

Jack House Committee
MINUTES
San Luis Obispo City/County Library
Wednesday, April 8, 2009 5:30 p.m.

- CALL TO ORDER:** Chair Ron Batterson called the meeting to order at 5:30 p.m.
- ROLL CALL:** Committee Members Patrick Mayeda, Betty Stockton, Bob Gordon, Gerry Johnson and Kathi Settle
- ABSENT:** Kylie Hatch
- STAFF:** Christine Wallace, Audrey Hooper
- GUESTS:** Toni Kincaid
-

PUBLIC COMMENT PERIOD:

There was no public comment.

CONSIDERATION OF MINUTES AND FINANCIAL REPORT:

The minutes of March 2009 were approved.
The March 2008 Financial Reports were approved.

REGULAR ITEMS

ITEM #1: Oaths of Office Returning Members

- Audrey Hooper was present to swear in returning members Betty Stockton and Patrick Mayeda.

ITEM #2: Elections - Batterson

- Nominations were take for the positions of Chair and Vice Chair of the Jack House Committee for 2009.
 - ❖ A motion was made to re-elect Ron Batterson as Chair of the Jack House Committee. The motion was passed unanimously.
 - ❖ A motion was made to elect Patrick Mayeda as Vice Chair of the Jack House Committee. The motion was passed unanimously.

ITEM #3: Summer Tea – Kincaid

- Kincaid presented information regarding a possible tea party event at the Jack House.
- Her recommendations included:
 - Keep the tea at a maximum of 50 guests.
 - Date of event, August 9th, Sunday 1-4 p.m.
 - An estimate for costs covering tableware, real tea cups, scones, tea sandwiches, hot tea and lemonade was approximately \$500.
 - Possibility to have harpist play background music.
 - Volunteers will be available to give Garden tours.

- Suggested ticket price of \$25 adults /\$15 tickets children under 12 with a projected profit of approximately \$400.
- Questions/Issues raised by committee members:
 - Mayeda expressed concern that the price of tickets may be too high and if there will be a demand for 50 tickets.
 - Stockton asked about coverage to take care of tours in house and garden and servers.
 - Keep tables in garden area near gazebo.
 - Wallace confirmed that she will assist with publicity and the budget for it.
 - Gordon suggested each member bring 10 names to send invitations to rather than paying for advertising. Invite former committee members and docents as well as Jack family members.
 - The Tea Lady may have a good mailing list that she could share for a public invitation list.
 - Laurie Sinton may have members of the community she would like to add to the invitation list.

- ❖ A motion was made to approve \$1,000 for the tea party event and an additional \$300 from promotion fund to do any advertising if needed. The motion was passed unanimously.

ITEM #4: Mannequins – Kincaid

- Presented a mannequin that was donated to the Jack House docents. It was made of plastic and the cost to purchase additional figures would be \$15 for male figure and \$28 for a female figure. Docents would like 3 female and 2 male torsos to display articles of clothing in the Jack House on a regular basis.
- Child-sized mannequins are available but there may not be a lot of children's clothes to display at this time.
- Johnson suggested checking Gottschalks for mannequins since they are having a liquidation sale.
- Mayeda asked if the mannequin forms had "out gassing" issues with the plastic forms. Kincaid will ask the manufacturer this question and report back to committee.
- Stockton asked if the mannequins are going to be an official decoration item as the Jack House collection. The clothes are the decorative, collection items, not the mannequin. The only other way to display clothing is to put on hangers or place on furniture.
- Settle suggested covering the plastic forms with muslin in order to cover look of plastic and give them a more antique look.
- Batterson feels the cloth covered plastic is a good compromise at this time.
- The garments will be displayed in the bedrooms only.
- Stockton feels the best place to display mannequins may be in Gertrude's sun room rather than in the bedrooms because sewing may have been done in the room during the time instead of bedrooms.

- ❖ A motion was made by Batterson to approve \$150 from the Jack House fund to purchase mannequin forms in order to display Jack House collection clothing. The motion was approved unanimously.

Reports and Updates

Monthly Activities – Staff/Public Works

Christine Wallace reported on the following:

- Passed around the Jack House committee member list and contact information for review.
- Provided a draft of the master docent contact list to be reviewed before publication.

- Met with PIO Ashley Lopez, she will work on house brochure and a draft may be available for May meeting.
- The garden tags are in and will be placed in the garden soon.
- The phones (cell phones) are now available for the house.
- She has arranged for the Pat Cormick Band play at the Good Morning SLO on April 23rd. Wallace will get 60 seconds to promote any event. Wallace would like a docent in Victorian costume to volunteer for the morning. Kincaid will find a volunteer to be available and possibly read the public announcement.

Docent Activities

Toni Kincaid reported on the following items:

- Presented water color painting that was donated by Laurie Sinton–Painted by Barb Gross from New York. Ms Gross painted it for her mother, Doris Jones, a friend of Howard Jack. The painting was given in 1972. Most likely painted in the late 1960's.
- Batterson would like to have the painting sent to a professional framer and have the backing done properly. Requested an estimate for the cost in time for the May meeting.

Member Comments

- Gordon announced the Wes Connor plaque is finished and will be posted on Saturday, April 11th.
- Settle asked about the master committee list and wanted to know the difference in member at large and committee member. Wallace will ask the city clerk's office for clarification.
- Batterson made another draft of the work program. He presented the copies to the committee.
- Stockton asked about new items in the house. The new items will be tagged and placed on the inventory master list before they are displayed.

Communications

- No communications at this time.

Meeting adjourned at 6:43 p.m. Next meeting is May 13, 2009 at 5:30 p.m. at the San Luis Obispo Parks and Recreation Administration Office.