dedication rock will be placed next week.
 - Kate asked about the needs for craft supplies. Lynda will have a better list of requested materials at the July meeting.
- Upcoming Events:

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|----------------|--|
| July 25, 2007 | Public Tea in the Garden Tea Room at the Gate House (full) |
| August 7, 2007 | Summer Celebration (formerly, Anniversary Concert) |

D. New Business: Committee Reports

Rhododendron Garden: Dean

Kate mentioned that she has met with the Rhododendron Society members and they will inventory the signs needed to order.

Herb Garden: Bill

Bill has ordered the sign holders and the Braille and typed signs for over 100 plants. He is looking to place the labels in the garden in the next month. Allan will be working with Park Maintenance staff to assist with the curb installation. Bill asks that if any member is in a garden store and sees scented geraniums, please let him know.

Fundraising Report: Plant Sale – Jan

- General thoughts: purchase a roll of plastic to use for car surfaces (good customer service), no need to try to sell stationery cards, use colored stakes for shade/sun plants for identification...
- Need to recreate the identity of the Plant Sale. Consider selling plants of the Estate again and/or herbs of the Estate with a story of purpose on the Estate...
- There was some discussion about another fundraiser to coincide with the Rhododendron Show. The Show uses the Main House at the end of April leaving the Stable open for “Blooms, Brews & Brats” or an event of the sort.

Archiving – Joel No report.

Historical – Jim O Tabled for the July or September meeting.

JQAY House – Jim O

Lisa and Lynda have been meeting with the Consultant Team regarding the Master Plan for the house. The first of three public meetings is scheduled next week at the Cedar Mill Library. There has been quite a bit of discussion regarding the programming of the house, as well as many questions about applying to be on the Historical Registry and considering the use recommendations from the Ad-Hoc Committee.

Interior – Jan No report.

V. Old Business **None.**

VI. Next Meeting will be held on Tuesday, July 10, 2007 at Fanno Farmhouse at 1:00pm.

The meeting concluded at 3:00pm.

Respectfully submitted,
Brenda Peterson
Recording Secretary