



THE COUNTY OF CHESTER



COMMISSIONERS
Marian D. Moskowitz
Josh Maxwell
Michelle Kichline

Brian N. O'Leary, AICP
Executive Director

PLANNING COMMISSION
Government Services Center, Suite 270
601 Westtown Road
P. O. Box 2747
West Chester, PA 19380-0990
(610) 344-6285 Fax (610) 344-6515

America250PA Chester County Commission
GSC Room 351 West

July 12, 2022

MINUTES

MEMBERS PRESENT IN PERSON: David Blackburn; Jane Dorchester; Fernando Fonseca; Kieran Francke; James Garrison; Susan Hamley; Ernie Holling; Brian O'Leary; Cliff Parker; Heather Reiffer; Winifred Moran Sebastian; Beverly Sheppard; Mark Slouf; Randall Spackman; Robert Williams.

MEMBERS PRESENT VIA ZOOM: Mary Sue Boyle; Barbara Cohen; Nicole Flamer; Conor Hepp; Malcolm Johnstone; Michelle Kichline; MaryFrances McGarrity; Barbara McIlvaine Smith; Karen Simmons; James Ziegler.

MEMBERS NOT PRESENT: James Christ; Fernando Fonseca; Paul Kahan; Alexander Parham; Robert Williams.

OTHERS PRESENT IN PERSON: Bill Deguffroy; Gene Huller; Suzanne Wozniak.

VISITORS PRESENT IN PERSON: There were no visitors.

VISITORS PRESENT VIA ZOOM: Jay Byerly; Beth Cunliffe; Brandi Levine.

CALL TO ORDER:

The America250PA Chester County Commission meeting, held at the Government Services Center Room 351 West and via Zoom video/audio on Tuesday, July 12, 2022, was called to order at 4:00 PM by Mr. O'Leary.

Commissioner Kichline welcomed the members and thanked everyone for attending the meeting.

ACTION ITEMS:

Proposed Bylaws:

Discussion of the proposed bylaws included adding the following as Article IX and changing the Amendments section to Article X.

ARTICLE IX Committees

9.1 The Commission Chair may create any committees needed to facilitate the ongoing business of the Commission, provided approval is received from the members of the Commission at a public meeting.

9.2 All committees must be assessed and reconstituted on an annual basis by the members of the Commission at a public meeting.

A MOTION TO ADOPT THE PROPOSED BYLAWS AS AMENDED WAS MADE BY MR. HOLLING, SECONDED BY MR. FRANCKE, AND PASSED BY UNANIMOUS VOTE OF THE COMMISSION.

Election of Officers:

Mr. O’Leary discussed the proposed slate of officers and recommended approval of a Chair, Vice-Chair, second Vice Chair, and Secretary as outlined.

A MOTION TO ELECT MR. DAVID BLACKBURN AS CHAIR, MS. WINIFRED MORAN SEBASTION AS FIRST VICE CHAIR, MR. ERNIE HOLLING AS SECOND VICE CHAIR, AND MS. HEATHER REIFFER AS SECRETARY WAS MADE BY MS. MCILVAINE SMITH, SECONDED BY MS. BOYLE, AND PASSED BY UNANIMOUS VOTE OF THE COMMISSION

DISCUSSION AND INFORMATION ITEMS:

Ms. Sheppard reviewed information from the June 2, 2022 kickoff meeting including an overview of AMERICA250, its’ mission and vision, and the top themes for commemoration. The highest number of votes for a specific theme was “Power of Place”. Ms. Sheppard encouraged the members to take part in sub-committees and discussed general guidance for creating goals and workplans.

Mr. O’Leary discussed the Chester County Heritage Tourism Plan. A request for proposal (RFP) for the Heritage Tourism Plan opened in early 2022 and two proposals were submitted. Heritage Strategies has been chosen as the consultant to work on the plan.

Ms. Sheppard led a discussion about opportunities for community input. Several members commented and gave potential ideas of how to engage the communities in this process.

Mr. O’Leary opened a discussion about potential subcommittees and tasks. Mr. Blackburn then led the members through the document provided describing the six proposed committees and the structure/operations of each committee.

Committee Creation:

Mr. O’Leary and Mr. Blackburn discussed six (6) proposed committees. Each committee shall choose a chair and a notetaker, who should be a member of the Commission; committees can include people who are not members of the 250th Commission; committee meetings may be held virtually or in person and should meet on a regular basis, reporting to the quarterly meeting of the Commission; and committees should create a workplan based on a template provided by the Commission. The six committees included:

1. Heritage sites committee
2. Partnership committee
3. Communications and marketing committee

4. Education committee
5. Programs and events committee
6. Development committee

A MOTION TO ACCEPT THE SIX (6) COMMITTEES AS RECOMMENDED WAS MADE BY MR. HOLLING, SECONDED BY MR. ZIEGLER, AND PASSED BY UNANIMOUS VOTE OF THE COMMISSION.

Ms. Sheppard volunteered to create a template for the committees to use for each of their meetings.

Sign up forms for the committees will be made available on Google Drive following the meeting.

The quarterly meeting schedule is to be determined.

ADJOURNMENT:

A MOTION TO ADJOURN THE MEETING AT 6:05 PM WAS MADE BY MR. HOLLING, SECONDED BY MR. O'LEARY, AND PASSED BY UNANIMOUS VOTE OF THE COMMISSION.

Respectfully submitted,



Heather Reiffer, Secretary

HR/bnol/slw