

Malvern Historic Commission

Meeting June 22, 2009

Minutes

Members Present: Lynne Hockenbury, Tina England, Barb Rutz, Deb Collins

Members Absent: Kristen Thomas, Barb Leighton, Joan Stackhouse

Guests Present: Nancy Schmitt

The Meeting was called to order at 7:43pm.

Approval of Minutes: Minutes from the May 15, 2009 will be approved after correction by noting that Tina England was not present at the meeting and then submitted for posting online.

New Business:

- A. A group photo was taken of the Malvern Historical Commission members for use on the borough website.
- B. Pictures for the Council room need to be updated. One fell off the wall. Sandi put in a suggestion that we purchase more stable frames. These may be more expensive, so we would have to adjust our budget for 2010 to support such a purchase. The commission decided that scanned photos/pictures from one of the walking tours would look nice framed and hanging in the Council room.
- C. Financial Report: The Malvern Historical Commission currently has a balance of \$6,374.80 in savings. 88% of our budget is unused as of this meeting.
- D. A Chester County Life Magazine with an article about Malvern was donated to the Commission.

Updates:

Stand-Alone Mailer – Permission was given by the borough for a stand-alone mailer to be placed in the next mailing. This mailer will be a ¼ sheet of bright paper and will promote the open house. If the mailer is brought to the Historical Commission open house, the visitor will receive a free Historical Commission magnet. Lynne will create the content for the stand-alone by July 6.

Old Business:

- A. Brochure – The Commission decided that the brochure should be printed. Photos will look much cleaner and more professional than photocopies. Commission needs to review for errors. The map needs to have the RR tracks added as well as adding numeric identifiers for each item in the brochure. Lynne and Deb will get together on July 5 to go over format and style if needed.

- B. Malvern Historical Commission Open House – October 26 from 7pm – 9pm. Commission members will get together on Saturday, October 24 to set up displays.
- C. Coloring Book – The Baptist Church ordered 6 coloring books.
- D. Historic Ordinances – Lynne is working on the prep and presentation for PC and BC.
- E. Historic Property Inventory Files – Lynne will talk to Sandi regarding the zoning map. Tina will data entry all information to date into a spreadsheet.
- F. Historic Resources Map – Descriptions typed into the computer are done. Lynne is reviewing for details and hopes to have completed this by the end of 2009.
- G. Creation of Displays – the Commission will set a date at the August meeting to work on this in the fall (September time frame). Need to catalog books and files.
- H. Book about Women in Malvern – Nancy will not make the March 2010 deadline. There is a vast amount of information that is time consuming to collect and verify.
- I. Reviewed other items on the Action log. Updates were made on items completed and adjustments to target due dates. Note that Nancy Schmitt will not be involved in the 125th Anniversary. Planning and execution will be the responsibility of the Commission.

Meeting adjourned at 9:03pm.

The next meeting will be held on Monday, July 27 at 7:30pm.

Respectfully submitted by:

Deb Collins

Secretary Malvern Historic Commission