

The regular meeting of the Cheltenham Township Historical Commission was held tonight. Members present were: Barbara Bartlett, Timothy Esposito, Lois Hirsch, Jack Washington, Mary Washington, John Washington Jr., and Joyce Werkman. Staff present was: Brian Hinson, Acting Director of Parks and Recreation. Guest present was resident of La Mott and Vice Chairperson of the BHAR (Board of Historical and Architectural Review) Darlene Melton (see attached attendance list).

1. Call to Order – Mr. Washington called the meeting to order at 7:31 P.M.

2. Acceptance of Minutes – Mr. Washington asked for a motion to accept the October 9, 2014 meeting minutes. Ms. Werkman asked for corrections. She asked to replace the word “Committee” with the word “Commission”. Changes were made under paragraph items three, five, and eleven, replacing the word Committee with Commission. Mrs. Washington made a motion to accept the minutes as corrected; seconded by Ms. Werkman and unanimously approved.

3. Review of Financial Report – Mr. Esposito gave the financial report for the Shovel Shop, Wall House and the Historical Commission. Mr. Esposito had questions regarding a few items on the financial reports regarding contracted services and professional services. Mr. Hinson will investigate and give more detailed information at the next meeting. Ms. Werkman had questions regarding the Shovel Shop. She asked if the Shovel Shop is vacant and could be rented out. Ms. Werkman raised a financial question regarding the income and rental of the Shovel Shop. The answer is; the current lease goes through June 30, 2015. Mr. Washington will discuss with Mr. Hinson and report back at the next meeting.

4. Committee Reports

A. Education Committee – No Report.

B. Preservation Committee Report – Mr. Washington said he attended the zoning meeting on Monday, November 10, 2014 and heard that the Stephano property called “The Mansion” is up for demolition. It is located at 509 Ashbourne Road behind St. Episcopal Church. If the permit is approved for the demolition; the Preservation Committee would like to go in and photograph the property before demolition starts. Mr. Washington Jr. provided an update on the Jenkintown Train Station National Register nomination. He noted it was received well by Pennsylvania Historical and Museum Commission and then it was passed along to the National Park Service for review. A decision will be made by January 2015. Mr. Washington Sr. said a letter of support was sent by the Historical Commission.

C. Museum Committee Report – No Report.

D. Special Events- No Report.

5. ***Chairman’s Report*** – Mr. Washington announced Dr. Wieckowski will be having a garden tour in the spring. Mr. Havir found some old railroad maps, pertaining to Reading Road. They have been digitalized and sent to the Old York Road Historical Society archives and will be available if anyone is interested in viewing them. The Garden Club sent their monthly newsletter and it’s available for reading. Mr. Washington received a DVD on the history of Glenside Fire Company. Mr. Washington thanked those that were able to support the Historical Commission at the Community Harvest Festival table, despite the inclement weather. Mr. Washington stated there is a travel kit available if anyone is going out to represent the Historical Commission. Mr. Washington said that the sculpture by Boris Blai that was being donated to the Commission was sent back due to cost of delivery. Mr. Washington announced the Wall House was opened on October 20, 2014. Ms. Cohen helped him work the tours for all visitors. Mr. Washington has been changing the sign outside of the Wall House. The signs for the Wall House are reflecting “available by appointment only” at this time. He also announced there are two upcoming tours

for the Wall House. There were student docents that were supposed to work with Mr. Washington and Ms. Cohen during the October 20th opening but were not available. Mr. Huff at the Cheltenham High School will be sending more volunteer students at the next opening date of the Wall House. The Wall House will be closed on Thanksgiving weekend and Christmas weekend. The next opening will be the 4th Sunday in January 2015. Mr. Washington said that in March 2015 the Wall House will open two Sundays each month again. It is open one Sunday a month at this time. Mr. Washington announced that Myers Elementary School is scheduled for their visit at the Wall House on May 22, 2015. Mr. Washington also mentioned that two alarms went off this month at the Wall House.

6. Staff Report –Mr. Hinson reminded the Commission that there will be a Curtis Arboretum Conservation and Landscape Steering Committee meeting on the master plan for Curtis Arboretum on Monday, November 17, 2014 at Curtis Hall at 7:00 p.m., if anyone wishes to attend.

7. Old Business – Ms. Werkman discussed the Zoning meeting she attended in October concerning the auto repair business that wants to move into the residential area of Sycamore and Cheltenham Avenues in the La Mott section of the Township. She stated that the Zoning Committee would not allow the Historical Commission to read the letter they had prepared regarding their concerns on this matter or be allowed to comment during that meeting. She wanted to know why sudden legalities did not allow the Historical Commission to express their concerns. Ms. Melton, a concerned resident of La Mott and Vice Chair, La Mott BHAR also expressed the same concern. A lengthy discussion was ensued. Mr. Washington gave out a copy of the “draft acquisition policy” to be considered. Mr. Washington asked the Commission members to take home the draft for review. There will be a discussion on the policy at the next Historical Commission meeting in December.

8. *New Business* – Mrs. Washington said that it is official that the Cheltenham School District is selling its building. She stated that the school district building will probably be demolished. They will be moving to the modules at Elkins Park School. Mrs. Washington said that some of the ruins of Cheltenham Military Academy have been found in the school by the high school archeology team. There were uniforms and buttons found. Mr. Washington Jr. stated that there was a walk in freezer built in the school district building which caused some of the artifacts to be destroyed. Mrs. Washington is requesting that the Commission be allowed to search for more artifacts that may still be found in the school district building before it is vacated or demolished.

9. *Moment in History* –Mrs. Washington gave a report. (See attached).

