



MINUTES: Chester County A250PA Commission Monthly Meeting  
Hybrid – Chester County Government Services Center, Room 171

April 2, 2026

MEMBERS PRESENT IN PERSON: Jane Dorchester, Fernando Fonseca, Susan Hamley, Colin Hanna, Mark Slouf

MEMBERS PRESENT VIA ZOOM: Sam Bissenbina, MarySue Boyle, James Christ, Adam Desch, Jennifer Green, Tim Hennessey, Conor Hepp, Michelle Kichline, MaryFrances McGarrity, Winifred Moran Sebastian, Bruce Mowday, Krystine Sipple, Randell Spackman, Dr. tonya thames-taylor (T3), Robert Williams

COMMUNITY PARTNERS PRESENT IN PERSON: None

COMMUNITY PARTNERS PRESENT VIA ZOOM: None

CCPC STAFF PRESENT IN PERSON: Matt Edmond, David Blackburn, Carol Stauffer, Bronwen Barnett, Jeannine Speirs, Gene Huller

CCPC STAFF PRESENT VIA ZOOM: None

VISITORS PRESENT IN PERSON: None

VISITORS PRESENT VIA ZOOM: None

CALL TO ORDER:

The regular monthly meeting of the Chester County A250PA Commission held in person at the Chester County Government Services Center and via Zoom audio/video on Thursday, April 2, 2026, was called to order at 4:08 P.M. by Michelle Kichline, Chair.

Michelle welcomed the newest member of the Commission, Colin Hanna, whose term began April 1<sup>st</sup>.

PUBLIC COMMENT: None

CONSENT AGENDA:

A MOTION TO APPROVE THE CONSENT AGENDA WAS MADE BY WINIFRED MORAN SEBASTIAN, SECONDED BY JANE DORCHESTER, AND PASSED BY UNANIMOUS VOTE OF THE COMMISSION.

THE CONSENT AGENDA INCLUDED: APPROVAL OF THE MINUTES FOR MARCH 5, 2026, MEETING OF THE CHESTER COUNTY A250PA COMMISSION.

FINANCIAL UPDATE

- Matt Edmond presented a snapshot of the America250 Chester County Commission Charitable Fund (CC250) showing donations to date.
- The agreement to create a new area of deposit for future donations is in review at the Chester County Solicitor’s office.
- Matt reviewed the financial reporting template tracking budget allocations, and expenditures across different funds.
  - Of note was the revised cost of the Metricool expense that included a \$4.80 for a foreign transaction fee.
  - A concern was raised about using a foreign company (Metricool). Sam Bissenbina explained that the selection was based on price, popularity and her experience with their product.

COMMITTEE REPORTS, PLANS & BUDGETS

Heritage Sites Committee – Mark Slouf

- Mark Slouf, Chair, has drafted a general outline for implementation of the kiosks that will also transition to a structural document of the overall Heritage Interpretive Network.
- He reviewed the elements of this plan, which includes tasks by consultant, template for content, specs to be put into RFP for solicitations of bids from Contractors, and concurrent tasks toward implementation and HIN structure.

Education Committee –David Blackburn on behalf of Beverly Sheppard

- Materials continue to be widely available for distribution to students.
- On April 26<sup>th</sup> the Chester County Concert Band is performing at Fugett Middle School at 2 pm. Fred Fonseca is coordinating Children of the America Revolution to perform a “Dare to Declare.”
- Michelle Kichline announced that Tredyffrin Easttown School District is incorporating the 250 themes into spring curriculum, events and fundraising. In addition, a bus tour had been organized of the Tredyffrin historic sites.
- Michelle asked that members report on their school districts activities that are focused on the 250 themes.

Marketing and Communication Committee – Jane Dorchester

- The first article - in celebration of Women’s History Month theme - has been published on the website and will be up through April. In addition, an article for Keep Chester County Beautiful will be published at the end of April.
- A Logo Usage License & Agreement has been finalized and will be used when receiving requests for our logo use. These requests will be reviewed and approved by the MarCom Committee.
- Events for which we will be buying targeted ads and social media placement are under review.

- Magnets and stickers are ready for pickup, and we will have them in time for Susan Hamley's event on April 9<sup>th</sup>.
- 5,000 Bookmarks have been donated by Brandywine Valley Tourism, and some have already been distributed to the public libraries.
- A distribution system will be organized for the items. There is also ample supply for Commission members to place in workplaces, churches, and school libraries.
- These materials may also be promoted in our monthly newsletter.
- The Commission had a lengthy discussion on the purchase of street banners, increasing the quantities on CC250 flags and the printing of copies of the Declaration of Independence.
  - A MOTION TO NOT SPEND \$3.740 ON THE PURCHASE OF A STREET BANNER ON 2. NORTH HIGH STREET WAS MADE BY JANE DORCHESTER, SECONDED BY MARK SLOUF, AND PASSED BY MAJORITY VOTE OF THE COMMISSION.
  - A MOTION TO PURCHASE 150 FLAGS FROM THE COLONIAL FLAG COMPANY WAS MADE BY MARK SLOUF, SECONDED BY WINIFRED MORAN SEBASTIAN, AND PASSED BY UNANIMOUS VOTE OF THE COMMISSION.
    - There are 73 municipalities, 9 State Representatives and 3 State Senators and 1 U.S. Representative in Chester County. Adding 12 School Districts, this equals 98, plus the County government should also be given flags for each major building.
    - If the municipalities would like a second flag, or if private businesses would like a flag, they would need to purchase. A suggestion was made to put a button on the website to purchase flags.
  - A MOTION TO ORDER 1,000 COPIES OF THE DECLARATION OF INDEPENDENCE TO BE PRINTED IN-HOUSE BY CHESTER COUNTY FOR AN ESTIMATED \$.40/COPY WAS MADE BY SUSAN HAMLEY, SECONDED BY MARY SUE BOYLE, AND PASSED BY MAJORITY VOTE OF THE COMMISSION.

