

Malvern Historical Commission
Agenda
January 9, 2018

ATTENDANCE (positions listed below were determined during the reorganization)

Lynne Frederick, chair
Barbara Rutz, vice chair
Catherine Raymond, treasurer
Kel Schmitt, secretary
Zeyn Uzman, pizza sutler ABSENT
Helen McDonnell, member ABSENT
Barbara Stergiades, member ABSENT

Lynne called the meeting to order at 7:36pm.

I. Reorganization

Kel motions that the officers of 2017 carry over to 2018, with the addition of pizza sutler, for which he nominates as Zeyn Uzman. Barbara R seconds. Motion passes.

II. Public Comment

Lynne thanks Barbara R and Kel for continued service, as they were both re-appointed by borough council on January 2nd to 5-year terms, ending 2022.

III. Approve Minutes from November 28, 2017

Cathy motions to approve the minutes. Barbara R seconds. Approved.

IV. Reports

- A. Financial report (see attached) Kel moves to approve as submitted; Barbara R seconds. Approved.
- B. Preservation Awards Committee (Barbara, Zeyn)
 - 1. Reaching the owner of Pete's Garage - Cathy to check with Borough Office
 - 2. 2nd meeting in July we vote on these awards; awards presented in September.
 - 3. There is a property we may want to honor sooner rather than later. What do we call this award (if given in a time other than September)? Barbara R to speak with building owner to see what dates are good for the presentation at Borough Council. Lynne will speak with Chris Bashore about getting on the agenda once we have this information.
 - 4. We reviewed the potential candidates on the Preservation Awards Matrix.

5. Historic Ordinance properties plaques discussed. Kel asked for the pricing of the original plaque (set up costs and such). Lynne will need to check the yahoo email for that information.
- C. Publications (Kelly, Cathy)
1. Facebook: Cathy will continue with the 2 posts per week; Kel with the daily Paoli Day / Memorial Parade posts
 2. InGV: Cathy's ran in December; Kel to check with PBPF and PMA on parade coverage for the next one and will coordinate
 3. Our public meeting dates on FB now
 4. Borough Broadcaster (should go out mid-Feb): Malvern Blooms, new map (see new business)
 5. Tour brochure: Ready for an update? Randolph Woods asked to join the list, via Mark Neimic's email to us. Lynne suggests a tour brochure shared with Parks & Rec (including costs). Cathy agrees; says we should reach out to P&R to see if they'd like to share this. The tour brochure would highlight each park, what it used to be (our part), and what can be done there now (P&R's).
- D. Malvern.org email report (Lynne, Kelly)
1. Campli photos and Eli Khan - Barb will ask more questions of Campli on digital files and how he handles that. These photos are ours (the borough's), not owned by the end user (Khan), so it's not as easy as, "here's a CD, have at it." Khan wants to have digital files of historic Malvern photos for sound proofing panels.

V. Old Business

- A. Legacy Box report: last time we tried bagging was on 12/12. Meeting times to continue this process TBD at the next meeting, when all of us are expected on hand.
- B. Lyceum in March? Sure! Author from Malvern? Kel to look into this.

VI. New Business

- A. 2nd monthly meeting suggestion: If we don't have X number of items Y days before the meeting, we make our public meeting a work session in the office. Cleaning, organizing, looking stuff up, displays; etc.
 1. Sunday prior to our meeting will be our deadline. We will decide this by email and ensure the borough about the decision so they can advertise appropriately.
 2. Kel asks about Adjusting the agendas and the committee reports so we don't miss a committee. We will adjust the agenda templates once we reorganize and possibly redistribute the committees.

3. Lynne and Kel discuss adding the task log to the agendas/meetings. Barb will work on this.

B. Update contact info: Lynne wants name, phone, mailing address, and preferred email address. This is for us, and also to share with Karen Marshal at CCHPN.

C. Map to have printed. We are out of the train map from 1881. We'd like to do a different map for a new printing. We now are the proud owners of several historic maps new to us in this last month. We will need to choose which can be reprinted and how many to purchase. Next meeting, we will look at the maps we have and make further decisions.

D. Phoenixville Historical Society membership: To study for the Memorial Parade. It's \$25 for the year for an individual, and given their costs set for non-members, this is a savings. They have newspapers that CCHS does not have. Approved for 2018. Lynne would also like Kel to copy/print anything they have on Malvern to add to our files.

E. CCHPN event for commission chairs on 1/20. Lynne is going, and wanted us aware.

F. From our Yahoo email: Ancestry.com is up for renewal. It will automatically renew on 2/9/2018.

G. 150th Memorial Parade: We would like to see a return of the Committees, Commissions, and Council in the Memorial Parade. Carroll Siquett has a tractor, and possibly a hay trailer. Lynne will pursue garnering interest.

H. CCHPN and CCHS memberships due this month, as is the NAPC. NAPC is not doing enough for us, but the other two are. We will revisit NAPC. CCHS and CCHPN will be paid by Cathy once those renewal requests arrive.

I. Goals for this year for Borough Council / 2017 year in review report for council. Lynne is in process to do this, and Barb's task list will help.

VII. Adjournment

Barb motions to adjourn at 9:57pm. Cathy seconds. Motion passes.

Next meeting: January 23, 2018

Respectfully submitted, Kel Schmitt (secretary)

**MALVERN HISTORICAL COMMISSION
FINANCIAL REPORT
DECEMBER 2017**

BANK ACCOUNT--National Bank of Malvern:

Balance as of November 21, 2017:		\$ 4,311.43
Deposit (on November 29, 2017):		46.50
Interest (paid December 21, 2017):	+	<u>\$ 1.25</u>

TOTAL as of December 21, 2017: **\$ 4,359.18**

TOTAL INTEREST paid in 2017: \$13.87

BOROUGH BUDGET CONTRIBUTION

--(as of December 27, 2017): **\$ 506.04**

Value of Contribution

as of November 27, 2017: \$ 1,005.84

Subsequent debits:

12/27/2017

Copying at Conlin's Copy Center--	
Walking Tour brochures	\$ 499.80

Total Debits since last report: \$ 499.80

TOTAL PURCHASING POWER-- **\$ 4,865.22**
(both accounts total)