



The meeting of the Board of Directors of the *Friends of Mildred Kanipe Memorial Park Association, Inc.*) was called to order at 10:20 a.m., October 28, 2011 in the Lane House Annex. Present were board members John Robertson, Midge McGinnis, Leslye Wing, Debbie Levings and Karen Roberson. Deb Gray was absent. Celia Scott, Mike Burke and Steve Kennerly were also present.

## **AGENDA ITEMS**

### **School House Restoration**

The School House is once again on the ground! This phase of project completed. Many thanks to Karen and Steve, who oversaw it so well.

Karen advised us that when they were working on the building they discovered quite a bit of bug damage, so the building beams were chemically sprayed to prevent further damage. This did not cost us anything additional, however, we did not get the insulation as planned. It was a trade off. Installing insulation right now would not have been unwise, anyways, as it would have only been ruined by the weather until the building is sealed properly.

#### Next Steps:

Tom Rodgers needs to inspect roof and advise us on what needs to be done. He will need to do drawings for us, too. Then we need to obtain estimates and obtain contracts. (side note...we still have not received a bill from Tom...Karen will contact him and see if she can get an invoice from him so that we can make a payment to him)

Some questions concerning the chimney. Is it safe to leave as is during repairs? If it is taken out, do we run the risk of endangering ability to obtain an Oregon Heritage grant if the chimney is temporarily removed?

#### Dry In:

As work will cease for the winter now, we need to do a few things to protect the building as best as possible.

Roof – Karen will contact Jim Dowd to see if his work crew can at least ‘anchor’ down the roof in the places that it is coming loose so that sections do not come undone during the winter allowing rain into the building and ruining work done inside.

Windows/Doors – Karen, Celia, Mike, Steve and Leslye will go to school house on Sunday, October 30, to put plastic back up on the windows (which has ripped off) and also try and secure the back door (which had been broken in during the summer). Midge will touch base with Karen afterwards so that she can submit a work project report to Jim Dowd. Midge will also email Jim about the work party (done and confirmed).

Evaluation Team – We will need to submit an evaluation to the three grantors. In order to do this, someone must ‘inspect’ the work. The work party group will do this on Sunday while they are there.

#### Evaluation Process – Grants:

As a wrap-up to the organizations who gave us grants, we need to submit an evaluation report. As we are not sure exactly what each group would like to see, Midge will contact Cow Creek, Kinsman and Hunt to advise them that this phase is now complete and do they have a specific format they would like us to follow for an evaluation follow-up. Once we have that, we’ll prepare what is needed and get it off to them.

#### Sign:

Steve has been in touch with Norm Counts, who can do us nice large sign acknowledging the grantors, contractors, etc. for in front of the school house. Some discussion around what should be on it. Statements regarding what phase of the project should not be shown (this from Debbie L who said it could come back to bite us if something isn’t right or if there is confusion as to phases and what is in each). Suggestion made to simply list the name of the project, our Friends group spearheading project, 2011 grantors, 2011 contractors. This would leave it open to simply adding on to the sign as the project progresses. Steve will talk to Norm about what he can do, but not commit to anything yet.

#### Roses:

The roses around the school house that Celia and Mike ‘rescued’ are doing just fine!

**Oregon Heritage Grant** – We were trying for the October 28<sup>th</sup> submission, but after carefully reviewing the grant application, Debbie Leving recommended that we do not rush into this, but wait for the April cycle. In the meantime a committee will be formed to meet and do this grant and other proposals up carefully. Committee will consist of: Karen Roberson (as Chair), Steve Kennerly (as Development), Debbie Levings (as Writer), Midge McGinnis (Secretary/Archival Research). Meetings will be held after normal board meetings, with an extra one in November (Debbie to let Midge know date as she could not stay for today’s meeting).

**Park Department Meeting Update** – Midge attended the monthly parks department meeting. Jim Dowd and board were very pleased with the progress we've made on the school house. Midge gave them some additional pictures of the project.

Jim also gave some more information regarding the dairy barn. The building department was the group that actually did the demolition. Jim was supposed to be there, but the building went down before he was contacted. Salvage work was done and supposedly the materials are stored (assume the horse barn). Tin from roof was salvaged, however, the funds from that ended up going to pay for the removal of some asbestos that was found between milk room and barn.

Park board wondered if we had any plans for the site. Midge only told them that we'd like to eventually see a permanent sign placed at the site with pictures and history on it. (this will be one of the signs we work on this winter). Board also discussed value of saving and 'footings'...might have been a good idea, however, there weren't any stone foundation stones and the site had already been dozed over and burned.

Jim also advised the group that the Parks Department has advised the National Register that the Dairy Barn is gone and he said they will also advise them of progress made on the English Settlement School House.

### **Archive Storage at Annex**

John found an empty 4 drawer file cabinet at the annex that we've 'claimed'. Midge brought an entire drawer worth of documents that she had from Lois Eagleton. They are now in the cabinet. Also in the drawers are the Trail Dash materials, t-shirts, etc. Going forward, originals of critical documents (contracts, grant submissions, etc.) should be given to Midge so that she can see that they are properly filed in our archive cabinet. Keep copies for yourselves!

## **MISCELLANEOUS**

**Orchard** – Recommendation made by Mike Burke and Celia Scott that the trees they are 'babysitting' stay with them until next fall to be planted in the orchard. They're doing great and we want to give them every chance of making it when they are planted back in the orchard. Members were in agreement.

**Printer** – Decision was made that we could really use a copy machine at the annex. Leslye Wing asked John Robertson if the Historical Society would split the cost of a copier with us. He was in agreement. They will split the cost ½ with us. Midge has agreed to look and purchase a copier (Note: Midge checked and it looks like we can get one for \$59.99 and this is a printer/copier/scanner). This will make it much easier to insure people have copies of documents presented in meetings as well as making it easier

for board members to make copies for themselves and leave originals in archive file cabinet.

**Trail Dash** – Leslye will most likely not be available on the day of the trail dash! However, she will be coordinating the event as usual. She'll be doing the T-Shirt design, posters, etc. Board agreed that we will go with small posters this year so that we can have more of them. Karen suggested that we pare way back on the number of donations we solicit as we really had more than we needed and also that the silent auction be done away with. Group decided we'd go for our sponsors to cover expenses and solicit prizes and gifts that the runners would appreciate and, again, far less than in past years.

Leslye will be contacting Yoncalla Feed about the big blackboard. She'd seen a sign that they were closed and if they are going out of business, we're hoping they would be willing to 'donate' that board to us. It was mentioned, that maybe it could even eventually be used in the school house.

**Signs for Day Use Area** - No, this project has not been forgotten. Leslye has promised that as soon as the winter rains begin, she will start working on this (with help from Midge). Plan is to have these signs ready for spring. We'll also add in the Diary Barn (which was not in the original group given to Leslye by Midge).

**Celia/Board Member** – BEST FOR LAST! YES! Celia has decided to rejoin us as a board member. WELCOME BACK!

### **NEXT MEETING**

Next Meeting will be on **December 2, 2011** at Lane House Annex in Roseburg at 10:00 a.m.

Meeting was adjourned at approximately 12:00 noon.