

Brandywine Valley Scenic Byway Commission
Thursday, May 23, 2024, 7:00 PM (both In-person at CFT and ZOOM)
ZOOM Meeting ID: 836 7016 6354 Passcode: 916348

ZOOM Link:

<https://us02web.zoom.us/j/83670166354?pwd=Z3kySTBVR1U4VGptZW9Cc0RBcFNNUT09>

Phone Call in number: 309-205-3325 (US)

Meeting Minutes

In Attendance:

Rich Phifer (East Bradford Township, Chester County) – Chair
Sarah Mims (Pocopson Township, Chester County) - Vice Chair
John Haedrich (Kennett Township, Chester County) – Treasurer
Helene Badeau (Chadds Ford Township, Delaware County)
Kathleen Goodier (Chadds Ford Township, Delaware County)
David Scranton (Pocopson Township, Chester County)
Maree Forbes Gaughan (Advisor)

Absent:

Jim Haigney (East Bradford Township, Chester County) – Secretary
Mary Fahner-Short (Pennsbury Township, Chester County)
Karen Marshall (Kennett Township, Chester County)
Lois Saunders (Advisor)

Call to Order

The meeting was called to order by Rich Phifer at 7:00 pm. Rich noted that David Scranton is acting secretary for the meeting.

Announcements

There were no announcements.

Routine Business

Review & Approval of April 25, 2024 Meeting Minutes

John Haedrich noted that a reference in the April 25 minutes to accounting items being “broken up” should be revised to “segregated.” Upon motion by David Scranton, seconded by Kathleen Goodier, the minutes were approved as amended.

Treasurer’s Report as of 05/20/2024

John Haedrich delivered the treasurer’s report:

Previous checking balance as of 04/22/24: \$40,706.58

Checking Income items: none

Checking Expense items:

Check 1003, 05/08/24 Fulton Bank CD #94802023 \$5,000.00 (6 month, 3%)

Check 1004, 05/08/24 Fulton Bank CD #92572369 \$5,000.00 (6 month, 3%)

Check 1005, 05/08/24 Fulton Bank CD #94801929 \$5,000.00 (6 month, 3%)

Check 1006, 05/08/24 Fulton Bank CD #94801929 \$10,000.00 (12 month, 3.5%)

Net Items for the period 4/22/24 to 5/20/24: \$25,000.00

Truist Checking balance as of 05/20/24: \$15,706.58

Truist Previous credit card balance as of 04/22/24: (\$6.47)

Credit Card expense:

Kennett Copy 4/22/24 \$46.96
Quicken Annual Subscription 05/17/24 \$101.63
Credit card balance as of 05/20/24: \$142.12
Fulton Bank CDs as of 5/20/24
CD #94802023 \$5,000.00 (6 month, 3%; matures 10/08/24)
CD #92572369 \$5,000.00 (6 month, 3%; matures 10/08/24)
CD #94801929 \$5,000.00 (6 month, 3%; matures 10/08/24)
CD #94801929 \$10,000.00 (12 month, 3.5%; matures 05/08/25)

Upon motion by Sarah Mims, seconded by Kathleen Goodier, the treasurer's report was approved.

Old Business

Audit for 2023

Helene Badeau reported that she and David Scranton have gotten the ball rolling on the 2023 audit and will report again next month.

Inter-Governmental Cooperative Agreement

No developments were reported.

HTUGRR Website

Maree Forbes Gaughan, on behalf of National Travel Center, provided the members of the Commission with an updated draft press release announcing that the Commission is unveiling the new Harriet Tubman Underground Railroad Byway website. Members discussed channels and methods for distribution. Rich Phifer expressed the goal of issuing the release by the second week of June. Maree suggested issuing the press release via PRNewswire at a cost of approximately \$150 and offered to coordinate that. After discussion, it was the sense of the meeting that the press release be approved, along with the PRNewswire expense.

HTUGRR/CC250PA Partnership (Path to Freedom)

John Haedrich reported that the HTUGRR/CC250PA Partnership plans a June 7 event at Thornbury Farms to publicize the effort. Four speakers, including Maree Forbes Gaughan, will make presentations. The effort is being led by Karen Simmons, the President/CEO of the Chester County Community Foundation. Kathleen Goodier reported that she expects to attend.

