

Pocono Township Bi-Centennial Celebration Committee
Meetings Minutes of August 20, 2015

Present: Denise Herbert; Jennifer Fisher; Charlie Trapasso; Tony Farda; Maria Bonawitz; and Trip Ruvane

Also Present: Pocono Township Manager Gregg Schuster; *Pocono/Jackson Historical Society's (PJHS)* Dottie Telesky, Secretary/Treasurer; and members David Haseney, John Rinker, and Dr. Linford Werkheiser; and Kim Williams. BOC's Tom Felver

I. Call to order by Charlie Trapasso, 5:07pm

II. Approval of June and July minutes: motion by Denise; seconded by Trip

III. Amendments to add to today's agenda: none

IV. Define the Committee's Direction and End Goal

a. Event planner, TJ Price, has withdrawn because of time restraints. Charlie indicated that she has met with a local architect, Wayne VanderHoof, who is willing to complete a rendering for *Mountain View Park's* Community Center to be converted into a museum, which would house the Township's historical items. Wayne and Charlie toured the Center and he thought it could be converted; at this time, the CC is not being generally used and generates little to no income.

Denise indicated that she was in agreement with this plan, and that a museum would be a great culminating event to the Township's Bi-Centennial in 2016, with three historical presentations and the art gala event in June 2015. The rest of the Committee agreed to move forward, needing the rendering to make further decisions and contact community businesses and individuals to generate funding.

As long as the footprint of the building is not touched then the need for extensive permits will not be needed. The building could also be used as a meeting room for non-profits and veterans groups.

PJHS member Mr. Rinker asked about the *TLC* property and why this could not be used for a museum. Gregg indicated that there currently is no building on that property, so there would be additional costs associated with this endeavor. Also, it is at the intersection of Routes 611 and 715, which may pose problems in traffic. Lastly, PennDot is slated to build through the *TLC* field in the next 2-3 years.

Maria made a motion that the big event that had been scheduled for October 2016 and included a large carnival or festival be tabled, with focus on creating a museum and smaller events leading up to this opening. This was seconded by Trip and a vote proved unanimous.

PJHS President asked about the ambulance building behind the Township's Municipal Bldg. Gregg stated that this was owned not by the Township but by the ambulance company.

The date of the opening or presentation of the Township museum would remain at October 1, 2016.

Charlie stated that in addition she had made contact with HVAC professional, Frank Hess Jr. He would be willing to work with the Township to fit the CC for heating and other amenities.

Trip stated that the idea will need to be brought to the BOC for review, and Gregg affirmed this, saying that the Township would be willing to take advantage of the CC being open to the public and the opportunity this would afford.

Charlie discussed that in the future the veteran's memorial that is now at the *TLC* park area could also be relocated to the museum site. However, John Rinker rejected this idea, stating that the memorial should not be moved.

V. Old and Unfinished Business

a. Mission statement. Charlie wanted to review the Statement, and Dottie recited what the Committee had voted on at the July meeting. Charlie wanted the Committee to re-think this and discuss again at the September meeting, but Denise objected, saying that the matter had been settled and it would be back pedaling. The Mission Statement was again read and the Committee agreed it would remain as originally voted upon.

b. Logo for the Bi-centennial. Two designs were shown to the Committee, one in color in the shape of a keystone with the Bi-Centennial dates; the other a black and white ribbon with the dates. Trip stated that there will be at least 30 more designs to consider from the company providing the design, *99 Designs*. These can be reviewed at the next meeting and a decision made. Trip is the sponsor of the logo design.

c. Financial structure was discussed, with Gregg indicating that there could be several sources of funding for activities in 2016; these included fundraising, Township monies, or a combination of the two. Gregg stated he needs to submit the budget to the Township by September 30th; this budget will include a line item for the Bi-centennial Celebration. It would help greatly if he had some idea of projected expenses, so he could refine the line item. Funding requests should be submitted to him prior to 9/30.

Gregg also indicated that a bank account could be created for just the Bi-Centennial, with monetary contributions being deposited into this account. Should there not be a separate account, he will determine to whom the checks should be payable.

Dottie indicated that *PJHS* is not able to extend their 501© 3 status to the Bi-centennial. Gregg stated that in year 2 or 3 of the museum something like "The Friends of..." could be established to assist with the financial stream.

Tom Felver noted that should the Township or Committee wish to establish a 501 © 3 then an attorney would need to be hired because it is a time consuming and extensive process.

Charlie noted that whether a media planner is hired also needs to be considered for the marketing and fundraising details.

d. Art Show. Maria indicated that she was able, at no cost, to book an event room at *Pocono Manor* for the Committee's art show/fundraiser. The event is scheduled for Thursday, June 16, 2016. This time of the year would coincide with the Mountain Laurel.

Charlie indicated that one idea about how to provide food is to have food and beverage stations from local restaurants set up in the room. We need to think about the event set up and whether we will have a fundraiser before and then VIP afterward, or together. Artwork will need to be garnered from local artists; Maria will contact Dr. Werkheiser, a local artist, and obtain names of artists.

There was some discussion as to whether an event planner is needed for this event, or perhaps *Pocono Manor* could assist. This will need to be addressed in the next Committee meeting.

e. Committee reviewed the tee shirt and the idea of selling them was discussed. Again, the rendering will help in terms of what could go on the tees' designs. Jen had obtained a white sample with various local businesses advertising in bright colors on the back. For 75 shirts, the cost was \$589 or \$7.89 per tee.

Dottie provided a price list, indicating that tees could be bought for wholesale in any color.

Hoodies would also be available for purchase. This is another issue that needs to be discussed very soon.

VI. *PJHS*. Dottie met with Denise and Maria the previous week and there was discussion about historical events, locations, and what *PJHS* could provide. Maria provided a carton full of photos and books on the Township's history. Denise reviewed these and found several items of note; she then passed the information to Maria who will also review. In the next couple of weeks, Maria and Denise will collaborate again with Dottie, asking for more items, or presenting several ideas for the three presentations next year, starting in May or June.

Dottie stated that the *Tannersville Inn* is honored to host any events. Dottie left a message for the owner of *Imaginations Floral* to determine if they would be willing to host an event; however, in 2016, this building will be demolished for the construction of a fast food restaurant.

VII. New Business

a. There will be a softball game on September 14, 2015, 2:30pm between *Desaki* and *Barley Creek*; should BC win the game, proceeds will be donated to the Bi-centennial.

b. Charlie and Tony will meet with the *Tannersville Lions* on 9/22, 7pm @ *Smugglers Cove* to discuss Bicentennial activities.

c. Reporter Lori Montefori of *WBRE* has agreed to promote any Bi-centennial activities.

d. Charlie asked that the Committee think about fundraising activities and present ideas at the next meeting.

VIII. Open Forum

a. Anyone wishing to make an announcement or speak at a Bi-centennial meeting may do so by contacting the Township office before 3pm the day of the meeting, 570-629-1922. An agenda

item will then be created. The Committee asks that in courtesy to others who may wish to speak that comments be limited to 3 minutes.

IX. Adjournment

The meeting was adjourned by Charlie at 6:17 and seconded by Tony.

Next meeting: tentatively scheduled for September 10th, 4pm @ the Community Center. The meeting may be rescheduled due to scheduling conflicts of Committee members or to accommodate the architectural rendering.