

**City of Portage – Historic District Commission**  
**Wednesday, February 4, 2009 – 8:15 a.m.**  
**Portage City Hall – Conference Room #2**

**MINUTES**

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**Call to Order:** Meeting was called to order at 8:15 a.m. by Mark Reile.

**Members Present:** Susan Woerner; Rose Mary Higginbottom; Mark Reile; Jeanette Field; Kathleen Fosmoe; Ann Marie Kreuzer; Timothy Bunch; Michelle Dunlap; Robert El Henicky; Amy Noonan, Youth Participant.

**Members Not Present:** None.

**Guests Present:** Mary Beth Block, City Staff Liaison.

**Approval of Minutes:** Minutes of the January 7, 2009 meeting were approved by consensus.

**Announcements:**

1. HDC Account Balance as of January 30, 2009 was 1012.45.

**Old Business:**

1. Project Leader Reports:

*Archives* – No report.

*Book Sales* – Susan Woerner reported a one-time fee of \$55 for purchase of a bar code through Independent Publisher Services. Barnes & Noble has been approached about a display table / book signing. Mary Beth will do a half-sheet update insert concerning district changes and determine if the city has a printer capable of producing bar code labels. Amy will check with the school librarians to see if they have the book.

*Community Awareness* – Mary Beth shared the display of historic home photos are up at the Portage District Library.

*Newsletter* – The Spring 2009 issue needs to be distributed ahead of the Homeowners Gathering, scheduled for the second week of May.

*Oral Histories* – No report.

*Site Inspections* – Site assignments for 2009 were distributed. Mark will visit site #21 at 7119 Oakland Drive relative to water leaking and new windows and site #25 at 8643 South Westnedge Avenue about painting the overhang. Both contacts came about pursuant to Rose Mary's telephone survey to determine a topic of interest for the 2009 Homeowners Gathering. Mark reported that painting of the Beacon Club deck (site #2) is still to be accomplished and that the Bogema porch (site #30) looks complete.

2. 2009 Homeowners Gathering / Historic Preservation Award: Kathy reserved the library as a potential location for May 12, 13 and 14. Rose Mary will contact Tom DeGroot to explore his offer of the Beacon Club for the Gathering and advise if the HDC will hold the March

meeting off-site at the Beacon Club. Stuart Manor (the 2007 site) was determined to have been a bit small for the number of attendees and parking across the street was also a challenge. Jeanette will contact Larry Massie about giving a short (20 minute) presentation. She will also contact Tom Haroldson to request an article in the Kalamazoo Gazette concerning the call for Preservation Award nominees. Mary Beth will include an article in the March Portager and Ann Marie will contact the Senior Center for possible placement in their newsletter.

**New Business:** None.

**Citizen Comments:** None.

**Member Comments:** Rose Mary and Susan will make a visit to the Train Barn before it closes in March. Michelle Dunlap and Robert El Henicky were encouraged to visit as well.

**Adjournment:** Meeting adjourned at 8:50 a.m.

**Next meeting: March 4, 2009 – City Hall Conference Room 2 at 8:15 a.m.**

Respectfully submitted,  
Ann Marie L. Kreuzer

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