

Jack House Committee
MINUTES

Parks and Recreation Administrative Office
Wednesday, June 13, 2007 5:30 PM

CALL TO ORDER: Chair Ron Batterson called the meeting to order at 5:30 p.m.

ROLL CALL: Committee Members Gerry Johnson, Patrick Mayeda, Betty Stockton, Kathi Settle, Bob Gordon and Bob Wolf

GUESTS: Toni Kincaid

STAFF: Christine Wallace

PUBLIC COMMENT PERIOD:

There was no public comment.

CONSIDERATION OF MINUTES AND FINANCIAL REPORT:

The minutes of May 2007 meeting were approved with three corrections:

- Gerry Johnson was absent from the May 2007 meeting.
- Item #2 - 48 Maximum was for upstairs in the Jack House. (Note: Maximum corrected to read 30 at 8/8/07 Committee meeting. mr)
- Member comments - Batterson reported on the Jack House informational banner. It should emphasize the Jack house *as the location* of the events.

The Financial Report for May 2007 was approved.

No Agenda Items are listed for June meeting.

Reports and Updates

- Monthly Activities – Staff/Public Works

Christine Wallace reported on the following:

- Wallace asked who would like to receive their Jack House meeting minutes by email. Wallace will send a PDF version of minutes to any member that would like an electronic version. Johnson & Stockton would still like to receive a mailed copy of the minutes.
- Family Fun Day is scheduled for June 24, 2007. A Bluegrass band will play music, Ranger Services will provide environmental education resources, and there will be games and an ice cream cart available. The cost to participate will be \$2 per person and the price includes the tour of the house.
- A new events promotional banner will be needed in the future, but it was not an approved item for the promotions budget for 2007. A new banner would cost approximately \$500. The new banner cost would be allocated from the Jack House Promotions Budget. SLO Graphics usually creates the banners as well as all future changes. Wallace will report on information and cost proposal for purchasing a new banner for Family Fun Day and Mothers Day 2008.
- Wallace suggested inviting other garden societies for future Family Fun Day activities.
- May want to consider a \$2 charge on Mothers Day for all people that enter the event. Cost could include a house tour.
- Toni, Jackie and Parks & Recreation staff members are working on updating the Jack

- House Docent Handbook and it will be printed soon.
- Planning for Art in the Garden is underway. Art in the Garden is scheduled for August 19th.
 - Wallace will ask for ask for volunteers at the August Jack House meeting.
 - Wallace will have Parks and Recreation staff, Jack House committee members and R. Seitz jury the submitted art at the end of June.
 - For each art piece sold, 20% of the sale price will be dedicated to Art after Dark and 5% will go to the City of San Luis Obispo.
- The annual park tour will take place on July 11th from 1-5 pm. The tour will conclude with a BBQ dinner at the Laguna Lake Golf Course.
- Docent Activities

Toni Kincaid reported on the following items:

 - A tour and tea with Palm at the Villages residence is scheduled for September 5th at 1 pm.
 - Las Brisas residence may be interested in a group tour in August and Windom residence in Arroyo Grande may schedule a tour and tea for October 2007.
 - Docents may have a meeting and luncheon as a social get together soon.
 - Elinor Smith donated three historic books on the Jack House. The books included information on Jack House inventory, press clippings and old photos. The books will be kept in the Docent room for future reference.
 - Docents are looking for official historian.
- Member Comments
 - Batterson reported an update about the Fire Marshal and Fire Inspector information on the Jack House maximum occupancy policy. Information about fluid tours in the Jack House was given to Fire personnel and, due to the new information, the Jack House will no longer have any maximum occupancy restrictions.
 - Batterson reported that the Wednesday Rotary Club will not be able to help fund any portion of the new Jack House sign.
 - Batterson reported Katchy Andrews may be interested in funding the new sign utilizing funds from her Aunt's trust.
 - Batterson stated a sandwich board may be a good idea to put out on sidewalk when the Jack House is open. Batterson will look into the pricing of a sandwich board.
 - Batterson reported that Marylin Darnell wrote a book, *The House that Jack Built*. The book provides a great history about the Jack House and the Jack Family. Darnell is looking into publishing the book soon. Batterson asked if the committee would like to consider helping fund the printing of the book. Batterson will provide a proposal in August.
 - Batterson reported that Catherine Trujillo suggested the Docents develop an evacuation plan for the Jack House. Trujillo offered to help with the plan if needed.
 - Bob Gordon reported that he has received a \$10,000 check from the Monday Rotary Club for the picket fence project. The check will be held in an account until it is ready to be used. Betsy Kiser is aware of the check and will help set up an account so the funds will be available for the scheduled project.
 - Stockton reported that a docent is concerned the flag in front of the Jack House is fading. May need a new flag soon.

- Stockton reported on the Mothers Day event. 95 people attended, a record number for this event. Four visitors registered for a tour ahead of time.
 - Stockton would like to advertise the last scheduled tour time available so that the last tour is scheduled a half an hour before closing.
 - Patrick attended the meeting with the Fire Marshal. The Fire Marshal suggested a dry system be used for the fire sprinkler system. Batterson forwarded the information to the correct person organizing the sprinkler project on the Jack House.
 - Batterson will work with Wallace to place a work order so that the steps are repainted soon.
 - Stockton would like to communicate to Todd Beights that the Jack House won a community poll for Best Garden in San Luis Obispo. Batterson will write a congratulatory letter on Jack House letter head or on a Jack House card and have it sent to the maintenance office.
 - Settle would like a copy of the Jack house deed. Jack House committee members should have a copy as well.
 - Johnson appreciates the fact that every committee member has name plates for the meeting.
- Communications
No communications were presented.

Meeting adjourned at 6:30 p.m. to the August 8, 2007, 5:30 pm at the Parks and Recreation Administration Building.