

APPROVED

Forest Grove Historic Landmarks Board
Community Auditorium, 1915 Main Street
September 24, 2019 -- 6:30 P.M. Page 1 of 2

Members Present: Jennifer Brent, George Cushing, Mark Fischer, Larissa Whalen Garfias, Kelsey Trostle, Holly Tsur (via phone), Bill Youngs (arrived at 6:43)
Staff Present: James Reitz
Council Liaison: Tom Johnston was excused.
Citizens Present: 02 (Gary Eddings and Jim Hilsencopf)

1. **Call to Order:** Trostle opened the meeting at 6:40 p.m. The meeting started late due to another meeting going long in the meeting room.
2. **Citizen Communication:** Mr. Hilsencopf was introduced as a member of the Friends of Historic Forest Grove. He was attending to become more familiar with the Board's activities.
3. **Action Items / Discussion:**

- A. **Public Safety Open House (October 12):** Cushing said he would not be able to attend the event but that he was working on gaining other vendors. He said Northwest Natural Gas was revamping their outreach programs so they might not be able to have a presence but they should be able to provide handouts. Neither Clear Water Services staff nor Oregon Department of Geology staff are able to attend. He was still working to make contact with the staff for the Hagg Lake dam project.

Whalen Garfias was concerned that as no one else was able to attend she was considering not attending just by herself. Youngs said that although he had recently suffered a personal tragedy he would plan to attend unless at the last moment he was not able to do so. Cushing said he would get the display boards to Youngs before the event.

- B. **Alternative Funding Sources:** Fischer said that he and Youngs had met and reviewed the list of possible grant leads. It appears that the Board's goals don't match the criteria for most, as they were largely for arts and technology projects. One category to be further investigated were possible grants for sustainability projects. They noted that Intel only offered grants with a maximum of \$2,500 which seemed rather small.

They will continue to explore grant opportunities. They were reminded to contact Jeff King to help with grant writing when some real possibilities have been identified. Tsur also reminded them to contact Court Carrier (Forest Grove Tourism Consultant).

They decided to set a goal of \$5,000 in alternate funding to be reached in the next year. An idea that Fischer had while the two were brainstorming was a wine tasting and dinner event in a historic building. It would be by invitation only for about 30 people; ticket prices would be between \$50 and \$200.

Whalen Garfias expressed concern that the Friends might not be enthusiastic about this idea as they already have house tours as their primary fundraiser. Eddings concurred, but he also noted that they might also see this as a different type of event and that they might like to partner with the Board.

The Board was very enthusiastic about the possibilities and encouraged Fischer and Youngs to continue, but it was also noted that such an event would take a lot of planning, and that the seed money needed for this type of event might be prohibitive. Reitz said he would need more information to see if it was possible for the Board to sponsor this type of event.

Other fundraising possibilities noted by Youngs and Fischer was the calendar idea suggested last month, and while a smaller project, a monetary gain was still a possibility.

- C. **Editorial Calendar:** Trostle reviewed the draft calendar, noting the events we had participated in over the summer. She said that the next task was an article for the Friend's newsletter.

Possible articles suggested included a synopsis of the summer's outreach events: National Night Out, Quake Up and Chalk Art Festival. Cushing volunteered to do a paragraph each on the NNO and Quake Up. Trostle will do a paragraph on the Chalk Art Festival, Whalen Garfias will write up something about the photo contest, Youngs will write about the Public Safety open house, and Tsur will prepare something about the downtown district. All articles will be sent Tsur for editing. Eddings advised that it would need to be submitted by October 15th.

Although a *News-Times* article was tentatively scheduled for December, it was decided to not do so as the paper seems to generally like articles about specific events rather than general interest articles, and the Board has no events upcoming in that time frame.

Tsur and Trostle will get together to work on the photos currently in Drop Box. It was noted the Board will start working on next year's photo contest this October.

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

- A. Approval of Historic Landmarks Board Meeting Minutes. **The meeting minutes of August 27 were approved as submitted.**
- B. Council Liaison Report. None, as Councilor Johnston was excused. It was noted that a blood drive in his name would be held on September 30th.
- C. FHFG Report. Gary Eddings said that they had attended the Corn Roast with a table. He reported that the City Parks Department prepared a couple of concept plans for A. T. Smith Park. The Friends had hoped for a different road access than was presented but overall, they were very pleased. He said the non-historic laundry room that was in very deteriorated condition had been removed from the Smith house and that the siding had been repaired and the house completely repainted. He said the Friends were doing a "Voices from the West Tuality Plain" event at the Smith house on September 28th and 29th.
- D. Staff Update. Reitz reminded the Board that a meeting about the Main Street program would be held on September 27 from 9:30 to 10:30 a.m.
- E. Quake Up. Cushing said the event was well attended. It was moved inside the United Church of Christ due to weather concerns; both he and Brent attended. Mr. Eddings, along with David Morelli, represented the Friends at the adjoining table.
- F. Chalk Art Festival. Trostle said she had fun at the event, and learned a lot about sidewalk chalk art. She did a simple picture of a background with a banner "Enjoy Historic Downtown Forest Grove."
- G. October Agenda: Downtown district kick-off meeting with consultant, alternative funding, editorial calendar, 2020 photo contest planning.

5. **Adjournment:** The September 24, 2019 meeting adjourned at 7:56 p.m.

These minutes respectively submitted by George Cushing, Secretary