

**Jack House Committee**

**MINUTES**

San Luis Obispo Parks and Recreation Administration Office  
1341 Nipomo Street, San Luis Obispo  
Wednesday, November 9, 2011 4:00 PM

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**CALL TO ORDER:** Vice Chair Patrick Mayeda called the meeting to order at 4:10 PM.

**ROLL CALL:** Committee Members: Patrick Mayeda, Craig Kincaid, Gerry Johnson and Bob Gordon

**ABSENT:** Ron Batterson, Betty Stockton and Kathi Settle

**STAFF:** Amy Voorhies, Meghan Burger and Allison Haskell

**GUESTS:** Toni Kincaid

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**PUBLIC COMMENT PERIOD**

There were no public comments.

**CONSIDERATION OF MINUTES**

**MOTION:** (Mayeda/Kincaid) Approve the October 12, 2011 minutes as submitted.

**Approved: 4 yes: 0 no: 3 absent (Stockton, Batterson and Settle)**

**CONSIDERATION OF FINANCIAL REPORT**

**MOTION:** (Mayeda/Gordon) Approve the October 2011 Financial Report as submitted.

**Approved: 4 yes: 0 no: 3 absent (Stockton, Batterson and Settle)**

**REGULAR ITEMS**

**1. Victorian Christmas – T. Kincaid**

Kincaid suggested that the entrance fee into Victorian Christmas increase from \$2 to \$5. The docents spend a significant amount of time decorating the house and the holiday tour is worth the higher fee.

**MOTION:** (Gordon/Johnson) Increase the Victorian Christmas entry fee to \$5.

**Approved: 4 yes: 0 no: 3 absent (Stockton, Batterson and Settle)**

**2. Christmas Open House Materials – Batterson**

Mayeda reviewed the dates for lighting the house for Victorian Christmas. Monday, December 28 volunteers will need the ladder and box of lights for the lighting decorations. A minimum of 2 strands at 100 feet each is needed for the lighting.

### **3. Gazebo – Mayeda**

Mayeda met with Thom Brajkovich and looked over the construction drawings and previous design quotes. While reviewing item by item, it seemed that the ironwork from the other quotes were relatively high. Due to the fact that the quotes are including a project manager labor costs were the bulk of the cost.

Final numbers included \$24,000 for steel framework + \$8,000 for ADA compliance = \$32,000.

Mayeda had two questions regarding the use of volunteers on this project: Public Works test for lead on the structure as well as requested City space for storage of the dome for repair work to be completed in a safe but accessible location.

Timing is urgent as Public Works wants the structure down. Two options were presented to make this happen quickly: 1. Bring someone in and restore the failing components only in order to make the structure last 2 years to allow for fundraising, 2. The City allocates funding to allow more time for fundraising.

Mayeda to finalize costs with Brajkovich within the next couple of weeks.

### **4. Staff Reports and Updates: Parks and Recreation/Public Works**

Voorhies distributed the Victorian Christmas volunteer schedule for the three day event from Betty Stockton.

The New Times ad for the event will be printed in the coming week and flyers will be posted around town.

### **5. Docent Activities**

Kincaid has materials ready for buggy photo purchases. The photo will be mounted on embossed card and provided with an envelope for \$5 on Sunday, December 11. The docents will be making cookies for Victorian Christmas each day, no need to purchase any.

The Tribune journalist toured the house and the photographer will be touring once the house is decorated for the Home and Garden article on December 7. Westways magazine did not come through this year. Another attempt next year will be made earlier in the summer, approximately 6 months in advance.

The Haunted House made \$900 and over 300 people toured the house during those two Sundays.

### **6. Member Comments/Communications**

Gordon provided an update on the Friends of the Jack House: The group is drafting by-laws and will soon be ready for their first project. The gazebo fundraising would be a challenging goal for the group to begin with.

Meeting adjourned at 5:49 p.m. Next meeting is January 11, 2012 at 5:30 p.m. at the Parks and Recreation Administrative Offices.