



SCAPPOOSE
Oregon

100 Year Celebration Ad Hoc Committee Meeting Minutes

Scappoose City Hall, 33568 E Columbia Ave., Scappoose, OR 97056

May 19, 2021 6:30 pm

Attendees: Isaac Butman, Mike Sykes, Pete McHugh, Joel Haugen, Jeff Weiss, Susie Wilson, Janet Williams, Cindy Ede

1. CALL TO ORDER

The meeting was called to order at 6:40 PM by Chair Michael Sykes.

1.2 Meeting Minutes and Agenda were approved by unanimous consent.

2. Old Business

2.1 Meeting time change – Mike stated the Committee will forgo the next meeting for Memorial Day weekend and reschedule regular meetings bi-weekly to 3:00 pm on Thursday, pursuant to discussion had over the course of the last week. Isaac will check to make sure Council Chambers is available.

2.2 Sponsor Recognition Plaques: Cascade Tissue – Isaac stated that he and Pete had talked about recognizing the highest tiers of sponsorship through commemorative plaques and showed a mocked-up plaque to the group. Pete stated that he would like to give these for the tiers sponsoring at \$1000 and up, and he would like to give them right away and give a certificate at the event. Joel and Jeff stated that they would like the plaques displayed at the event and have them delivered to the sponsors after the event. Jeff suggested holding a Sponsor Recognition event at the Birthday Celebration Event and give the plaques out then. Janet would prefer giving out the plaques out right away due to the logistics at the event. A motion was made to send Plaques and Certificates out as soon as possible, and at the event utilize a metal display for sponsor logos. Motion was seconded and passed unanimously.

Pete showed a picture of a sponsor logo holder that is a permanent fixture in St. Helens and stated that he would like to do that for this event too and mentioned that Pacific Stainless might donate that display.

Isaac stated that he was working on the sponsorship application for Cascade Tissue but needed a dollar amount to ask for. Mike and Pete stated that they felt that \$5,000 was appropriate. This ask got unanimous consent.

2.3 Volunteer Coordinator – Janet Williams will be handling volunteer coordination day-of at the event. Janet stated that in addition to an online volunteer signup, there should be an in-person portion to volunteer signups. There was a discussion about differing community groups that Committee Members might approach about volunteering.

2.4 Veteran's Park Venue Change – There was a brief discussion about expanding the beer garden at Veteran's Park beyond the limits of the baseball field. It was decided that Isaac would coordinate with Police Chief Miller and schedule a meeting for interested parties if necessary.



2.5 Millie Gobel – Pete stated that Millie should hold the title of honorary centenarian.

2.6 Photo Displays – Treadway and Pete talked about the displays, with the City taking 4, 4x8 panels in the center of the History Tent, smaller displays placed around the perimeter, and four larger booths in the corners. The displays will all be made of the same materials, and at the same height, on a black fabric background. Photo displays will be 36"x36" or 36"x72" and will mount to 4'x4' or 4'x8' panels. Pictures and narrative are required.

There are three different options for getting the displays together. 1st will be people developing their own display within certain guidelines. 2nd, groups will upload pictures, narrative, and a display layout to google drive and someone will arrange the display. 3rd, groups will upload everything but no layout, and it will be completely designed by the working group.

Cindy asked if there is the possibility to place tables in front of the display boards for physical displays, materials, books, pamphlets, etc. Pete stated that there will be tables available for people to have tables if they would like.

2.7 Betty Huser Recognition – Pete stated that Betty Huser was Mayor of Scappoose for a decade, and a public servant for many more years. Pete stated City Council has committed to doing something to recognize her, and there was intent to have her recognized at the 100-Year Event. Josette stated she and her friend Kay will work on this.

2.8 Run for Neil – last pieces of required material for the application have been submitted. This should be going before the Commission next week. There are 8 people signed up, and over \$750 in donations made already. Paul will be picking up the pace in terms of marketing and advertising for the event.

2.9 American Legion – Pete wanted to mention their potential participation in the event for the group.

2.10 Credit Union Photo Booth – Susie stated that this will not be happening at the event.

2.11 KOHI – Susie stated that she met with Marty today, and he will do a live feed before the grand opening Friday, and from 2-6 pm, and will be working on getting pictures for the history tent. He will also be the emcee for the parade. He would like a map and a listing of who will be in the parade. Susie stated Marty gave her the opportunity to go in and talk live about Scappoose 100 on Wednesdays and Fridays, and they would love to have her and Pete come in and talk about the event on the radio.

3. New Business

3.1 General discussion – Mike would like Les and Karen be invited to the next meeting if possible, and would like people to show up, and recommended that Isaac send a call out for participation generally to really get people to come in and help since the group is approaching crunch time.



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Isaac showed the final invoice and asked for final approval for the lapel pin expense. There was unanimous consent on this matter.

Jeff looked at sponsorship list and is wondering if businesses who have not been contacted will be contacted. One member asked to add donating money to the mural to the agenda. Jeff stated he would like to book the local family band, the Columbia County Coyotes, Friday at Heritage. Jeff stated he will ask about pricing. Rae Gordon will be performing 3:30-5:30 at Veterans on Saturday.

Pete asked how the Committee is going to handle assigning major sponsors to events as there aren't too many. Joel stated major sponsors should list top three preferred events and see what shakes out.

Susie stated that Toastmasters will be able to do Emcee for both Veteran's and Heritage Park.

4. Announcements and Next Meetings

- June 3, 2021
- June 17, 2021
- July 1, 2021

5. Meeting Adjourned at 7:40 pm.

For questions about these minutes, contact Isaac Butman, 503.543.7184, ibutman@cityofscappoose.org
The 100-Year Ad Hoc Committee conducts its meetings in an ADA accessible room. If special accommodations are needed, please contact City Recorder Susan Reeves at 503.543.7146, ext. 224 TTY 503.378.5938