

Malvern Historical Commission
Minutes
November 13, 2018

ATTENDANCE

Lynne Frederick, chair
Barbara Rutz, vice chair
Catherine Raymond, treasurer
Kelly Schmitt, secretary
Barbara Stergiades, member - absent
Zeyn Uzman, member - absent
VACANT, member

Lynne calls the meeting to order at 7:44pm.

- I. Opening Remarks
 - A. Barb R shows us a new acquisition of a postcard of the caretaker's house at St. Joseph's-In-The-Hills.

- II. Public Comment
 - A. There is no public to comment.

- III. Approve Minutes from previous meeting of October 9.
 - A. Cathy motions, Barb R seconds. Motion passes 4-0.

- IV. Reports
 - A. Financial report
 1. Updated October report (minor correction) - see attached
 2. November report - see attached
 3. Lynne gives Cathy receipts for around \$50, and \$85 bill also handed over.
 4. Thoughts on using up the money we have left?
 - a) Can we find anything for the August 8, 2019 tour? Photos we'd like to blow up? Directional signs for walkers on the tour? Possibly 3-6 more of the "Malvern Historic Site" standees?
 - b) Online memberships (or upgraded memberships) to different historical entities? Suggestion: newspapers.com.
 - c) Official weights for the tent? Our own tent? Cathy recalls the Willistown-Malvern Republicans purchasing 6 tents recently at a great price, but Lynne suggests we buy a good and strong tent even it's at a higher cost.
 - d) Display cases?
 - e) Lynne will check with the bank on Christmas on King to see what their plans are for 12/1. Perhaps this answer will inspire us.
 - B. Preservation Awards Committee (Barb, Zeyn)
 1. Cathy asks if we ever sent the letters to the awardees to come to one of our public tour meetings? Not yet; we'll get those 2019 dates to Chris to work on letters to send out.

2. Cathy will work on Pete's Garage, and will reach out to Tom Fillippo. Suggestions include offering to give the award directly to Pete with Tom's okay.
- C. History Center Committee (Kelly, Lynne, Zeyn)
1. Goal is to be done organizing by the August tour. No future clean up dates are scheduled at present.
 2. Kel is still working on photos.
- D. Ordinance Properties Committee (Barb, Lynne, Cathy)
1. See under New Business.
- E. Electronic correspondence report
1. We're at 1007 likes on Facebook.
 2. #1000, Keith Macon, came in and picked up his book (Malvern Items) today!
 3. Malvern.org email: CJ Martoff. Looking for a carpenter to restore pieces. Kel is waiting on a response from Barb on who has a contact for restoration.
 4. Malvern.org: Amy Munro. Looking for information on 111 Woodland. We're waiting on the photos from Kel to give her and for Barb to complete the research.
 5. Malvern.org: Ben Franklin sent us an ad to hire his services.
 6. Malvern.org: West Goshen Historical Commission updates.
 7. May Kel upload the Legacy Box photos to Google photos for easier access? Cathy agrees this is a great idea, as it will help her as well.
 8. Cathy suggests we get an Instagram, which Kel agrees is a good idea for the August Tour. Also a Twitter, per Lynne. Will we use the Malvern.org email or Yahoo email? Lynne will think on that.
- V. New Business
- A. Christmas on King - we will nail things down after the tour meeting on 11/27.
1. Should be noon to 8pm on 12/1, but Lynne will verify with the bank and will email around once she knows more. If there is anything you'd like to see or do, please put those requests in the emails going around so we can make sure the table is covered at all times.
- B. Town Tour and Walk
1. Lynne's email from Karen Marshall from the Chester County Planning Commission (CCPC) dated 11/6, has us on for August 8, 2019. We'll need a 75-word summary and a digital location photo by early January. Our December meeting will be used to work on this.
 2. Schedule for the Town Tour workshop meeting: Introduction/overview. List the sites we're thinking of using. Ask for stories or information they'd like to share. Ask for tour stop people and tour shepherds to shuttle people along.
 3. For food donations, Kel suggests we ask Aubrey Baldwin from the PBPF, who is really good at soliciting donations.
 4. Lynne will ask East Goshen and East Whiteland Historical Commissions to help us.
 5. Kel may reach out to the HCs he's found on Facebook to help us so they will learn for future years.

