

OPEN HOUSE DEDICATION MEETING MINUTES
Tuesday, March 21, 1989

Present at this meeting were: Robert H. Grunmeier, Betty J. Kelly, James H. Singley, Gloria G. Neiman, Chief George Egly, Alice Munn, Beatrice Waite.

Items discussed:

Program Book:

Mrs. Waite reported that 1000 programs will be printed - approximate cost for printing per page is \$45 to \$55. Total ads presently total \$3,609.

Hilltown seal (donated by Chief Egly's family and artwork by the Chief's daughter, Eileen Braccio.)

Photographs will be taken of Supervisors, staff and various boards within the next week.

Mr. Jack Fox is working on a map of the township with information of historic interest.

Copies of the dedication book with a notice of the open house will be given to all sponsors.

Pens and Plates:

Pens and plates have been ordered. Plates will be made in a limited edition run of 500 - all numbered.

Cost of plates was discussed: It was agreed to charge \$10 per plate (cost to the Township is \$6.25 each or \$3,125 total).

Open House - Dedication Ceremonies:

Mrs. Kelly advised she will check into a microphone system for the ceremonies (she will contact Mr. Kendra, Rickert Road). If Mr. Kendra is not available, Chief Egly indicated he would be able to contact someone.

Mark Zellar, Zellar's of Cedars, will supply the buffet and hors d'oeuvres. He must be contacted 10 days prior to the date with number attending. Cost for 200 persons is \$9.75/person. Buffet will be set up in the meeting room. Chief Egly stated he would contact the Hilltown Fire Company, asking for use of tables and volunteers to set up and dismantle the tables.

Invitations have been ordered and will be addressed and sent as soon as they are received.

It was suggested that employees advise if they are inviting additional guests, other than their spouses. Also, young children will be permitted only after 1:00 P.M.

The Hilltown Fire Company will supply a hot dog truck with sodas for the children in the afternoon.

Mrs. Kelly reported that Mr. Joseph Detato, Bandmaster of the Pennridge High School, will supply a group to play from 11:00 A.M. to 1:30 P.M. (cost will be advised).

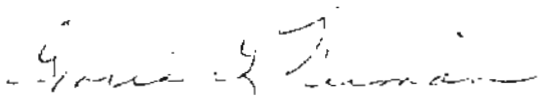
Mr. John Becker will sing the National Anthem.

Mrs. Kelly suggested that the Supervisors, committee people and staff take the VIP's on a tour of the building. The police staff will conduct the Police Department tour; Supervisors and Administrative staff will conduct the tour of the Administrative offices. Parking was discussed: Mr. Singley will contact Mr. Roach regarding use of his property across the street from the municipal building.

Fire Police, Dublin Ambulance and Hilltown Township Company fire trucks will be present.

A program for the ceremonies was discussed: Mrs. Neiman will type and distribute copies to Supervisors and committee people for their review and approval.

Respectfully submitted,



Gloria G. Neiman
Township Secretary