

EAST COVENTRY HISTORICAL COMMISSION

SCHEDULED MEETING MINUTES

WEDNESDAY, MAY 14, 2014

Attendance: Gail Brown (Chairperson), Penny Morton (Secretary), Ann Keen (Member), Larry Tietjen (Planning Commission Liaison/Member). Absent: Scott Fitzgerald (Vice Chairperson), Rosemarie Miller (Member).

Meeting called to order at 7:01 p.m. by G. Brown, Chairperson.

Pledge of Allegiance

Minutes: A motion was made by L. Tietjen to accept the meeting minutes of Wednesday, April 9, 2014 as amended. Seconded by A. Keen. Approved 4-0-0.

Public Comments: Maria Geho was present.

New Business

1. The Chester County Historic Preservation Network Annual Volunteer Celebration will be held on June 25, 2014 at Nottingham County Park.
2. Fricks Locks Stakeholders Meeting , Tuesday, May 6, 2014:
 - Discussion on demonstration trail from Fricks Locks to Tow Path Park: the County is still working with the Railroad on easements.
 - Dana Melia, Exelon liaison, will place a Fricks Locks advertisement in the "422 Business Corridor Newsletter." She asked G. Brown to write a press release. G. Brown will also contact the "Pottstown Mercury" for an advertisement.
 - July 17, 2014 Town Tour and Village Walks preparations were discussed: entertainment, flowers and snacks.
 - Emergency Preparedness Forms for tour guides are the same as last year which must be signed by each guide.
 - We'll need to account for all guests entering and leaving the Village on the Town Tour.
 - Discussed kiosk development.
 - Discussed the grounds keeping schedule for the Village.
 - No "ghost tours" of the Village will be allowed per Exelon and Bernard Rodgers, Township Manager.
 - Forum 2014 run through will be on June 30, 2014 at the township building, 9:00-11:00 a.m.
 - Still awaiting feasibility study funding but it is expected soon.
 - Next Stakeholders meeting: Tuesday, September 16, 2014 at 10:00 a.m. at the township building.

3. Kiosk Review: we revised and shortened the wording on the proposed kiosk sign, added captions on bottom pictures, changed the numbering of buildings and added resources as indicated on Estelle Cremers' National Register Document. The map is being redone for the kiosk and we discussed redoing it for the regular brochure if we can get a copy of the final map from Chester County.

Old Business

1. Township Web page: Still being worked on and S. Fitzgerald is not present for his report.
2. July 17, 2014 Town Tours and Village Walks planning:
 - P. Morton will look into event flowers/planters.
 - Tour flow and assignment of tour guides is being addressed.
 - G. Brown and P. Morton will write shortened scripts.
 - We will supply water and cookies for tour guests. M. Geho volunteered to bake cookies.
 - Would like live music if possible.
 - Need to reserve an area for A. Keen to sell her Village watercolor prints.
 - Need to station someone in a specific area to answer questions for guests on their way out.
 - Special Tour Brochure to be developed for Town Tour.

Planning Commission Liaison Report

L. Tietjen reports that the Commission did not meet, therefore nothing to report at this time.

Committees

1. **Oral History Committee:** S. Fitzgerald and R. Miller not present.
2. **Archives Committee:** A. Keen and M. Geho are still working on converting paper files to computer files.
3. **Volunteer Tour Guide Committee:** We had 18 guests on our 1st tour date of May 10, 2014. G. Brown completed our new 2014 village brochure. A new shed and pavilion have been installed by the township and drainage has been restored to Fricks Locks Road. Caution tapes supplied by the township were used at the Canal Store and Manor House to keep guests on the trail.

Other Business

1. Chester County Historical Society Library: G. Brown provided a handout on all the library's services. One library card and guest cards will be left with Bonnie Frisco, Administrative Assistant, at the township building.
2. Town Tour and Village Walks 2014 brochures are now available and will be distributed throughout the community.

Adjournment

A motion was made by G. Brown to adjourn at 8:50 p.m. and was seconded by L. Tietjen. Approved 4-0-0.

Respectfully Submitted,

Penny Morton, Secretary