

Umpqua River Lighthouse Museum & Coastal Visitor Center Advisory Meeting

LOCATION: Umpqua River Lighthouse Museum & Coastal Visitor Center

DATE: February 21, 2019

TIME: 10:00 a.m.

DRAFT

ADVISORY BOARD ATTENDEES

Becky Brosi (Chair), James Davis (Secretary), Karen Bedard, Eric Boe, Dee Dee Murphy, Tom Kress (Commissioner) and Phyllis Dever

APPROVAL OF MINUTES

Minutes approved with no changes

COMMUNICATION/ORDER OF BUSINESS

Called to order at 10:00 a.m.

OLD BUSINESS:

- Eric Boe contacted the boat repair person - they are not interested in trying to refurbish it. Jamie let him know that he has another contact name for him to try and will give him the info.
- Phyllis Dever discussed the upcoming Celebration - she spoke with Wayne Patterson from the Umpqua Economic Dvlpmnt regarding whether there might be money available to put towards it. The answer was affirmative and she was given a form to fill out.
- Discussion on was to raise money for the Celebration - ideas were the Reedsport Chamber, Lower Umpqua Hospital, the DCM Foundation and sponsors.
- Jessie from the Coast Guard might bring workers to help paint the interior of the Lighthouse.
- Discussion on tent availability for the Celebration - Phyllis obtained prices for tents with side-walls and heaters.
- Discussion on signage - James will make whatever ones necessary for the Celebration.
- Discussion on the necessity of advertising the event. Will be about \$5,000 if including t.v., radio, and print advertising. Also need to do Facebook and website advertising as well.
- Discussion on entertainment - a band called Worn Out Frets is available - they only charge \$200 for a 4 hour time period. They play a variety of tunes including ones from the Eagles, Crosby Stills & Nash etc.
- Motion to approve scheduling the band passed.
- Question regarding whether borrowing picnic tables from the Parks Department would be o.k. Responded that because of the time of the year, it would probably be fine.

- Question regarding when the first lighthouse light was lit. Answered by Eric Boe that it was 4:34 p.m. All agreed that the event timing needed to incorporate that time frame. Decision made that having the event from 2-6:00 p.m. would be best.
- Question regarding who would be setting up and cleaning up the event. There will need to be more definite follow-up on the subject.
- Question regarding how the invitations will be sent out
- Discussion on the attire. Decision that casual would be best although dressy would also be appropriate as it will be a New Year's Eve event.
- Discussion on tents and the fact that the rental company will not set up their tents if it is too windy of a day.
- DeeDee is working on updating a mailing list for the invitations.
- Discussion on renting vs. buying outdoor heaters
- Discussion on parking for the event.
- Discussion on the need for sandwich boards to put signage on. Can borrow some from the Reedsport Chamber as they have quite a few.
- Discussion on the need to rent portable bathrooms - decision made that two will be needed.
- Discussion on the photo contest - the contest would need to start after the painting of the Lighthouse is complete (which should be in June).
- Discussion on Heceta Head Lighthouse's plans for their upcoming celebration.
- Discussion on plans for the new gift shop.

MEETING ADJOURNED AT 10:44 A.M.

NEXT MEETING TO BE ON THURSDAY - MARCH 14, 2019 AT 10:00 A.M.