

September 27, 2018

HDOG MEETING MINUTES

LOCATION: VINYL TAP BAR & GRILL

CALL TO ORDER: 11:00 AM

PRESENT: CAROL LATOURETTE, SARAH SHAY, GWENDA RICHARDS
OSHIRO, THELMA HAGGENMILLER, ED RIDDLE, PIXIE ADAMS,
ANNETTE GUARRELLO, ANNA HOESLY, JAMES WEATHERSON,
BOBBIE PAREDES, FALLON KRAXBERGER, HEATHER RIGGS, GARY
RIFKIN, NOAH HURD AND SUZANNE WOLF

1. INTRODUCTIONS

2. KNOCK-OR-TREAT: OCTOBER 27, 2018 FROM 4:00-6:00 PM

- A. Last year was a great opportunity and success for about 200 children.
 - i. Library handed out fruit and books which were a big hit.
- B. This year, it will be inside the church again and expand to businesses along Oak Grove Blvd.
 - i. Oak Grove Elementary PTA expressed interest in decorating a door. Their participation will bring a trail of school children.
 - ii. Promotion Committee have about 10 sponsorships so far and continue to work on getting others. Sponsors decorate a door inside the church, wear costume(s) and hand out candy.
 - iii. Pumpkins and holiday inflatables are being donated for use at church. Volunteers are needed to donate decorative items for businesses.
- C. Promotion has and will occur in advance to raise awareness.
 - i. Two preliminary releases have been made on Facebook.
 - ii. There is a campaign to run a story with local news.
 - iii. Local artisans will begin to decorate the exterior of buildings October 21st from 3:00-6:00 pm.

3. OREGON MAIN STREET ORGANIZATIONAL CHART

- A. The Oregon Main Street program, the state-funded program serving as HDOG's affiliate in our efforts to revitalize the historic downtown area in Oak Grove, recommends an organizational model which includes a board, an executive director and individual project-based sub-committees, task forces, or existing organizations.
- i. The board serves as the main stakeholder group. *
 - ii. A Main Street executive director is only required at the Performing Main Street and Transforming Downtown levels and may be full- or part-time depending on the size of the community. HDOG is currently at the Transforming Downtown level. *
 - iii. Respective sub-committees are Organization, Promotion, Design and Economic Vitality.

*Oregon Main Street 2018 Handbook; Page 19

4. GENERAL BOARD MEETINGS

A. Schedule is as follows:

- i. Annual Board Meetings will be held in the month of March. Board members will be voted in at this meeting.
- ii. Monthly Board Meetings **have been changed** to bi-monthly (meaning every other month or every two months). Note: There will not be an October meeting.
- iii. Rationale is to give committee members opportunity to meet and prepare report to board at meeting.

B. Board Meeting Agenda

- i. The Board Meeting agenda will now include Committee Reports in which the committee chair is responsible to report to the Board.
 - ii. Rationale is to allow board to funnel activities and ideas to respective committees.
 - iii. Report from committee chair will be brief to Board. Below are tips recommended by the Oregon Main Street Program.
- It is best for committees to have their report in writing and hit just the highlights for the Board meeting. This way you have the full report submitted for the minutes and can focus on recommendations and needed actions. You should however take action on a committee recommendation in the unfinished or new business part of your meeting (as an agenda item. *
 - Remember that committees and work sessions do not make decisions; they make recommendations for consideration by the full board. *

*Oregon Main Street 2018 Handbook; Page 50

5. COMMITTEE REPORT

A. Design Committee: Annette Guarrello reports.

- i. PGE will be installing 3 lights at no cost to HDOG sometime around November 4th when clocks turn backward one hour.
- ii. Annette sent email informing members of a Design Committee meeting at her house on Thursday, September 27th at 6:30 pm.
- iii. Purpose of meeting is three-fold: to establish a core team, brainstorm ideas and recruit help.
- iv. Aesthetic lighting is part of the design plan. Ed Riddle informs members to consider the type of aesthetic lighting installed in Sisters, Oregon downtown area.

B. Economic Vitality Committee: Pixie Adams reports.

- i. HDOG has joined the McLoughlin Area Business Alliance (MABA). The next meeting is scheduled in October.
- ii. Nextdoor.com celebrates and recognizes the best businesses in local communities via Neighborhood Favorites, an annual awards program. Take time to recommend Oak Grove businesses on nextdoor.com. It can be accessed via a mobile app or on your desktop.

6. CHRISTMAS EVENT

A. With the suggestion from Steve Sharp, owner of Urban Gravity, Pastor Heather informs members that her church will be holding a tree lighting.

- i. The tree lighting will be held on December 2nd at 5:00 pm in front of the church.
- ii. The Twinkle Trees Company offered a 12' faux tree with electric lights.

B. The New Urban High School Choir will sing during the tree lighting.

- i. Sarah Shay, the church's choir director, started an after-school youth program on October 1st and youth are invited to carol during the tree lighting.
- ii. Flyers will go out in October to ask for singers to participate.
- iii. Rehearsals will start in beginning of November.
- iv. Pixie Adams will get together a press release.

7. FRED MEYER REWARDS PROGRAM

- ### A. When you are registered for a FM Rewards Card, you can add a non-profit to your account (only one non-profit at a time) and FM will match the value of your rewards to go towards a non-profit of your choice.

- i. HDOG is now listed as a non-profit with the FM Rewards Program.
- ii. To list HDOG as your non-profit of choice, log in to your account at www.fredmeyer.com, scroll down to and click on "Fred Meyer Community Rewards." Then, click on "Re-enroll" or "Link your Rewards Card now." Under "Find an Organization," type in "Historic Downtown Oak Grove" or enter the code XJ696. Click "Search" and then "Enroll."
- iii. At this time, FM has been cutting a \$25 check to HDOG per month.

8. ANNOUNCEMENTS

- A. Next Board Meeting: Thursday, November 15, 2018. Note: This is scheduled for the third Thursday instead of the last Thursday of the month due to the Thanksgiving holiday.
- B. Events of Interest:
 - i. The Pedestrian/Bike Bridge linking Oak Grove and Lake Oswego
 1. *HDOG is not involved in the decision-making process but is definitely interested.*
 2. *At this time, it is a work in progress.*
 3. *Not funded nor no location yet.*
 4. *Public input will be requested.*
 - ii. Gay Straight Alliance Parade
 1. *The Gay Straight Alliance is made up of students at the New Urban High School.*
 2. *The parade is a student-generated event.*
 3. *Parade is scheduled for Thursday, October 11th, the same day when National Coming Out Day is celebrated, between 12:00-12:30 pm.*
 4. *Students will parade from school to church and back.*
 5. *Thelma Haggemiller will post event in the CIA newsletter.*
- C. Activity of Interest: A sympathy card was signed by members present at the meeting for Al Scott whose mother, Adele Wilder, owner of the Oak Grove Day Care & Preschool and active member of the Milwaukie Garden Club, recently passed away.
- D. Suggestion: Thelma Haggemiller shared how the Redmond, Oregon downtown area displays the U.S. flag in front of the exterior of businesses on national patriotic holidays. The board advised Thelma to take idea for a future project to the Promotion Committee.

9. ADJOURNED: 12:04 PM