6. Kel will post reminders on Facebook to invite the public to come to the next meeting.
- C. CCHPN's dates mailed to Lynne
1. January 19 - leadership luncheon. It's for chairs, but Lynne is asking if anyone would like to go in her stead.
 2. March 16 - Brandywine Conservancy breakfast meeting that we usually attend. We'll get a head count at a future meeting.
 3. June 19 - volunteer celebration. Location as yet unknown.
- D. Facebook suggesting reminders to place ads
1. Cathy suggests that we (for free; sorry, Facebook) remind people they are welcome to attend our meetings.
- E. 8 Monument Ave - procedure to nominate a property onto the Tier III list
1. Barb presents an email from the Borough Solicitor which illuminates the steps. It's as easy as 1, 2, 3!
 2. Barb plans on having this ready for the December 11th meeting.
 3. Lynne suggests we knock on doors to ask if they'd like to join the list as a Tier III so we can present a batch of say, 5, at our next-go around after this address. We also need to check with 137 Monument, who wanted to move from a Tier III to a Tier II.

VI. Old Business

- A. None.

VII. Adjournment

Kel motions to adjourn at 9:52, Cathy seconds. Motion passes.

Next meetings:

November 27 which is our Town Tour and Walk brainstorming meeting

December 11

January 8

Respectfully submitted,

Kel Schmitt, secretary

Malvern Historical Commission

**MALVERN HISTORICAL COMMISSION
FINANCIAL REPORT
OCTOBER 2018**

BANK ACCOUNT--National Bank of Malvern:

Balance as of August 21, 2018:		\$ 4,435.32
Interest (paid September 21, 2018):		1.92
Deposit (made August 30, 2018) (described in September 2018 report)	+	<u>127.55</u>
TOTAL as of October 9, 2018:		\$ 4,564.79

BOROUGH BUDGET CONTRIBUTION

--(value as of September 10, 2018): **\$ 1,679.19**

DEBITS since last Financial Report:

9/13/2018

Limelight Recognition, Inc.--

Name plate for Barb Stergiades. **\$ 20.50**

9/13/2018

Zeyn Uzman--reimbursement for purchase of
award plaques for Preservation Awards from
Limelight Recognition, Inc.

\$ 750.00

9/13/2018

Verizon Wireless--monthly charge for "hot spot"
for accepting payment at events.

\$ 40.01

9/25/2018

Kelly Schmitt--reimbursement for
book display stands for use at events.

\$ 29.37

9/25/2018

Kelly Schmitt--reimbursement for
costs of printing flyers to advertise Oct. 23rd
Lyceum Night.

+ **\$ 20.56**

Total new debits **: - \$ 860.44**

Unused portion of Borough Budget Contribution

as of September 25, 2018 (27.3% of \$3,000.00 unused) **+ \$ 818.75**

TOTAL PURCHASING POWER: **\$5,383.54**
(both accounts total)

**MALVERN HISTORICAL COMMISSION
FINANCIAL REPORT
NOVEMBER 2018**

BANK ACCOUNT--National Bank of Malvern:

Balance as of September 21, 2018:		\$ 4,564.79
Interest (paid October 22, 2018):	+	<u>1.94</u>

TOTAL as of November 13, 2018: **\$ 4,566.73**

BOROUGH BUDGET CONTRIBUTION

--(value as of last report): **\$ 818.75**

DEBITS since last Financial Report:

10/25/2018

Verizon Wireless--"Contribution to Historical
Commission." **\$ 40.01**

Total new debits: **- \$ 40.01**

**Unused portion of Borough Budget Contribution
as of November 13, 2018 (26% of \$3,000.00 unused)** **+ \$ 778.74**

TOTAL PURCHASING POWER: **\$5,345.47**
(both accounts total)