

The regular meeting of the Cheltenham Township **HISTORICAL COMMISSION** was held tonight. Members present were: Louise Cohen, Tim Esposito, James McCann, Jack Washington, Mary Washington, John Washington Jr., Joyce Werkman, and Dr. Wieckowski. Guests present were: Karen Uhrich and Earnestine Wilson. Staff present was: Brian Hinson, Director of Parks and Recreation. (See attached attendance list).

**1. Call to Order** – Mr. Washington called the meeting to order at 7:30 p.m.

**2. Acceptance of Minutes** – Mr. Esposito made a motion to accept the minutes for December 10, 2015, seconded by Mrs. Cohen, and unanimously approved.

**3. Review of Financial Report** – Mr. Esposito reviewed the financial reports, which showed income and expenses for both the Historical Commission and Wall House for the month of December 2015. (See attached reports). Total income for the Historical Commission was \$37 with expenses totaling \$118.88. The Friends of the Wall House received a \$20 donation and there were no expenses for the Wall House in December. Mr. Washington, Sr. said the \$25 listed as local aid in the Historical Commission Report was from money deposited in the donation box during Wall House tours. Mr. Washington, Sr. would like changes in how deposits are being placed for the Commission by the Township Accounting Department. Mr. Hinson will look into the matter.

#### **4. Committee Reports**

A. Public Programs and Education Committee – Mrs. Cohen provided an update on the Black History Month program that will be presented by Lisa Marlowe's 6<sup>th</sup> grade class at Elkins Park School. They will present "Back in Time with Cheltenham: Lucretia Mott and the Cheltenham Residents Who Fought for Freedom." Mrs. Cohen is waiting for the Township Manager to approve flyers to promote the program. Once approved, flyers will be placed on Township Facebook page, Township website, at the community centers and mailed to constituents. Mrs. Cohen had a question about the amount of the honorarium and how it is to be given to Ms. Marlowe. Mr. Washington, Sr. said the honorarium can be donated directly to her program. Mr. Hinson will speak with Ms. Marlowe regarding both matters. Mrs. Cohen requested money from the Historical Commission for refreshments for the program.

Mrs. Washington made a motion to authorize money, not to exceed \$40, to buy refreshments for the Black History Program next month, seconded by Dr. Wieckowski, and unanimously approved.

Mrs. Cohen questioned if the Commission wanted to continue the program next year. Mr. Washington Sr. said this will be discussed at a later date.

B. Preservation Committee – No Report.

C. Museum Committee – No Report.

D. Special Events – See Chairman's Report.

**5. Chairman's Report** – Mr. Washington, Sr. said he ran statistics from last year on members at meetings. He said an average of 8.3 members showed up for Historical Commissions meetings last year out of 22 members.

The Holiday Happenings fundraising event was a success and that the Garden Club was very supportive. He expressed concern that he, Mrs. Washington and one Garden Club member helped with the event. There was no additional support from Historical Commission members or the Board of Commissioners. Total revenue from the donations, raffle and sponsors was \$517. The Garden Club is willing to participate in the event again.

Mrs. Washington and Mr. Washington, Sr. had a meeting with Mr. Hinson last week regarding programs he presented to the staff.

Mrs. Lettice Moore, a Shoemaker descendent that had dealings with the late Mrs. Spruill, stopped at the Wall House for a tour. She was hoping to see Mrs. Spruill. He said he gave her an old newsletter regarding the passing of Mrs. Spruill.

Mr. Washington, Sr. said he applied to a Quester Chapter for kitchen implements up to \$500. He said some of the people from the Garden Club were appalled by the implements displayed on the hearth by the kitchen fireplace. Some items are considered inappropriate and none can be used for actual cooking. None of the utensils/items have lids and none are useable. He said Quester chapters get together and pool their money then they apply to the state Quester organization. Then they apply for a matching grant and can also request an international grant. Mr. Washington, Sr. said he cut out pictures from a catalog to send to the Quester for his requested items.

Mr. Washington, Sr. distributed guidelines and responsibilities on being a Commission member and asked members of the Commission to serve on one or more of the four standing committees.