Fundraising Committee – Winifred Moran Sebastian

- The Committee held a meeting this past month and discussed the possibility of law firms who do municipal work to purchase flags for their municipalities.
- An Events Committee being formed was discussed, most notably towards organizing a glamorous fundraiser.
- Mary Sue Boyle, Colin Hanna, Susan Hamley and Jim Christ provided ideas and updates on events proposed for our organization or those being planned by other organizations in the remainder of 2026 and into 2027.
  - A MOTION TO CREATE AN EVENTS PLANNING SUBCOMMITTEE TO THE FUNDRAISING COMMITTEE, CONSISTING OF MEMBERS

WHO ARE INTERESTED AND HAVE EXPERIENCE IN EVENT PLANNING, WAS MADE BY JANE DORCHESTER, SECONDED BY WINIFRED MORAN SEBASTIAN, AND PASSED BY UNANIMOUS VOTE OF THE COMMISSION.

- Michelle Kichline asked that members interested in serving on an Events Committee should submit their names to Bronwen Barnett.

#### Partnerships Committee – Michelle Kichline for Randell Spackman

- There is much discussion with the County and Brandywine Battlefield about events.
- The Committee is having a meeting next month to discuss the distribution of the flags and the support for library outreach for events.

#### Technology Committee – Sam Bissenbina

- A Volunteer Opportunities page is posted, and it connects to the organizations searching for volunteers.
- Sub-menus have been created.
- Links on the Heritage Themes to historical organizations are being created.
- Michelle Kichline requested outreach to municipalities requesting a link back to our site. Matt Edmond suggested this request be made in an email blast by CCPC staff.
- tanya taylor-thomas (t3) requested a report be provided monthly on the website analytics.

#### Executive Committee – Michelle Kichline

- Bucks County 250 have been provided with \$20,000 by the County supervisors and have created mini-grants. Michelle Kichline asked the members about an interest in creating these for CC250.
- A decision was made that although it was a wonderful idea, we don't currently have the excess funds to create this program. Should we obtain appropriate funds in the future this idea can be revisited.

#### A250PA CHESTER COUNTY (CC250) BUSINESS

- Matt Edmond gave a final reminder to the Commission about the requirement to fill out the State of PA Ethics form for 2025.
- Historical bus tours were suggested last month for possible CC250 sponsored/organized events – if members want to discuss this further, Jeannine Speirs has information on past tour parameters and lessons learned.
- Colin Hanna discussed the June 25<sup>th</sup> event at Longwood by the Brandywine Symphony. An original composition will be performed with patriotic tunes. This composition could be an audio file played on continuous loop on the website. The copyright for this piece is not complete and so cannot be posted currently, but he will alert us when that is in place.

#### PARTNER WORK UPDATES

Chester County Planning Commission

- Kiosk software upgrades are being planned for Marshallton and Phoenixville and we are working with the county procurement office.

Community Partners

- Chester County Community Foundation – no verbal update as Karen Simmons was not present.
- Chester County Parks Department update (provided by David Blackburn on behalf of Dave Stauffer):
  - Forged in Freedom Traveling Exhibit will be at Springton Manor Farm in May, at Nottingham County Park in July, and Warwick County Park in September.
  - County Rangers are actively working to clean and update the Family Farm Museum located in the Great Barn at Springton Manor Farm with the goal of featuring the museum at this year’s Sheep + Wool Day Event to be held on 5/2/26 from 11am-3pm. The rain date for the event is 5/3/26.
  - Ranger Jay Erb is developing a “We the People” civic program with guest speakers to be held in July. This is anticipated to include a Chester County Community Foundation funding request to support videography and postproduction editing of video content for web and social media use.

NEW BUSINESS

- The first CC250 update to the County Commissioners is taking place at their April 8<sup>th</sup> meeting. Our website will be the focus of the update.

THERE BEING NO FURTHER BUSINESS, A MOTION TO ADJOURN AT 6:09 PM WAS MADE BY MARYFRANCES MCGARRITY, SECONDED BY JANE DORCHESTER, AND PASSED BY UNANIMOUS VOTE OF THE COMMISSION.

Respectfully submitted,



MaryFrances McGarrity, Secretary  
Chester County A250PA Commission

MM/brb