

# Oak Grove Historic Trolley Trail Association

June 9, 2017  
Meeting Minutes

## Attendees:

Twila Lavery, Eleanore Hunter, Ed Riddle, Mike Schmeer, Pastor Heather, Fallon Kraxberger, Dawn Lianna, Janet Beale, Bobbie Paredes

### 1. Old Business

#### a. Oak Grove Trolley Trail Fest

Committee Leaders gave updates on progress

#### Eleanore

*Flyer*-Needs more clarity on the location, she will change it and add the Church's address.

*Artists*-Several artists have shown interest as vendors

*Port-o-Potty*-It was decided that because the Church has ADA accessible restrooms, we will only need 2 standard port-o-potties and one hand washing station (to be located on the SE corner of Arista & Oak Grove Blvd. with a sign designating the Church's ADA restroom) Total cost will be \$400.

*Info Vendors*-Commitments from Boys & Girls Club, CERT, Library (2), Sheriff's Livability, N. Clackamas Watershed Council, Oak Grove Community Council, Planned Parenthood, Schoolyard Farms, Good Roots Church, Elks, Metro, N. Clackamas Parks & Rec., Water District, Backyard Habitats, Free tree giveaway

*Marketing Plan*-Clackamas Review Article, Rose Villa, Willamette View, CPO's, CIA newsletter, Farmers Market, Facebook, Methodist Church, History Detectives Facebook, Neighborhood groups, flyers everywhere. There will be a timeline on e-mail notices to many of these groups.

**June 24, July 8, July 14**

*Garbage*-Eleanore is waiting for Waste Management to get back to her about sponsoring garbage and recycle bins.

*Seating*-Eleanore suggested finding some hay bales to place around the stage. The Church has chairs and tables that will be set up at the Church.

**Pastor Heather**-The Church has a large rolling chalk board that can be used for the event schedule/map and will be located where the stage/band is.

If Parks & Rec brings their activity van, the Church will not need to plan children's games. If they don't, the Church will put on games and give away otter pops for prizes. The Church has a new laminator and will provide laminated "volunteer" badges for all "Staff".

**Fallon**-has visited some farmers markets to recruit food vendors. Gyro King, Gelati's and possibly the Bomber has shown interest. There is also interest from some of the artists that she met. Vendors will pay \$25 for the space, info booths will have no charge.

**Mike**-History Detectives will have a booth. Milwaukie History Museum may be interested in having one, also.

**Twila**-suggested a local dance studio performance. She has offered to be the Volunteer Coordinator for the event.

**Bobbie**-Has tentative road closure plan accepted by the County. Waiting on Cranston's for OK to use their property. There was a discussion on how many barriers were needed. She is working on a sponsorship letter and will be soliciting sponsors.

**Ed**-has at least 2 bands lined up for music and several colorful flags/decorations for the stage and street. He has some pop ups for shade for the

band but could use more. He has all electronic equipment for music.

*Signs*-Ed has materials for sandwich board signs, although if anyone has existing ones we could use those, as well. After much discussion, we need approximately 20 premade signs to place around the community and 8 sandwich board signs. We will need several miscellaneous signs, as well. We will have a sign meeting next Friday, June 16<sup>th</sup> at **11am** at Brush & Barrel.

b. Facebook (Twila)

Twila is still working on the OGHTTA Facebook page.

2. New Business

a. Regular Meeting Days Schedule Change

After a discussion, it was decided that we will continue having our regular meetings on Fridays and we'll table the schedule change until after the event.

b. Creation of bank account

Fallon & Bobbie have an appointment today with OnPoint Credit Union to open up a business account in the name of Oak Grove Historic Trolley Trail Association.

Next regular OGHTTA meeting will be held on  
June 23, 10am, Brush & Barrel