

City of Portage – Historic District Commission
Wednesday, August 7, 2013 @ 8:15 a.m.
Portage City Hall – Conference Room #2

MINUTES

Meeting Called to Order at 8:23 a.m.

Present: Mark Reile, Christine Broberg, Al Van Kampen, Rus Randall, Theresa Bunch, Suzanne Nemeth, Jim Ebert and Erica Eklov.

Absent: Dorie Erhig and Katie VanLonkhuyzen

Approval of Minutes: June 5, 2013 minutes were not available – will be provided for September 4th meeting.

Announcements: HDC Account Balance as of July 31, 2013 was \$415.19.

Old Business:

- 1) 50th City Anniversary
 - a) Christine relayed that she has not moved forward with the book digitization as of yet, but will be able to pursue Oct. to Dec. She also mentioned Steve Rossio at the Library believed he had an unbound copy of the Grace Potts book for better scanning.
 - b) Al reports no activity with historic property tour map. He opened the task to anyone interested in assuming the project.
 - c) Suzanne reported on the trading card project following discussion with Superior
 - i) There will be 9 cards
 - ii) 9 properties
 - iii) Card stock, glossy paper, pre-cut
 - iv) 1,000 of each card (9,000 total)
 - v) Quoted an estimated \$300
 - (1) Suzanne had prototypes made with the printer which she presented
 - (2) Mark inquired about distribution and advertisement methods
 - (3) Christine discussed donating ribbons to have volunteers bunch the sale groups
 - (4) Discussion progressed around future series of cards and formats (2014, etc.)
 - (5) Mark discussed dispersal of a set number to the schools – he would approach the school about the possibilities and format
 - (a) He also asked Suzanne about the time frame for publication with an interest to have them before the Labor Day holiday
 - vi) Al moved to approve publication of trading cards for up to, but not exceed \$400, Christine seconded – motion passed unanimously.
 - (1) He asked Suzanne to acquire updated quote from Superior that Erica could relay to the HDC for information
 - (2) Jim requested that members begin figuring who to charge \$1 for public card packs
 - d) Jim asked Al to e-mail him the tour materials to begin reviewing for continuation
- 2) Mark has made one attempt each with the Davis' (1521 E. Centre) and Woerners (6235 Oakland) without responses. He will follow-up with each after the meeting.

New Business: none

Citizen Comments: none

Member Comments: none

Adjournment: Approximately 9:30 a.m.