Public Programs and Education Committee (formerly Education): Mrs. Cohen agreed to chair the program again this year.

Preservation Committee: Mr. Esposito agreed to chair for the Preservation Committee and asked Mr. McCann to assist him. Mr. McCann accepted.

Special Events Committee: Dr. Wieckowski agreed to chair the special events committee and assist on the museum committee with Mrs. Cohen.

Museum Committee: Mr. Washington, Sr. said he would continue to chair the Museum Committee until he can get someone with experience to help.

Mr. Washington, Sr. will arrange an appointment with Dr. Sharon Holt, an environmental preservationist, of Penn State Abington to provide a tour of the Wall House. She has offered to bring student docents to help at the Wall House.

**6. Staff Report** – Mr. Hinson commended the Commission for a good job on fundraising last year. He encouraged everyone to continue to come up with new ideas. Mr. Hinson said he met with Mr. and Mrs. Washington last week and came up with some ideas for programs. He said

the Parks and Recreation Department and the Historical Commission can partner on a flea market in May. Dr. Wieckowski and Mr. Washington, Jr. said they will try to get in touch with vendors who might want to participate. Mr. Hinson also suggested a historical movie night at Glenside Hall for another fundraiser. Mr. Washington, Jr. suggested showing the *Roots* movie series or something regarding the Underground Railroad. Dr. Wieckowski will do another historical bus tour on a Saturday this year. It might take place May 14<sup>th</sup> this year. Mr. Washington, Sr. would like to have at least four fundraisers this year.

**7. Old Business** – No Report.

**8. New Business** – Mr. Esposito requested the information on the Township website about the Historical Commission be changed as it is out-of-date. Mr. Esposito will ask the Township Public Information Officer to update information. Mrs. Washington suggested the information also be corrected in the *Philadelphia Inquirer*.

Mr. Esposito suggested offering special incentives for those joining or helping the Commission. Mr. Washington, Sr. said all new members receive the *Wall Paper* newsletter, a free tour of the museum, invitations to special events and thank you notes.

Dr. Wieckowski said he will put together another newsletter. Mr. Washington, Sr. suggested it be ready for printing by mid-March. Ms. Werkman inquired about the marker on Church Road that needed to be placed in its correct location. Mr. Washington, Sr. said he will investigate this issue again.

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

**10. Announcements** – None.

**11. Good and Welfare** – None.

**12. Adjournment** – There being no further business, Dr. Wieckowski made a motion to adjourn the meeting at 8:30 p.m., seconded by Mr. Esposito, and unanimously approved.



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Bryan T. Haver  
Township Manager

Submitted by: Linda J. Vann





## **The Role & Responsibilities of a Non Profit Organization's Board and its Members**

- 1. Understand and foster the *Mission* of the organization.**
  
- 2. Prepare and adopt a *Strategic Plan* designed to meet an identified Vision.**
  
- 3. Ensure the *Fiscal Integrity* of the Organization, by -**
  - a. in-depth budget preparation**
  - b. monitoring the income and expenses**
  - c. personal giving and "getting" to maintain solvency.**



RICHARD WALL HOUSE • BUILT 1682

Cheltenham Township  
**Historical Commission**

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Phone: (215) 887-1000

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TO; CTHC MEMBERS  
FROM: REYNOLD GREENBERG, CHAIRMAN  
ELAINE ROTHSCHILD, VICE-CHAIRMAN

The Cheltenham Township Historical Commission took responsibility for running the Wall House in 1980. We obtained grants from Senator Nahill to rehab the exterior and interior and then turned it into a museum house. The Kessler Tool Collection was our first big acquisition and was carefully mounted by Jack Washington. Dorothy Spruill became our curator and obtained most of the rest of the permanent collection from friends and area residents and spent a great deal of time setting up the changing exhibits to stimulate interest in the community. It was then advertised in the local papers that the museum would be open on Sundays 1 to 4 p.m. and to groups by appointment only. Now it is up to us to follow through.

