

The Roadside Historical Markers of Tobyhanna Township, Monroe County, Pa.

A History of the Project

The Roadside Historical Markers of Tobyhanna Township is a project founded by a group of volunteers on May 19, 2015. It was formed as the Marker Advocates of Tobyhanna Township (MATT), being a non-profit association. Its objective is to preserve and share the rich history of Tobyhanna Township, instill community pride and create heritage tourism. All revenues for the project are secured by donation. MATT operates under Pennsylvania Title 15, 9111 Corporations and Nonprofit Associations law, with it selecting a manager. It keeps detailed financial records and minutes of meetings, which are available for public inspection.

Volunteers for MATT were from various community organizations, businesses, governments and individuals. Each person brought with them a great deal of knowledge and experience in their own disciplines, and each were very dedicated to the objectives of the project.

MATT established an objective to complete its project within four to five years, at which time it would not be necessary to continue its operations. For this reason, and to save on costs of operations, the Historical Association of Tobyhanna Township agreed to handle all financial affairs through a separate bank account, as MATT's fiduciary agent.

MATT organized itself through working committees of 15 community volunteers. Committees established were fundraising, research and text writing, purchasing, site selection and installation, purchasing, dedications and publicity and the driving tour map brochure. Key elements supporting the markers are QR labels for scanning and a comprehensive web site.

The Historical Content and the Marker Design

An advisory committee was formed to recommend the topics of each marker and to research and write the text. The most significant historical topics of Tobyhanna Township were selected, using the criteria that each topic be deemed meritorious, historically significant and interesting. Ultimately, MATT approved 28 topics as candidates for markers. Two topics were combined into one large, custom designed marker. There were a few topics that were not approved, since these did not meet the established criteria.

Since traditional large markers can cost over \$3,000.00 and donations from the community could be limited, MATT decided upon an 18" x 24" design, using smaller characters. This required a more reasonable donation of \$1,500.00 to cover the cost of a marker and other minor, miscellaneous operating expenses. As much content could be fit on its surface, as what is on at least 80% of the larger markers dotting the landscape. The quality to the reader is not jeopardized, since MATT realized that virtually no marker of any size can be read by passing vehicles without stopping, due to the speed on today's roads.

A Pennsylvania company was selected to manufacture each marker- Lake Shore Industries of Erie, PA. Each marker is a casting made of virgin aluminum ingot, and are double-sided with the exception of one marker. This type of marker currently in use throughout the US shows durability and virtually ageless performance, some exceeding 75 years old without any significant issues. The maker is capped

at the top with a pine tree molded graphic, significant of the past and present various, huge pine trees that have graced the community and the Pocono Plateau. Lettering color of parchment was used on a field base of green. Each marker is mounted onto a steel post, which is sunk into cement anchoring according to depths of building codes.

Site Selection

The location of each marker took into account the activities of the topic, considering the center of activity, the site of physical buildings or structures and the overall theme of each topic. In a few cases, sites selected were close to but not at exact locations of the topic, due to safety and convenience for the viewing of the text. Permission was received from each property owner, and where necessary, a Site Agreement for easement and continued access was executed. Street, road and highway right of ways were also a consideration for the exact placement.

Fundraising

With so many donations being needed, an experienced person in local fundraising volunteered to direct those efforts. That committee in itself obtained donations for the vast majority of markers. The remaining donations came from county and local governments, related organizations and individuals within MATT. Organizations and individuals were identified that had some relationship to the topics, making this a true community project. A program brochure, financial statement and donation form were designed and printed, and fundraising efforts began in July, 2015. The reception and enthusiasm by potential donors quickly developed, and in less than a year, almost \$40,000.00 was raised for the donation for all but two markers.

The Website

Since the historical association maintains a complete website, they agreed to allow MATT to use this, developing a sub-site. This resulted in no website costs, except for initial design and page-loading costs. MATT decided to use a typical home page, and then each marker would have its own page with it. Each page contains photos of the marker, recognition of the donor, an interactive Google map for the marker's location, photos of the dedication ceremonies, related photos and documents of the topic and links to related historical information. The website is professionally developed and maintained by Kim de Bourbon of BGA Studios.

The markers are also listed on the international Historical Marker Database (hmdb.org), but without the extensive resources that are reserved for MATT's website. MATT has earned a distinctive place in their special Marker Series listings under the Heritage category.

QR Technology

With the predominance of smartphones and its technology, the QR label system has come into play with the project in a significant way. Each marker has a uniquely designed QR design label that is matched with its respective web page. With a label attached to each marker pole, when scanned by a smartphone or similar device, the result is immediate: the web page for that marker appears on the device. This allows the viewer to access much more than what fits on the face of the marker, as previously described. This makes the driving tour an experience not normally associated with traditional roadside markers. Each label is of lasting quality for outdoor use, as the standard developed

by the National Park Service was used for its material and printing. A stainless-steel plate of aircraft quality material is first mounted to the marker pole with stainless steel screws and Loctite, on which the label is affixed.

