

Malvern Historic Commission

Meeting August 24, 2009

Minutes

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

Members Absent: Kristen Thomas, Joan Stackhouse

Guests Present: Nancy Schmitt

The Meeting was called to order at 7:38pm.

Approval of Minutes: Minutes from the June 22, 2009 and July 27 were approved.

New Business:

- A. Paoli Battlefield Preservation Fund is holding an event on Friday, October 2, 2009. There will be a talk about an archeological dig and tours of the battlefield starting at 5:30pm. They asked the Malvern Historical Commission (MHC) to do a tour as well, but Lynne declined due to such short notice. MHC will support this event by hosting refreshments at borough hall that evening.
- B. Report on Collections Management Workshop: Barb Lutz, Tina England and Lynne Hockenbury attended this workshop. MHC is on track as we continue to organize the collection materials. Information shared at this workshop included the creation of a database and a variety of forms. Lynne mentioned that there will be a need for a notebook to keep hard copies of the forms organized. The forms are available in electronic format.
- C. Arcadia Book – Lynne received an email regarding interest in a book that includes Malvern through Arcadia Book publishers. Lynne responded that we would assist the author/s with photos. Nancy mentioned her concern that the photos should be electronic scans and not originals. The commission agreed with this concern.
- D. Items loaned to Gingy's – Malvern Business Association is working with Comcast to create a commercial. Some items and photos were loaned to Gingy's for the making of this commercial. The commercial will include some history of Malvern.
- E. New items – Before the beginning of the meeting, a family member of the Syfrit family came into the meeting room and donated the Syfrit Family Malvern Ambulance Service ID card and 6 report cards of Violet Coochner when she was in first through sixth grade at the Malvern Elementary School. The MHC is grateful for this wonderful addition to the collection.

Updates:

MBPA Fall Festival – October 4. The MHC scheduled members to be present at our table during the Fall Festival. Deb will set up and work until 11 or 12 noon. Nancy will join Deb at 10 until noon. Barb and Barb will work 12 noon to 2pm and Lynne will close up from 2pm to 4pm. Items available for sale at the table will include MHC's magnets, the Malvern Coloring Book, *Malvern Items 1870–2006*, and *A Century in Malvern* by Nancy B. Schmitt.

Old Business:

- A. Open House – Discussion surrounded what to do during the open house. Nancy suggested that a discussion on the research process should be presented. Items on display will be from the MHC collection and relate to women in Malvern. These will be placed in the large conference room. Nancy will also talk on low tech research in a high tech world. There will be a PowerPoint show in the small conference room of the walking tour presented to the public last year. The MHC room will be open for the public to browse. Books, citizen and property files as well as history files will be available for viewing. Food will be available out in the hall. Ginger snaps, cider, red grapes and apples were food suggestions made by MHC members.

- B. Borough Comprehensive Plan – There will be a meeting on Thursday evening, Aug 27. Barb L will attend. Updates and changes to the plan will be emailed by Lynne to all MHC members. The meeting is being held to approve these updates and changes. MHC members reviewed the information in the plan to be familiar with it. Lynne encouraged the MHC members to attend if possible.
- C. Budget 2010 – Purchase of mugs for 2009 will be put on hold and moved to a possible purchase in 2010. Lynne will finalize the 2010 Budget for submission on Monday, Aug 31, 2009.
- D. 125th Anniversary – There is nothing to discuss at this time.
- E. Historic Ordinances - Lynne is still working on a presentation for the Planning Commission and the Borough Council.
- F. Historic Property Inventory Files –The files have all been checked. The next step is to get the information onto the computer and set a date to add missing items to files such as pictures and deed research.
- G. Historic Resources Map – Lynne sent Sandy Kelley an email. Descriptions typed into the computer are done. Lynne is reviewing for details and hopes to have completed this by the end of 2009. Descriptions will go into the file.
- H. Creation of Displays – Already displayed the Malvern Bank items. MHC members agreed that the display should focus on Women in Malvern. Possible date to set up the display: Saturday before the Open House. A definite date and time will be decided at the September meeting.
- I. Reviewed other items on the Action log. Updates were made on items completed and adjustments to target due dates. Items added were to computerize the historic properties inventory files, Ad the catalog onto the computer by the end of 2009, distribute History Borchure/Walking Tour to additional locations, and determine places to advertise the MHC open house.

Meeting adjourned at 9:45pm.

The next meeting will be held on Monday, September 28 at 7:30pm.

Respectfully submitted by:

Deb Collins

Secretary Malvern Historic Commission