

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

MINUTES

Call to Order: Meeting was called to order at 8:20 a.m. by Mark Reile.

Members Present: Katie vanLonkuyzen, Robert El Henicky, Ann Marie Kreuzer, Jeanette Field, Amy Noonan, Rose Mary Higginbottom, Susan Woerner, Michelle Dunlap and Mark Reile

Members Absent: Kathy Fosmoe

Guests Present: Mary Beth Block, City Staff Liaison

Approval of Minutes: Minutes of the November 4, 2009 were approved by consensus with the following change. At Old Business, item 2, should read, “Jeanette will telephone same and also check back...”

Announcements: HDC Account Balance as of Nov. 30, 2009 was \$ 662.45

Old Business:

1. Project Leader Reports:

Archives – no report

Book Sales – Jason Horan, Manager of the Portage Senior Center, is excited about helping to sell the books (\$7 with a \$2/\$5 split). Katie has agreed to be the contact person with the Center. Robert El Henicky offered to donate 10 books to the Senior Center for use as prizes. Mike Culp is the contact person at Barnes & Noble. Susan has dropped off the barcode (ISBN#) to him for scanning into their system. Mary Beth Block confirmed addendum sheets have been placed in all books. Long-term display of the book at several public buildings and the possibility of reaching the public through the Portager were discussed. Katie agreed to write an article for the Picket Fences when space is available.

Community Awareness – Ann Marie offered to write an article for the Picket Fences reference plaques when space is available. Jeanette suggested sending a post card to homeowners’ reference nominations for the Preservation Award.

Newsletter – Mark approved the printing of the newsletter prior to today’s meeting. Katie took pictures from the street and Susan used Mark’s speech at our last Gathering as the feature article. Looks great! Members stayed after the meeting to fold and label for mailing.

Oral Histories – no report.

Site Inspections – no report.

2. Historic Home Plaques – After obtaining an item code from a 1996 fax, Jeanette determined the Whitehall Products Company could produce a gold on green plaque at a

cost of \$22.50. It would be shipped UPS approximately 2 ½ weeks after the order was placed, with no minimum order requirement.

New Business:

1. Media Relations – adjourned to a future meeting.
2. Annual Historic Homeowners Gathering – Michelle submitted a detailed Event Concept sheet that steered extensive discussion. She subsequently offered to act as the commission’s PR contact. Amy will check with both History Club advisors to see what could tie in as class projects. Publicizing of the event was touched on. Mindful of budget constraints, known pros and cons of public and commercial locations were reviewed. Sites not utilized prior to be toured by the proposing member and particulars shared at the January meeting. A review of past and possible speakers, together with the basis for the Preservation Award, led to a possible presentation topic of historic landscape design. The date/time of the Gathering was identified as either Thursday, May 13th or 20th from approximately 5-9pm. Rose Mary will telephone the library reserving same as a possible back-up site.

Citizen Comment: None.

Member Comments: Mark reminded the commission we will be electing officers at the next meeting.

Adjournment: Meeting adjourned at 9:55 a.m.

Respectfully Submitted,
Ann Marie Kreuzer

Next Meeting: January 6, 2010 at 8:15 a.m., Portage City Hall, Conference Room 2