



THE COUNTY OF CHESTER



COMMISSIONERS
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America250PA Chester County Commission
Chester County Library & District Center

April 6, 2023

MINUTES

MEMBERS PRESENT: David Blackburn; James Christ; Jane Dorchester; Fernando Fonseca; James Garrison; Susan Hamley; Conor Hepp; Malcolm Johnstone; Michelle Kichline; MaryFrances McGarrity; Winifred Moran Sebastian; Bruce Mowday; Brian O'Leary; Heather Reiffer; Beverly Sheppard; Karen Simmons; Krystine Sipple, Mark Slouf; Randell Spackman; Robert Williams.

MEMBERS NOT PRESENT: Barbara Cohen; Nicole Flamer; Paul Kahan; Alexander Parham; Cliff Parker; James Ziegler.

STAFF PRESENT: Laura DeMatteo.

VISITORS PRESENT IN PERSON: Peter Benton; Brandi Levine; Kevin O'Brien; Caroline O'Connor.

CALL TO ORDER:

The America250PA Chester County Commission meeting, held at the West Whiteland Township Building on Thursday, April 6, 2023, was called to order at 4:01 PM by Chair David Blackburn.

ACTION ITEMS:

Election of a Second Vice-Chair:

Mr. Blackburn announced that James Garrison has indicated an interest and willingness to serve as Second Vice-Chair.

A MOTION WAS MADE TO ELECT JAMES GARRISON AS SECOND VICE-CHAIR OF THE AMERICA250PA CHESTER COUNTY COMMISSION BY KAREN SIMMONS, SECONDED BY BRIAN O'LEARY, AND PASSED BY UNANIMOUS VOTE OF THE COMMISSION.

Approval of Meeting Minutes:

A MOTION TO APPROVE THE MINUTES FOR THE MARCH 2, 2023 HYBRID WORKING MEETING OF THE AMERICA250PA CHESTER COUNTY COMMISSION WAS MADE BY BEVERLY SHEPPARD, SECONDED BY JANE DORCHESTER, AND PASSED BY VOTE OF THE COMMISSION. MaryFrances McGarrity abstained (not present at working meeting).

DISCUSSION AND INFORMATION ITEMS:

Strategic Planning Session:

With Commission business concluded, Mr. Blackburn turned the meeting over to Krystine Sipple and Ms. Simmons to facilitate the strategic planning session, thanking them, as well as Ms. Sheppard, for their preparation work for the session.

Ms. Sipple reviewed the planning session agenda and noted the need to keep the session moving and focused on big picture issues. The meeting discussions were supported by survey results compiled and presented by Ms. Simmons based on a pre-planning session survey completed by Commission members via Google Forms. Ms. Simmons recorded notes during the Planning Session to create the Strategic Plan for the Commission.

The mission statement of the America250PA Chester County Commission was reviewed and updated as follows:

The mission is “to inspire and engage our communities in commemoration of America’s founding, connecting Chester County’s stories to the nation’s past, present and future.”

A MOTION TO APPROVE THE NEW MISSION STATEMENT WAS MADE BY MS. DORCHESTER, SECONDED BY MARY SUE BOYLE, AND PASSED BY UNANIMOUS VOTE OF THE COMMISSION.

Ms. Sipple continued through the agenda items, guiding discussion on the Commission’s core values, vision and desired impact, key concepts and themes, as well as taglines, and “Quick Wins.”

It was noted that there is a great need to reach out and bring in all voices to broaden the ethnic composition of the Commission.

The Commission discussed the decision-making process for committees and approvals for moving forward. It was determined that if a time-sensitive vote was needed in order to move forward in committee work, the committee should submit the item to the Executive Committee to make the determination whether a vote should be taken by email, or to wait until the next official meeting. It was also noted that committees should define budget needs for planning both by the Commission and for the County. Mr. O’Leary noted that the deadline for the County budget is usually at the end of July.

Mr. Blackburn asked for feedback on the role of the Executive Committee. It was determined that the Chair should act as the chief spokesperson for the Commission. This emphasizes the need to finalize a case statement and elevator speech for the Commission, so that the Commission’s Chair and Executive Committee, as well as the full Commission, can effectively communicate with the community and encourage support.

With the strategic planning session concluded, Mr. Blackburn, with Ms. Sipple and Ms. Simmons, shared that the next steps would be to refine the strategic plan based on the session discussions, and it would be circulated to the full Commission for comment.

The next Commission meeting is scheduled for Thursday, June 1, 2023.

Public Comment:

There were no public comments.

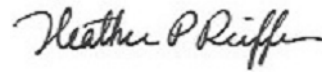
ADJOURNMENT:

Mr. Blackburn thanked Ms. Sipple and Ms. Simmons for guiding the Commission through a productive meeting. The Commission gave them a round of applause.

A MOTION TO ADJOURN THE MEETING AT 6:27 PM WAS MADE BY MS. DORCHESTER, SECONDED BY MS. SHEPPARD AND PASSED BY UNANIMOUS VOTE OF THE COMMISSION.

The meeting adjourned with Mr. Blackburn thanking West Whiteland Township for the use of their space.

Respectfully submitted,

A handwritten signature in cursive script that reads "Heather P. Reiffer".

Heather P. Reiffer, Secretary