Text Preparation

Each topic's significance is documented by the considerable historical record of books, newspapers, pamphlets, deeds, family histories, photographs and other numerous sources. Some topics were already researched in prior efforts by the historical association. A committee of four volunteers wrote the text, which was then approved by MATT, the donors and the property owners. Each text had several drafts over a period of weeks. It was important, as well as tricky, to fit the most important details of the topic in the limited space of each marker.

Installation Schedule Overview

Two of twenty-five markers melding into the project had already been installed in the couple of prior years.

With a time-line of donation activities, text writing and manufacturing lead times the first marker installation occurred on November 8, 2015. Unfortunately, with winter coming to the Poconos, frozen ground would not permit installation of additional poles, so installations and dedications resumed in June of 2016. These continued until the fall, when once again installations were suspended due to the winter season. The final push for installations resumed on May 21, 2017, completing the process with marker #25 being installed on June 9, 2017.

Dedications

A dedication date for each marker was selected with approval of the donor. Invitations for each dedication were emailed to all parties. All markers were kept under lock and key, and were not mounted on their poles until the night before or the day of the dedication, and were covered with a ceremonial cloth and wrapped with a ribbon and bow. At the dedication, all parties were introduced and thanked, and historical background was cited about the topic of the marker. The donor(s) were then asked to "cut the ribbon" and unveil the marker. Photos were taken of the dedication and appear for each marker on the web site. Some topics had more involvement than others, so attendance for the dedications varied from 10 to 35 people, including township supervisors, state representatives and property owners. A news story was prepared, with photos of the donors and the marker, and run in the Journal of the Pocono Plateau newspaper.

The Driving Tour

With 25 markers located throughout Tobyhanna Township, many are located at or close to interesting locations. And 3 are located at our natural areas. It was decided to feature those areas on the web site and the print version of the driving tour map. A major push is necessary to get residents and visitors out and about in our community. It takes about 2.5 hours to easily drive the marker tour, stopping to read each and to do some scanning at the marker sites. Of course, more time can be spent at the natural areas. Spending 4 hours would not be a stretch, and still, not everything can be seen to appreciate. This may prompt visitors to the sites to return for a second or third time to complete their tour including some significant nature walks, fishing, and appreciation of our natural Pocono plateau.

Donor Appreciation

Considerations were given to having a donor reception with food and drink, to thank the donors. A number of negatives surfaced, including cost and a number of donors may not be able to attend a specific date. And there was concern about spending donor funds to thank them. The final decision of the Group was made to have printed and framed photos of each marker presented to the respective donors, with the dedication date printed on the photo. This provides a lasting appreciation and memory of the marker and its donation. This minimal expense was paid for by general donations received that were not associated with specific marker donations. Each framed photo was presented by the MATT volunteer who originally arranged for the donation, along with copies of the driving tour map.

Publicity

Each dedication was covered by the Journal of the Pocono Plateau, accompanied by photos. Periodic TV coverage was done, and after the completion of all installations, TV story coverage was done by stations from Allentown and Wilkes-Barre & Scranton. Approximately 75 professionally printed posters were placed throughout Tobyhanna Township announcing the project and the driving tour. A large QR label was placed on the posters to provide immediate access to the driving tour map and the entire web site. For those who cannot access the map via the QR label or otherwise, printed maps are available in counter display stands at 5 locations- the township offices, Clymer Library and the post offices in Blakeslee, Pocono Lake and Pocono Pines.

The printed driving map brochure has controlled availability to take advantage of the majority of the population who now use smart phones and devices. For those needing the hard copy, the four-color, 8.5" x 17", two side brochure and map provides all of the details for the project.

In conjunction with the upcoming WB&E Railroad rails to trails hike/bike trail, a display of the tour will be erected at the trail head near the high school. The first phase of this trail ends at Hungry Hill, which is the first stop on the eastern end of the marker tour. To take advantage of the many participants of this new trail, a permanent graphic sign with QR label and map, will be erected at the trail head parking area.

Future Maintenance

Into the future, the MATT recognizes there may be maintenance expense of markers due to accidents and possible vandalism. For this reason, MATT decided to reserve \$1,500.00 for future expenses. If any expenses exceed that, it is hoped that the community will step up to offer donations for continual preservation of the markers. HATT will continue to maintain the current maintenance fund in its separate checking account held for MATT.

The entire program was a lot of work supported by a lot of people. The donors and their families and community organization members, government officials, the volunteers and property owners. It is not an exaggeration to say that the total number of people touching, influencing and working hard to make this project a success, were several hundred people from the community. A true community success!

Marker Advocates of Tobyhanna Township (MATT)

Committee Meeting Notes — 2015-2017

Tuesday, May 19, 2015 — 4:30 p.m.

Attending: (13) Janice Yankoff, Susan Bush, Bob Wilson, Brendon Carrol, Dave Carbone, Robert Jones, Trudi Denlinger, Kris Avery, Kris Belcher for Laura Laspee, Cash Cacchione, John Holahan, Rick Bodenschatz

Discussions

Rick Bodenschatz welcomed everyone and asked each to introduce themselves and the organization they represent.