At the Historical Commission meeting on October 10 it was unanimously voted on that **ALL HISTORICAL COMMISSION MEMBERS GUIDE AT LEAST 6 SUNDAYS A YEAR** (once every 9 weeks). All museums have a set schedule for their guides and we have enclosed ours showing your assigned dates for the coming months. Following the custom at other museum houses, anyone who cannot show up on their scheduled date is required to find his/her own replacement by exchanging a date with another member of the Commission. Please note that an experienced guide member is in charge of each Sunday to take care of the key and security.

Anyone who feels inadequate to guide should make arrangements to go through the house on a regular tour or make special arrangements with Dorothy. She has prepared booklets giving information on the history of the Wall family and information about each exhibit room by room. As for the changing exhibits, she has prepared self-guided tour packets which are left on the entrance hall table for visitors to take with them.

**SUMMARY**

1. All members of the CTHC will guide at the Wall House on Sundays from 1 to 4 every nine weeks.
2. If the date scheduled is inconvenient, members are required to find a substitute by exchanging dates with another member. However, the guide in charge of the day (underlined on schedule) must be replaced by another person in charge. Please refer to schedule for phone numbers of members.
3. All members should study the booklets and information about the Wall House provided by Dorothy. A "get-acquainted-with-the-exhibit tour" will be required for some members.

**Tri-State Coalition of Historic Places  
 Best Standards and Practices for Historic Site Administration  
 Updated and revised 1/2000  
 Copyright 1999, Tri-State Coalition of Historic Places and Preservation Alliance for Greater Philadelphia**

	<b>GOOD</b>	<b>BETTER</b> (Includes "good" standards)	<b>BEST</b> (Includes "good" and "better" standards)
<p><b>MISSION</b>            The organization that administers the operations of the historic site must have a written <b>mission statement.</b>            A mission statement:</p>	<ul style="list-style-type: none"> <li>• Defines the purpose for being</li> <li>• Defines the organization's core values including preservation and interpretation</li> <li>• Determines the structure, functions, and purpose of the organization</li> <li>• Defines the site and its resources</li> <li>• Conveys the preservation and interpretation goals of the site</li> <li>• Determines all programs and activities of the organization.</li> <li>• Acknowledges the public purpose of the organization</li> </ul>	<ul style="list-style-type: none"> <li>• Is reviewed within the last five years</li> <li>• Identifies audiences</li> <li>• Is approved by the Board of Directors of the organization</li> </ul>	<ul style="list-style-type: none"> <li>• Undergoes regularly scheduled reviews and is updated when appropriate</li> <li>• Acknowledges the role of history in its operations and links history to the past, present, and future</li> <li>• Links the organization to its supporting community</li> <li>• Is fully utilized by Board and staff</li> </ul>

Moments in History January 2016

Public Spirit Saturday January 24, 1891

Ogontz

Miss Mary Bosler has been spending some time with New York friends.

Public Spirit

January 26, 1895

Ogontz

Mrs Walter Comby and son, of New York, are spending a few weeks with her father, Joseph Bosler.

Mr and Mrs William Birchell and daughter of New York, visited Mr. and Mrs Joseph Bosler last Sunday

Public Spirit

January 10, 1929

Wanamaker Home Sold for One Million to Breyer

Leidenhurst, the Wanamaker estate near Jenkintown, has been sold to Henry W. Breyer of Elkins Park by W. & M. Herbless, representing the estate of Rodman Wanamaker. The price, it is reported is nearly \$1,000,000, which will go to the Presbyterian Hospital



**MEETING ATTENDANCE LIST**

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

**Thursday, January 14, 2016**

**Carriage House**

**One Wall Park Drive, Elkins Park, PA 19027**

*(Please Print Clearly)*

<b>Print Name</b>	<b>Mailing Address (only if different)</b>	<b>Telephone Number (only if different)</b>	<b>E-mail Address (only if different)</b>
John Korman			
L Cohen			
Karen Ulrich			
Timothy Esposito			
Jim McLann III			
Tom Wierchowski			
Jack Washington			
Mary Washington			
BAR Westline Wilson			EWilsonzel@gmail.com
Shm Washington Jr			