



Tualatin Hills Park & Recreation District ADVISORY COMMITTEE MEETING MINUTES

Jenkins Estate/Camp Rivendale/Fanno Farmhouse Advisory Committee Meeting

Date: December 9, 2008

Time: 1:00pm – 3:00pm

Location: Stable

In Attendance

Committee Members: Jan Regnier (Chair), Tom Engel, Macie Brightman, Jim Metheney, Bill O'Brien, & Willie Willworth
Absent Member: Jim O'Connor & Michael Wong
Staff: Lynda Myers, Jim MacDonald & Brenda Peterson
Staff Absent: Allan Wells & Lisa Novak

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

Guest Time: none

II. **Approval of Minutes:** The Minutes of November 2008 approved as corrected.

III. Financial Report

The November report was reviewed and discussed as prepared by the Accounting Department.

- Donations to Camp Rivendale will be given a new line specifically used for programming.
- **Motion:** The Committee approves the purchase of two (2) multi-media projectors from Office Max, at \$749.00 each, to replace the tired machine purchased in 2001 and for the use as a rental item during corporate meetings or social events. This is a loan and the Jenkins Estate staff will repay the cost of the projectors on a per rental basis. Seconded and unanimously approved.

IV. Agenda Items

Grounds Report –Jim

- The bench ceremony, dedicated to the Tualatin Valley Chapter of the Rhododendron Society, will be rescheduled for Saturday, April 25, during the Rhododendron Show. The weather will be better and we will have the maximum volunteers from their membership onsite, including the valuable Thursday morning crew.
- Winter maintenance continues, including leaf and needle cleanup. The apple orchard and roses will be attended to in January.
- The application forms for the Heritage Tree nomination are being completed. Mike Fontenot, THPRD Arborist, will attend your meeting in January for a final presentation before it is submitted.

Superintendent's Report – provided by Lynda

- Jim McElhinny, Director of Park and Recreational Services, requested input from the Committee in reference to possibly naming the playground equipment at Camp Rivendale after Cynthia Payne.
- It was the consensus of the Committee that this is probably a very good idea and gesture, but they would like to revisit the concept of the idea in April. Not everyone

was in attendance at this meeting and this will allow time to process the suggestion and make sure that naming something after a person of distinction follows all policies and procedure in place within the Park District.

Center Supervisor Report – Lynda

- Holiday Teas were successful. Brenda will report on the Boutique sales in January.
- Staff are preparing for the Centennial Celebration in 2012. Program staff and Building and Park Maintenance staff are combining efforts to put together a budget document planning for the next three (3) years. Lynda will bring more information in January.
- The plaque for Clarence and Shirley will be presented to them tomorrow night at the Staff/Volunteer dinner. The plaque reads: *Presented to Clarence & Shirley Smith -- In Recognition and Appreciation of Loyal and Valuable Service to Tualatin Hills Park and Recreation District and the Jenkins Estate's Rhododendron Garden -- 1982-2008 -- Our Best Wishes and Heartfelt Thanks Accompany this Expression of Gratitude*
- Lynda would like you to take note of the Advisory Committee structure pages attached to the agenda. This information was provided in the December 8th Board documents. More information to come.

Upcoming Events – Winter/Spring

January 24	Public Tea in the Gate House
February 13	Chocolate Fantasy
February 21	Public Tea in the Gate House
March 7	Princess Tea (<i>moms and daughters</i>)
March 14	Wine Dinner
April 25	Rhododendron Show
May 2 & 3	Huckeba Art Show and Sale
May 9 & 10	Barefoot Quilt Festival & Plant Sale

New Business: Committee Reports

Herb Garden:

- Members of the Aloha Garden Club have been tending to the weeds in the garden. It has made a difference, Thank You.
- Brenda presented the concept of a booklet for visitors to read as they visit the garden. Included are letters, maps, inventory of beds and other general information. The Committee likes the concept and more will be made.
- Brenda is still working with the Publication Specialist at Admin and will bring drafts of the kiosk signs when available.

The Plant Sale & Raffle:

- **Motion:** The Committee agrees to continue the Tea Raffle again this year. Seconded and approved unanimously.
 - Final decisions and plans will need to be made in January for the official kick off of sales at Chocolate Fantasy.
 - Brenda planted the seed of a raffle at the Holiday Teas.
- Discussion of a “third” fundraiser was considered. Lynda will work some figures regarding a possible barbeque raffle later in the summer. (*Fundraisers: Tea Raffle & Plant Sale.*)

Archiving:

- It was discussed that with some guidance and organization, this project will be very valuable for the Centennial Celebration 2012. A “slide” show was discussed.

JQAY House: No report.

Interiors:

- In looking for artwork to be placed in the Master Bedroom above the fireplace, Painted with Oil is a store in Washington Square that will paint an oil painting from a photograph or multiple photographs. It will take close to 14-16 weeks, painters are in Arizona, but the cost will be close to \$500.00. Staff will bring photo ideas and Jan will visit the office for photos that have been taken.
- It was suggested to look into renting art from the Portland Art Museum. It was also discussed that renting would be very expensive.

Other New Business:

- Because of work commitments, today will be Tom Engel's last meeting.
- Willie Willworth's term is expiring. Willie is a valuable asset to the Committee. She wishes to continue her membership. The Committee has voted to renew her application and forward it to the Board of Directors for their review at their regular meeting in January 2009.
- Bill O'Brien's term is expiring. He is unsure if he will continue his membership. Bill is a valuable asset to the Committee.
- Brenda will contact Bob Wayt, Director of Communications & Development, to advertise in the CPOs, newspapers and on our website for membership.

V. Old Business

- Trail Names: It was suggested that the Committee name the trails of the Estate in phases. Phase 1 includes naming:
 - the paved trail between the two parking lots – Madrone Loop;
(There is a large Madrone tree within this loop.)
 - the long trail from Farmington Road toward the Madrone Loop – Strawberry Lane;
(Strawberry is one of Mrs. Jenkins horses names.)
 - the west side of Strawberry Lane loop; north – Toby;
 - the west side of Strawberry Lane loop; toward the south – Tippy;
(Tippy and Toby were names of her dogs and the trail leads near the kennel.)
 - the paved roadway from the main entrance around the Main House – Jenkins Drive;
 - the gravel road from the Main House to the Gate House – Ainsworth LaneAll approved unanimously by the Committee.

VII. Next Meeting will be held on Tuesday, January 13 in the Main House.

Meeting concluded at 3:05pm.

Respectfully submitted,

Brenda Peterson
Recording Secretary