

APPROVED

Forest Grove Historic Landmarks Board
Community Auditorium, 1915 Main Street
June 26, 2018 -- 7:15 P.M. Page 1 of 2

Members Present: Jennifer Brent, George Cushing, Kelsey Trostle, Holly Tsur, Larissa Whalen Garfias, Bill Youngs (1 vacancy)
Staff Present: James Reitz
Council Liaison: Tom Johnston was excused
Citizens Present: 01 (Melody Haveluck)

1. **Call to Order:** Tsur opened the meeting at 7:15 p.m.

2. **Citizen Communication:** None.

3. **Action Items / Discussion:**

A. National Night Out – Whalen Garfias offered to again chair this event. Haveluck said the Friends would like to partner with the Board for the event; she also asked about the Kit House project. Whalen Garfias replied that she had some supplies left over from last year, and with some help in obtaining more materials we could do that successful project again. Haveluck and Brent offered to help on the preparatory work.

It was noted that the Board has no funds to buy supplies, but Board members indicated they would make donations. The Board asked if Reitz could put in a request to the city for some help with money also. Whalen Garfias said she would check on the costs and advise the Board but she felt that for less than \$100 everything could be obtained.

Cushing also suggested that there be some coloring pages available as we had done in the past with the historic homes coloring book.

B. Media Outreach and Editorial Calendar - Trostle discussed the calendar and said that we needed to start working on articles for the fall. Tsur agreed to rewrite her haunted house article for the October *News Times*. Cushing offered to contact Dave Pinyerd of HPNW to see if he would be interested in doing a couple of articles, such as how to research a historic home and how to get a historic home nominated to the National Register. Kimberli Fitzgerald of SHPO was also suggested as a possible contributor.

Cushing offered to do a rewrite of the Tillamook Burn article from a few years back. Haveluck commented that it would be an excellent contribution to the Friend's newsletter. Also planned was an article for December on the potential downtown district as it could be presented to the City Council for their endorsement of moving forward with the nomination process in January 2019.

A question was raised about the Main Street program. Reitz advised that they should be applied for through a downtown business organization. Trostle said she would talk to some downtown business people and offered to chair a downtown committee to pursue the Main Street program option, as it would dovetail nicely with a downtown historic district.

4. **Old Business/New Business:**

- Approval of HLB Meeting Minutes. The meeting minutes of May 22, 2018 were approved with minor grammatical corrections; and a correction noting that Neil Poulsen was actually in favor of the window replacement project, not opposed as indicated in the draft minutes.
- Council Liaison Report: No report, as Johnston was excused.
- FHFG Report: Haveluck said that the FHFG have new officers and several new directors. She reported that last month's speaker on the Indian trade school was very informative and interesting. She noted that the Friend's annual picnic will be July 22 and all Board

members are invited. Lastly, she is chairing the home tour and needs suggestions: the Board offered several.

- Staff Update: Reitz said that after discussing the possibility with Jeff King from the City about attending a meeting to discuss grants, King advised that the Board do some research first on what kinds of grants the Board was interested in pursuing. Reitz said he had done a basic search for grants in Oregon and got multiple pages of potential grantors. Tsur and Trostle volunteered to form a subcommittee to start researching opportunities and narrowing the list down to a few good options. Haveluck said she had attended a class on grant writing and would provide them with her information.
- Cushing reported that he did not get the display board to the library during National Historic Preservation Month (in May) but after talking to the library staff, they were agreeable to hosting it after school starts in the fall.
- New Business: Tsur observed that it was the end of June and no new preservation grants had been submitted. To spread the word, an article will be prepared for the *News Times* and a press release for the FHFG Facebook page. A mailing may also be considered. Youngs said he could put up the lawn sign again and could pass out grant information to those who stop by.
- July 24 Agenda. National Night Out planning (August 7).

5. **Adjournment**: The June 26, 2018 meeting adjourned at 8:37 p.m.

These minutes respectively submitted by George Cushing, Secretary