HTUGRR VPP Grant

John reported that the County has advised that the Commission may start work June 1 on the HTUGRR VPP Grant, which was approved by the Chester County Commissioners at their May 22, 2024 meeting. John noted that the Commission pays costs in advance and submits reports to the County for reimbursement.

BVSB Chadds Ford Township Project

Kathleen Goodier reported that the project timeline has been updated, with intent to advertise the project in August and proceed thereafter.

AACHAF Grant Application for "The Pines"

John Haedrich reported that the Commission resubmitted portions of the document package to address preliminary comments. The Commission has been working with the Kennett Underground Railroad Center on the effort. A decision on the \$100,000 award is expected by June.

Maree Forbes Gaughan reported that other resources may also be available to help with the project.

USDA Grant for Corridor Management Plan

Rich Phifer reported that we continue to wait for a decision at the end of July.

PennDOT Byway Program Meeting with State Officials

Rich Phifer reported that the PennDOT Byway Program meeting is scheduled for June 13. He asked that members put the meeting on their schedule to attend via Zoom. Maree Forbes Gaughan summarized the basic approach of the presentation on behalf of the Byway. John Haedrich recommended that the Commission develop a concrete proposal of how funds would be spent if granted. It was agreed that PennDOT should be advised of our intent to make an application for additional funds.

BVSB Corridor Signage

Rich Phifer reported that he had spoken with Karen Marshall about her efforts to research the question of proprietary rights to signage. Maree Forbes Gaughan noted that our logo depicts the unique role that Pennsylvania played in the Underground Railroad. The question of common signage will be considered further.

BVSBC Dropbox Access

Rich Phifer reported that he and John Haedrich have been working to collect documents on Dropbox and determine how they can be made available to members. He noted that “read only” rights can be granted to Commission members at large, while a limited number of officers may have broader rights. There was a brief discussion of mechanisms for making documents such as meeting agendas and minutes publicly available.

New Business

BVSB Property Recognition Nomination

John Haedrich submitted a draft letter to recognize David Banks and Jessica Banks for intrinsic value derived to the Brandywine Valley Scenic Byway through the exceptional maintenance and care of the property addressed at 272 Kennett Pike in Kennett Township, Chester County, Pennsylvania.

Kathleen Goodier asked about adding the Americas Byway or National Scenic Byway logo on recognition letters. Some extensive discussion ensued about an appropriate logo for the Scenic Byway that might incorporate the “National Scenic Byway” theme. Helene Badeau noted that the text of recognition letters should take note of the Scenic Byway’s status as a National Scenic Byway as well.

BVSB Website Development Proposal

Maree Forbes Gaughan, representing National Travel Center, presented a proposal to the Commission for NTC to develop a new website for the Brandywine Valley Scenic Byway in Pennsylvania.

The members discussed the proposal and expected timing. Rich volunteered to be the Commission's point of coordination with NTC for the project. After discussion, upon motion by David Scranton, seconded by John Haedrich, the proposal was unanimously approved.

National Scenic Byway Foundation Membership

Rich Phifer presented information about possible membership in the National Scenic Byway Foundation, noting that the fee would be \$150. Maree Forbes Gaughan thought that the membership would have value to the Commission. After generally favorable discussion, upon motion by John Haedrich, seconded by Sarah Mims, the proposal was approved. John agreed to submit the application and fee.

Authorization to Pay NTC Invoice for Annual Hosting Fee:

Rich Phifer referred members to NTC's invoice for the annual website hosting fee for the Harriet Tubman website, in the amount of \$260.35. After discussion, upon motion by Kathleen Goodier, seconded by Helene Badeau, the payment was approved with the notation that future invoices should be submitted to the Commission directly from the vendor rather than through NTC.

Chairman's Comment

Rich Phifer reported that he had no additional comments.

Public Comment

No public comments were submitted.

Adjournment

Kathleen Goodier made a motion to adjourn the meeting. John seconded the motion. The meeting adjourned at 8:38 pm.

Next meeting – June 27, 2024