

## EAST COVENTRY HISTORICAL COMMISSION

### SCHEDULED MEETING MINUTES

WEDNESDAY, MAY 8, 2013

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

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

**Pledge of Allegiance**

**Public Comments:** None

**Minutes:** A motion to accept the meeting minutes of April 10, 2013 as amended was made by L. Tietjen and seconded by A. Keen. Approved 5-0-0.

#### **New Business**

1. G. Brown gave a report of the April 09, 2013 Frick's Locks Stakeholders Meeting:
  - Security training for volunteers is not yet available
  - Group tours of the village for school children will require at least 7 days prior notice and other group tours will require at least 30 days prior written notice.
  - The meeting with "Pottstown Mercury" newspaper reporter, Evan Brandt, was postponed till VIP Tour, May 10, 2013 due to inclement weather on May 8, 2013.
  - Dana Melia, Exelon, is working on the second half of the feasibility study.
2. Assignments for VIP Day were discussed:
  - Per J. Liggett, Exelon, village visitors may take pictures and bring pets if leashed.
  - Gail discussed banners for ongoing village use and S. Fitzgerald agreed to look into their purchase.
  - Will need a shelter and seating for tour guides. M. Geho has asked Ray Kolb, Twp. Supervisor, for a pop-up tent, chairs and storage for them to be kept behind locked gates.
  - Discussed the possibility of having Boy Scouts build a bench for the use of village staff/visitors.
  - Discussed the possibility of creating a pamphlet which contains the village map and usage rules.
3. Other
  - The 2013 Annual CCHPN Volunteer Recognition Dinner will be held on Wednesday, June 19, 2013 at Historic Sugartown, Pa.

- On May 5, 2013 we held a Frick's Locks Village tour guide training run. Many volunteers were present and received their name tags and tour scripts. Dale Frens, Historical Architect, and Peter, a professional docent, were present to teach protocol and to answer questions.
- The Historical Commission received an inquiry from Township resident, Lois Reitnauer, requesting information for a suitable historical gift for a visitor from Scotland. Gail referred her to the Tri-County Heritage Society in Elverson to purchase Estelle Cremers' book, "Coventry-The Skool Kill District."
- East Coventry Township has paid the annual membership fees for the Chester County Historical Society.

### **Old Business**

1. The Frick's Locks Village VIP Tour agenda for Friday May, 10, 2013 was distributed. Exelon expects about 60 guests. Gail prepared and distributed the tour guide line-up for this event.
2. Community Day Tour of June 1, 2013: R. Miller suggested using as many Non-Historical Commission Volunteers to man the stations and give the scripts and have Historical Commission Members keep the flow going. This would utilize eager volunteers and eliminate the use of a hay wagon tour. Also, we will need a sign-up table at the Township Building for the shuttle ride to the Village, preferably covered by a tent or canopy. Gail and Penny will station Tour Guides. All Historical Commission Members should stay at the end of the event to clean up and lock up. We are still awaiting receipt of gate keys. Our Village table should have Town Tour Brochures and archive availability information for public use. We will need water for tour guides and an emergency first aid kit. No food, glass or cans are permitted in the Village other than water. The scheduled volunteers for 6/1/13 are: S. Fitzgerald and family, Phyllis, Rugene, Ann, Penny, Mariea, and Gail.
3. "Battle of the Clouds" project: Gail asked Scott if he could work more on this project.

### **Committees**

1. Oral History Committee: No update.
2. Archives Committee: Ann, Louise T, and Mariea continue to work steadily on the archives.
3. Volunteer Tour Guide Committee: As discussed all night.

### **Planning Commission Liaison Report**

Larry Tietjen reports there were no agenda items.

### **Other Business**

Per Bernie Rodgers, Township Manager, Frick's Locks reading materials are now available on PDF files on the Township Web Site.

### **Adjournment**

A motion to adjourn at 9:10 p.m. was made by Ann Keen and seconded by Larry Tietjen. Approved 5-0-0.

Respectfully submitted,

Penny Morton, Secretary