

Jack House Committee

MINUTES

San Luis Obispo Parks and Recreation Administration Office

Wednesday, August 11, 2010 5:30 PM

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

ROLL CALL: Committee Members: Vice Chair Patrick Mayeda, Gerry Johnson, Bob Gordon, Betty Stockton and Kylie Hatch

ABSENT: Kathi Settle

STAFF: Christine Wallace

GUESTS: Toni Kincaid, Shelly Stanwyck

PUBLIC COMMENT PERIOD:

There were no public comments.

CONSIDERATION OF MINUTES AND FINANCIAL REPORT:

The minutes of June/July 2010 were approved.

The June/July 2010 Financial Report was approved with the amendment that changes will occur next month.

REGULAR ITEMS

ITEM #1: Haunted House- Kincaid

- The Jack House will be open as a “haunted house” as if the house has been untouched since the Jack family moved out.
 - Sunday, October 24 and Sunday, October 31 during regular touring hours
 - The event will be respectful of the house using decorations such as cobwebs, noises, spiders, rats, dry ice and skeletons
 - The family friendly event will include a flashlight tour and docents will lead visitors through the house with scripted stories.
 - The cost will be \$5 for adults, children 12 and under are free and 16 and under must be accompanied by an adult.
 - Promotion will be used through the Parks and Recreation Department outlets as well as posters in the community.
 - Kincaid requested \$1500 from the Jack House promotion fund to be used for supplies for the Haunted House event.
- ❖ Batterson made a motion to approve \$1500 from the Jack House promotional fund to cover expenses for the Jack House Haunted House in October. Motion was approved unanimously.

ITEM #2: Gazebo Update- Mayeda

- Subcommittee received structural report from Stephan Macie
- Because the gazebo began as and still remains a Public Works project, the subcommittee will be meeting with Public Works staff to discuss the report and formulate a plan.
- Money will possibly be necessary for construction documents and construction in the future.

ITEM #3: Foundation- Gordon

- Gordon and Andrews met with VanderKelen with the Community Foundation
 - The will was read and understood that the endowment money needs to go into a foundation fund for the Jack House.
 - In using the Community Foundation, the title of foundation already exists
 - It was left with VanderKelen that they would get back to him by the end of the month.
- Andrews spoke with trustee and attorney and found that the money would be able to be transferred as soon as a foundation was set-up.
- The endowment is worth 10% of the estate.
- A full report is anticipated for the September meeting.
- Watkins has not been involved so far, she is researching other city owned properties.
- The foundation board would consist of 2 members from the Jack House Committee, 2 docents, Andrews and possibly some community members

Reports and Updates

Monthly Activities – Staff/Public Works

Christine Wallace reported on the following:

- Volunteer BBQ is scheduled for Wednesday, September 22 at 5:30 pm in the Ludwick Community Center. Invitations will be mailed out shortly.

Docent Activities

Kincaid reported on the following items:

- Kincaid spoke with Chuck Crotzer regarding the buggy shed.
 - Kincaid took inventory of the items in the shed and cleaned out some trash.
 - Building Maintenance will be moving their equipment in the shed to the elevator shaft.
 - Boxed items will be replaced in the bedroom closet upstairs in the house.
- Mayeda- Is there a form to remove items from inventory?
 - Stockton has that and she will provide to Kincaid.
- Victorian Christmas dates: December 10-12
 - December 5 the house will be decorated but not advertised as such.
 - Decorating will begin November 29
- Nora O'Donnell no longer wants to be assigned to the wash house.
- A "Historic Concert Series" was held at the Dallidet Adobe by the SLO County Band
 - They are interested in performing at the Jack House next year to expand the series.

Member Comments

- Gordon- Tuesday, June 7, 2011 is the scheduled date of the State Standard Flower Show

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- 11:30 am- 2:00 pm they will be using the Jack House and Gardens for flower show, judging, house tours and lunch.
 - The lunch is at 12 noon, open to the public for \$40, catered by Jose at Et Viola.
- An evening fundraiser can make use of the flowers on display in the house and the table settings in the garden.

- Johnson- May 1, 2011 is the Monday Club House Tour.

Communications

- No communications at this time.

Meeting adjourned at 6:42 p.m. Next meeting is September 8, 2010 at 5:30 pm at the San Luis Obispo Parks and Recreation Administration Office.