



Tualatin Hills Park & Recreation District
ADVISORY COMMITTEE MEETING MINUTES

Jenkins Estate/Camp Rivendale/Fanno Farmhouse Advisory Committee Meeting

Date: July 8, 2008

Time: 1:00pm – 3:00pm

Location: Main House

In Attendance

Committee Members: Jan Regnier (Chair), Macie Brightman, & Tom Engel
Absent Member: Willie Willworth, Jim O'Connor & Bill O'Brien
Staff: Lisa Novak, Lynda Myers, Allan Wells & Brenda Peterson
Staff Absent: none

I. Call to Order: 1:05pm by Chairperson, Jan Regnier.

Guest Time:

- Met prospective new member James (Jim) Metheney. Jim saw the ad in the *Valley Times*. (Staff aggressively advertised open positions for the Advisory Committee [4] in the 4 CPOs in the District, the *Valley Times* and the *Oregonian*.)
- Mike Fontenot, District Arborist, will be invited to be a guest speaker at the September meeting.
- Ron Mapes, Tualatin Valley chapter member of the American Rhododendron Society, will be invited to the October meeting.

II. Approval of Minutes: The Minutes of June 2008 approved as printed.

III. Financial Report:

The June reports were reviewed and discussed as prepared by the Accounting Department.

- The Committee discussed past and current projects to focus on this year to use available funds and Challenge Grant funds. Brenda and Jan will compile a list to continue discussion.

IV. Agenda Items

Grounds Report –Allan

- Three trees fell in the Rhododendron Garden. The red oak had a root disease and with heavy foliage, uprooted and took a Douglas fir and cedar to the ground. Park Maintenance contracted a crane to lift the log sections to minimize the damage to the garden. Park Maintenance crews will work to right the stumps for further evaluation. The volunteers will assess the damage and inventory for replacement needs.
- Continued turf maintenance and assistance from the Edward Center with garden details around the core area.
- The blooms of the Cut Flower Garden are strong and vibrant.
- Poison Oak:
 - Allan will assist in increasing the trail maintenance to a monthly rotation.
 - Allan will look into the cost of an outside contractor to assist in trail maintenance.
 - Program staff will work on signage, both temporary and permanent options for discussion.
- Staff will ask Jim about his estimated time of move for the kiosk from the front entrance to the Herb Garden.

Superintendent's Report – Lisa

- The Board of Directors voted unanimously to add a Bond Levy to the November 2008 ballot. Project information will be distributed in September and October.
- Party in the Park is a special event that occurs on July 26th at the HMT Complex.

Center Supervisor Report – Lynda

- Jim received the award for the 2008 Garden of Distinction at the Garden Club luncheon. Lisa will request time at the September Board of Director’s meeting to acknowledge the award. There was discussion to work with the Garden Club and Bob Wayt to place an article in an upcoming publication of the *Valley Times*. The Committee also discussed the possibility of adding wording, “2008 Garden of Distinction,” to the front sign.
- Program staff are hiring OLCC servers to have on staff for our events where alcohol will be served. This will be a benefit, as we will train these new staff in our customer service ways and to keep the events running smooth.
- Catering, building rentals and tea event prices will increase September 1 with the publication of the Fall Activity Guide.
- Other marketing for corporate events include Washington County Visitor’s Association (WCVA), the Chambers of Commerce for Beaverton & Hillsboro, the THPRD website and Activity Guide, trade shows, the WCVA VIP Dinner for Planners, and word-of-mouth. Brenda includes a Jenkins Estate magnet and brochure with each invoice mailed.
- Upcoming Events:

August 5	Summer Celebration & Concert by Michael Allen Harrison
September 20	Public Tea in the Garden Tea Room
October 5	Cider Festival at the JQAY House
October 9-12	Painter’s Showcase
October 19	Public Tea in the Garden Tea Room

New Business: Committee Reports

Gardens: No report.

The Plant Sale & Raffle:

Jan will be sending an email requesting Committee members to send her brainstorming ideas for tweaking the raffle and plant sale. Jan will compile the ideas and report to the Committee in September.

Archiving:

The goal will be to have a book of history for the Jenkins Estate and one for Fanno Farmhouse.

JQAY House: Cider Festival-Sunday, October 5 from 1-4pm.

V. Old Business None discussed.

VI. Next Meeting will be held on Tuesday, September 10 in the Gate House.

August meeting: Canceled – family work party in the garden and potluck on Tuesday, August 19.

The meeting concluded at 3:05pm.

Respectfully submitted
Brenda Peterson, Recording Secretary