



The regular meeting of the Middle Smithfield Township Historical Commission was held on November 4th, 2015 at 9:03AM with Carrie Wetherbee presiding and Chantel Wilder as recording secretary.

Board Members: Carrie Wetherbee, Bob Huffman, Diane Huffman, Kim Williams and Danny Younger (not present)

Public: None

Township Staff: Supervisor Annette Atkinson, Liaison Chantel Wilder

- Carrie Wetherbee made a motion to call the meeting to order. Bob Huffman seconded the motion. Meeting called to order at 9:03AM.

- Bob Huffman made a motion to approve the agenda as presented, Kim Williams seconded. Motion passed 4-0.

- Bob Huffman made a motion to accept the minutes, seconded by Kim Williams. Motion Passed 4-0

Correspondence:

- NA

New Business:

- **Historical luncheon gathering:** Carrie Wetherbee suggested that Historical Commissions have the December meeting before the Historical Commission Holiday Event on December 3rd at 10:30 AM. Carrie Wetherbee made motion, Bob Huffman Seconded. Motion passed 4-0

- - Carrie Wetherbee suggested that we open the event to the public as it would be a nice gesture. Given that most people commute the event may draw a large audience.

 - Discussion: In order to have an open invitation the event would need to be moved to another location to accommodate more guests vs keeping the luncheon small and inviting only, as originally discussed. VIP guest and Chairperson of MST communities will be invited.

 - Bob Huffman made motion to keep the Luncheon as originally discussed. Kim Williams seconded the motion.

 - Annette Atkinson suggested if the turnout is more than expected the board room can be expanded. We should be able to fit 5 tables with at least 8 people per table, this would accommodate close to 40 guests. Additional tables can be added if needed.

 - Bob Huffman suggested that chairs could be placed along the wall to accommodate anyone that is unable to sit at table.

 - Invitations and the program for the luncheon was discussed and approved by the Committee members. Carrie Wetherbee had suggestions on the program that Chantel Wilder will update to accommodate

 - Discussion regarding menu: Chantel Wilder will obtain prices from local restaurants and a local Chef, in providing food for the luncheon. The best price and menu will be selected.

 - Carrie Wetherbee requested to be updated on the arrangements for the Luncheon.

Old Business:

- **Historical Marker:** Carrie Wetherbee will contact Karen Galle to confirm that marker will be arrived as scheduled. Carrie Wetherbee also stated that Mrs. Galle recommend that at supporter of the Historical Markers be invited to the Historical event. Carrie will make contact with Karen Galle recommendation.
 - Carrie Wetherbee said the paperwork still needs to be completed for installation and will follow up with Karen Galle to confirm what else is needed before submitting the final paperwork.
 - Carrie Wetherbee is still trying to find out the exact location, Annette Atkinson said she will have Public Works go to site with GPS tool to get accurate information; Michele Clewell sent email to find out what Penn Dots ROW is for that area.
- **Memory Makers:** Carrie Wetherbee mentioned that Wayne Bolt gave her video on VHS for the Hillside Resort. However she does not have a device to view.
 - Kim Williams mentioned that he has VHS and may be able to convert to digital or he suggested taking it into town.
 - Carrie Wetherbee will take it to town and get it converted in order to simplify the process for Kim Williams in case he is unable to convert the VHS tape. Carrie Wetherbee will submit the invoice to the Township.
 - Carrie Wetherbee has books on local resorts and will make contact with authors (Marie Summa, Lawrence Squirre) after the New Year. Kim Williams will send Carrie Wetherbee a link for Marie Summa's book as she has not been able to locate a contact for her, there are three books in total.
- **2016 Calendar:** Calendar will be finalized and should be available before Thanksgiving.
 - Cost per calendar is under \$6.00 if 500 is ordered or under \$8.00 if 250 is ordered.
 - Carrie Wetherbee suggested putting a price on the calendars to defray the cost – perhaps a suggested donation of \$2-3.00 per calendar. All agreed.

Discussion:

- Carrie Wetherbee mentioned that all the township upcoming events posts on Facebook and Website looks great, she suggested that the board take a look if they haven't already.
- Carrie Wetherbee briefly discussed LERTA and the benefits to local businesses.
- Kim Williams requested for topic to be added on agenda for next month for discussion about compiling a check list for Middle Smithfield Township for questions to be asked during interviews. He has a book to provide an example of interview questions. Kim Williams thinks that something similar should be considered for Middle Smithfield Township, could allow for more information to be provided from residents.
 - Carrie Wetherbee suggested for Kim Williams to create a list and subjects can be covered as it is a larger project. Carrie Wetherbee asked Kim Williams to send her his questions and she will work on checklist and then it can be discussed further after the holidays. Carrie Wetherbee suggested that once the list is complete than herself and Kim Williams can come to Township and make calls to locals for interviews, maybe we can even have residents come to Township building to hold interviews in the spring.

Meeting adjourned at 10:20am.

Next Meeting: December 3rd, 2015 at 10:30am