



## Tualatin Hills Park & Recreation District ADVISORY COMMITTEE MEETING MINUTES

### Jenkins Estate/Camp Rivendale/Fanno Farmhouse Advisory Committee Meeting

Date: January 13, 2009

Time: 1:00pm – 3:00pm

Location: Main House

#### In Attendance

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

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

**Guest Time:** Jim MacDonald and Mike Fontenot presented the final draft PowerPoint presentation and the Heritage Tree Application to be sent to the Oregon Travel Information Council. The selected tree(s) include the Elm grove on Ainsworth Lane going up to the Gate House. Jim will be presenting the Application to the Oregon Travel Information Council on February 3 in Salem, OR.

II. **Approval of Minutes:** The Minutes of December 2008 approved as printed.

#### III. **Financial Report**

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

#### IV. **Agenda Items**

##### **Grounds Report –Jim**

- The second bench will be installed in the Garden in the coming weeks.
- Staff are catching up on weather related cleanup.
- Staff are pruning the apple orchard this month.

##### **Superintendent's Report – Lisa**

- Lisa asked if any member would like to work with the other Advisory Committees to participate in the Task Force to look at the structure and guidelines for all Advisory Committees within the Park District. Jan volunteered to represent the Jenkins Estate.

##### **Center Supervisor Report – Lynda**

- Revenue will be slightly off this year because of loss of business meetings and business socials. Many businesses cited that the perception of employees using

funds for off-site gatherings during this time of economic uncertainty was a concern. Things are looking good for January and February.

- Staff will be attending the Portland Wedding Show at the Convention Center this weekend. Staff will also be participating in a tradeshow sponsored by both the Chambers of the City of Beaverton and the City of Hillsboro in March.
- All furnaces (4) and one air-conditioning unit were replaced in the Stable this winter.
- Program, Park and Building Maintenance staff have prepared a budget overview document that will span three years of requests and include priorities within each division. The document includes both capital projects and operating projects to prepare Superintendents and Managers for requests that will be desired prior to the Jenkins Estate Centennial Celebration in 2012. The Jenkins Estate Advisory Committee supports this document.
- Staff have been researching the plans for the Centennial Celebration in 2012. This includes possible stakeholders/groups to be involved. Lynda may want to create an Ad-Hoc Centennial Committee. More information to come.
- Staff are completing the final details of preparing for Chocolate Fantasy, Friday, February 13.

#### 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 (moms and daughters)
March 14	Wine Dinner
April 4	Public Tea in the Gate House
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: no report

The Plant Sale & Raffle: Macie & Jan – Co-Chairs

- New plan: 5 winners will be selected. They will each win one table of 5 for a regularly schedule public tea in the Gate House.
- Tickets will be \$10 each or 3 for \$25. There will be 250 tickets maximum printed.

*ACCOMPLISHED BY EMAIL...*

- **MOTION 1:** The Jenkins Estate Advisory Committee approves the purchase of a private tea at \$575 to be used for a tea raffle.
- **MOTION 2:** Printing costs not to exceed \$125.00.  
Both unanimously approved.
- Discussion continued about another raffle idea that might appeal to a wider group of purchasers. Lynda had prices of \$700 for a barbeque at Camp Rivendale for 50 guests; and \$800 to include an alcohol server (not to include the purchase of the alcohol for the event). Tabled until another meeting.

Archiving: Michael

- Michael will work with staff during the month.

JQAY House: Lisa

- Staff received a letter from State Parks (and their website also confirmed) that the John Quincy Adams Young House's application was accepted to the National Historic Registry. This designation allows staff to apply for grants, order a plaque, and look ahead to forming a Friends Group with the primary functions of fundraising and public outreach.
- Jim MacDonald also mentioned that he is attempting to propagate the Shell Bark Hickory Tree in the greenhouse. Updates to come.

Interiors: Jan

- Regarding the artwork for the Master Bedroom, Brenda found a landscape photo by the pond that would be perfect. Michael suggested that we speak with Jayne Scott, Beaverton Arts Commission, to see if there is a local artist that might want this work. This discussion was tabled until a future meeting.

Other New Business:

*ACCOMPLISHED BY EMAIL...*

**MOTION:** The Jenkins Estate Advisory Committee approves Bill O'Brien's application to continue membership with the Jenkins Estate Advisory Committee.

Unanimously approved.

**V. Old Business:** Because of time, no other old business was discussed.

**VI. Next Meeting will be held on** Tuesday, February 10 in the Main House.

Meeting adjourned at 3:05pm.

Respectfully submitted,

Brenda Peterson  
Recording Secretary