10. *Announcements* – *None.*

11. *Good and Welfare* – Mrs. Cohen is not well. Mr. Washington Sr. asked if the Commission wanted to have something special for the holidays following the meeting next month. Mr. Washington stated that there will be refreshments following next months meeting. Anyone who wishes to bring in something may do so.

12. *Adjournment* - There being no further business, Mr. Washington asked for a motion to adjourn. Mr. Washington Jr. made a motion to adjourn; seconded by Mrs. Washington.



Bryan T. Havar
Township Manager

Submitted by: Linda Vann

Cheltenham Township Historical Commission Richard Wall House Museum

MANAGEMENT AND ACQUISITIONS POLICY

INTRODUCTION

The Cheltenham Township Historical Commission Management and Acquisitions Policy establishes formal guidelines for the acquisition, deaccession, loan, care and use of the Commission's collections. These policies shall not replace any state, federal, or township law, statute or regulations under which the Commission is legally or ethically bound to operate. The Commission is referred to herein as the custodian of all collections for the Richard Wall House Museum.

MISSION OF THE CTHC

The mission of the Wall House Museum is to provide a tangible testament in the community of the rich history of Cheltenham Township. It accomplishes this mission through:

- 1: Maintenance of the historic physical structure known as the Richard Wall House Museum;
- and
- 2: Acquisition and display of relevant articles of furniture, tools, decorations, clothing and historical artifacts;
- and
- 3: Public accessibility through regular open hours and special tours.

DEFINITIONS

As used in this policy, the following terms are defined as follows:

The collections of the Commission are defined as architectural, archeological, historical, fine arts, and geological objects and related supporting documentation acquired and conserved because of their cultural significance and value.

The term "object" refers to all collections of materials, artifacts, furniture, including specimens, artifacts, photographs, and works of art.

"Supporting documentation" includes archival and library materials, field records, notebooks, maps, photographs, exhibits and electronic databases.

“Accessioning” is defined as the process of creating a permanent record of an object or lot received from one source at one time for which the Commission has permanent custody, right, or title, and assigning a unique control number to said object or lot.

“Deaccessioning” is the action of removing an accessioned object by due process from the permanent collection. The process is documented and made part of the permanent record.

The collections are managed by a “Curator” who is knowledgeable in the fields related to the collections and who is responsible for all aspect of curation and maintenance of those collections, including acquisition, recommendation for deaccessioning, conservation, interpretation, approval for exhibition, loan access, research, and publication.

ACQUISITION OF OBJECTS FOR THE COMMISSION'S COLLECTIONS

Generally all objects entering the Commission’s collection shall be without any restrictions, conditions, or encumbrances. The Commission reserves the right to use all gifts in the manner which best serves the Commission.

Objects accepted and accessioned into the collections must support the mission of the Cheltenham Township Historical Commission. The objects must represent or relate to the cultural, archeological, architectural or natural history of Cheltenham Township or its immediate environs.

Objects should be acquired in a manner that respects the public trust and does not damage the natural or cultural resources of the area.

The Commission may acquire objects by purchase, contract, gift, bequest, field collection, or other appropriate means.

Objects will be accepted and accessioned into the Commission’s collection when the following conditions are met:

- The Commission can provide proper care, conservation, and storage under conditions insuring their preservation and availability, in keeping with professional standards.
- Title to all objects acquired for the collections shall be obtained free and clear, permanently, and without restrictions as to the use, exhibition, loan, or future disposition.
- Approval to accept and accession an object into the collections can only be granted by the Curator in consultation with the Chairperson of the Historical Commission.
- In cases where a financial expenditure is required to obtain the object, the Chairperson will consult with the Cheltenham Township Manager.

- Objects for which it is anticipated that no foreseeable use for exhibition, research, display, education, or exchange, will not be accepted.

DEACCESSION AND DISPOSAL OF OBJECTS

Accessioned objects are held in trust for the public in perpetuity as long as:

- They retain their physical integrity, their identity, and their authenticity.
- They continue to be relevant and useful to the Commission's purposes and programs.
- They can be properly stored, preserved and used.

Only the Curator, in consultation with the Chairperson, has the authority to recommend objects to be deaccessioned. The Curator will complete the proper paperwork to record the process. The Chairman will report to the Commission at a regular meeting all recommendations for deaccessioning and the Commission's approval is required for the deaccessioning.

LOANS

Loans are transfers of objects from one institution to another in which there is no transfer of ownership. Upon a request for a loan, the Curator will seek the advice and approval of the Chairperson. The Curator will ascertain that the proposed use of the loaned object is in accordance with the mission statement of the Commission. The duration, use, and terms of the loan will be specified in a letter from the Curator to the borrowing party or institution.

Public Spirit 17 Nov 1894

Agents

Mr William Elkins and Joseph Wiedener loaded three car loads of fine hackney stock for the New York horse show at Ashbourne last Sunday. We see by the papers that both of these gentlemen are capturing quite a number of blue ribbons

Times Chronicle November 23 1918

Cheltenham Will Welcome Boys Home
"Home-Coming Club" organized to
Prepare Celebrations

Boys Will Receive Glorious Welcome
When They Come Back - Parade,
Noise and a Big Feed Await Them



MEETING ATTENDANCE LIST

Historical Commission Regular Meeting @ 7:30 P.M.

Thursday, November 13, 2014

Carriage House

One Wall Park Drive, Elkins Park, PA 19027

(Please Print Clearly)

Print Name	Mailing Address (only if different)	Telephone Number (only if different)	E-mail Address (only if different)
Jack Washington			None
Wetkman			
John Washington			
Lisa Hersch			
Barbara Bartlett			
Timothy Esposito			
Mary Washington			
DAVID MELLEN	1529 CHELSEFIELD LAMOTT PA 19027	267-582- 7355	MBAMBA2@YAHOO.COM