

EAST COVENTRY HISTORICAL COMMISSION

SCHEDULED MEETING MINUTES

WEDNESDAY, APRIL 10, 2013

Attendance: Rosemarie Miller (Chairperson), Gail Brown (Vice Chairperson), Penny Morton (Secretary), Ann Keen (Member), Larry Tietjen (Planning Commission Liaison/Member), Scott Fitzgerald (Member), Bernard Rodgers (East Coventry Township Manager), Mariea Geho (Township Supervisor Liaison), Phyllis Snyder (Volunteer), Rugene Caldwell (Volunteer).

Meeting called to order by G. Brown, Vice Chairperson, at 7:08 p.m.

Pledge of Allegiance

Public Comments: None

Minutes: A motion to accept the March 13, 2013 meeting minutes was made by L. Tietjen and seconded by A. Keen. Minutes approved by a vote of 5-1-0.

New Business

1. Presentation by Dale Frens, Frens and Frens, LLC. on the Frick's Locks tour draft script. Copies given to all volunteer tour guides present (17). He spoke about Frick's Locks in the context of farming, canal then railroad history. Additional background reading materials were referenced on the cover and will be made available on a PDF file. He explained how the site is divided into three sections and the tour will take the visitor backward in time from the newest section to the oldest section at the southern end. Mr. Frens suggests using enlarged historic pictures of the canal, store, and Boxwood Lodge in the core area as well as a map of Frick's Locks Village to aid the visitors.
2. Gail Brown, Tour Guide Co-Chair, explained the dates and times for the VIP Tour and Community Day. She also explained the proposed tour schedule from June through October. We will also be responsible for occasional special tours such as for school groups. Gail circulated a sign-up sheet to the volunteers for participation and contact information. Gail and Penny provided their e-mail addresses for the volunteers. All volunteer tour guides will meet in the Village on Sunday, May 5, 2013 at 2:00 p.m. for a walk-through with scripts as training. Those unable to attend can accompany "trained" guides during regular tours to learn the protocol. We still need security training from Exelon. A suggestion was made to modify Village Tours in August due to excessive heat, vacations and projected low attendance. The presentation to Volunteer Tour Guides ended at 8:25 p.m.
3. Mariea Geho gave a report on the April 3, 2013 Frick's Locks Stakeholders meeting:

- Exelon will provide a porta potty for Frick's Locks Village Grand Opening and the Township will provide a porta potty thereafter until the restrooms are built as part of the trailhead.
- Follow-up invitations for the VIP Tour should go to B. Rodgers, Township Manager.
- Exelon will get back to us on Frick's Locks Security Training.
- Discussed three-sided kiosks for the trailhead at Frick's Locks Village.
- The next Stakeholders meeting will be held on Monday, April 29, 2013 at 10:00 a.m. at the East Coventry Township Building.

Old Business

1. The assignment checklist for Frick's Locks Village VIP tour on May 10, 2013 was reviewed. Historical Commission Members and Volunteers should report directly to the Village at 8:30 a.m. The ceremony starts at 9:00 a.m.
2. Gail Brown received a book from Larry Frick, son of author Paul Sumner Frick, about Frick's Locks. Gail read his letter which will be archived along with the book. Larry Frick will speak on VIP day, have his father's books available for sale that day and leave extra books here for sale on consignment.
3. Checklist assignments/arrangements for the June 1, 2013 Township Community Day tour were reviewed.
4. Gail and Penny have been working on the Frick's Locks 2013 season tour assignments.
5. Our "Battle of the Clouds" research report was given to Karen Marshall, CCHPN, and Heritage Preservation Coordinator. She will continue to work on its completion.
6. A motion was made by P. Morton to finalize the dates/times for the 2013 season of Frick's Locks Tours as follows: Open the second and fourth Saturday of each month June through October from 10:00 a.m. to 2:00 p.m. with tour guides working in shifts from 10:00 a.m. to 12:00 noon and 12:00 noon to 2:00 p.m. The motion was seconded by R. Miller. Approved 6-0-0. To be sent to Township Supervisors for their review/approval.

Committee Reports

1. **Oral History Committee:** Tape recorder was given to Ann Keen by Rugene Caldwell.
2. **Archives Committee:** Louise Tietjen and Ann Keen continue to work on the files. Donation forms are still needed.
3. **Volunteer Tour Guide Committee:** as discussed all evening.

Planning Commission Liaison Report:

Larry Tietjen reported that the Commission didn't meet. No activity.

Other Business

Gail read a "Welcome to Frick's Locks Village" article to be published in the "Chester County Historic Preservation Network Ledger" in April 2013.

Adjournment

A motion to adjourn was made by A. Keen and seconded by Larry Tietjen. Meeting was adjourned at 9:25 p.m.

Respectfully Submitted,

Penny Morton, Secretary