A presentation was given to the group explaining the purpose and benefits to the community, potential topics, marker alternatives, those in existence and those currently funded, and the framework of the organization, including suggested committees, site selection, installation and the supplier of the markers.

Considerable constructive discussion occurred around how the markers would be selected, the order of what topics should be placed when, and what should be considered priorities. Options were to do chronological groups starting with the first road (1779) and the first known settlers (late 1700s), or by topics (schools, churches, people, etc.). After many discussions, it was decided that the Topic-Research-Writing Committee should meet and make recommendations to the group.

Robert Jones pointed out that we really need to have a fundraising brochure to explain our mission, potential topics, types of markers, costs, etc.

Rick asked that each participant line up a sub if you cannot attend yourself.

Also announced was that HATT and Questers have committed to fund markers, and the county commissioners have already funded one with the money already in the bank.

Brendon Carrol took a straw poll of attendees who thought their organizations would fund a marker, and a number of participants responded favorably.

The role of committees was discussed in some detail, and volunteers requested. Follow-up will be done via email.

Rick announced that HATT's Board of Directors has approved being the "bank" for the funds, accepting the donations and making the appropriate payments.

The group agreed that this is to be a grassroots effort, with no particular organization being the driver. It is the coming together of the community as a whole.

The next meeting will not be scheduled until the Topic-Research-Writing Committee can meet and report its recommendations of how topics will be selected and distributed.

Friday, June 5, 2015 — 2 p.m.

Attending: Rick Bodenschatz, Janice Yankov, Brendon Carroll, Susan Bush, Fred Lehrer

The group agreed to hereafter refer to itself as the Marker Advisory Committee. Its mission will be to research potential topics; recommend the sequence in which signs should be erected; link potential markers to available funds; recommend locations. Criteria for selection are that the topic be deemed meritorious, historically significant and interesting.

There was consensus that donors who fund markers will be given the opportunity to select an appropriate topic of interest, subject to approval by the Committee and Group. Questers and HATT are being asked if those organizations have a preferred topic. Those markers which already have funding from a sponsor should "go to the head of the line" when it comes to implementation.

There was consensus that the following three tentative markers were of interest:

- Ice Harvesting Industry (Lake Naomi icehouse site, northeast corner of Routes 940 and 423)
- Logging & Wood Products Industry (Route 940 and Stoney Hollow Road is a location with high traffic. It is not, however, a spot immediately adjacent to a proven mill site. Further research into location is probably required.)
- Toby Park (Route 115, just north of Tobyhanna Creek)

Since Lake Naomi Club has expressed interest in participating, it makes sense to ask them to sponsor the marker for the Lake Naomi icehouse, on their property.

We were told that \$1,335 has been committed by each of three marker sponsors: Questers, Historical Association of Tobyhanna Township, and Monroe County.

\$1,500 is the cost of a small marker. \$2,500 is the cost of a large one.

Attendees agreed to share these facts and recommendations with all marker project participants at the meeting on June 12, for their approval.

Friday, June 12, 2015 — 4 p.m.

Attending: (10) Dave Morrison, Fred Lehrer, Win Miller, Brendon Carrol, Judy Avery, Susan Bush, Susanne Fogg-Sicignano, Janice Yankoff, Marianne Hadjuk, Rick Bodenschatz

Discussions:

Introductions of all were done and welcome of first-time participants.

Rick announced that the naming of the Route 940 bridge over Pocono Lake as "Sullivan Bridge" was introduced into the Pennsylvania Senate Transportation Committee this past Tuesday.

The *Pocono Record* contacted Rick for an interview about the project last week, but Rick suggested we hold off until we are on more solid ground.

The Marker Advisory Committee met last Friday to discuss a predominant topic at the last group meeting: how and when marker topics will be selected for installation. A nutshell report: any marker fully paid for by a sponsor should go to the beginning of the line for immediate installation. When other markers from collective contributions are fully funded, the Marker Advisory Committee will make recommendations to the group based upon topic, geographical placement, etc.

It was determined that timeline grouping would not be practical. (See the Market Advisory Committee meeting notes at the end of the group notes).

The Advisory Committee recommends that it be the first approval (or denial) of topics, with the group having final approval. The committee suggests that topics must be meritorious, historically significant and interesting.

In a brief discussion of partial donations, there was a consensus that partial donations would not qualify a donor to request a topic. There was also a consensus that “pledges” of donations, or “down payments” and incremental payments, cannot reserve a topic. Only 100 percent of money in the bank will commit a topic.

Further explanations were given in the difference of size and content area of the two markers available. This information will be sent to everyone, and be included in our fundraising brochure.

Fred Lehrer introduced the concept of a larger, different material marker that can also contain photographs. This marker would require a safe vehicle pull-off/parking area, which is possible at some sites. It is considerably less costly, while having much greater space for the historical story. Fred has experience for these, and will share that information of layout, size, cost, etc.

Although the quality endurance is unknown, the material used is indicative of many less life-years. If, for example, it needs replaced in 10 years, who is going to do those replacements, and how would they be paid for? This must be considered since part of our mission is to preserve our local history.

At the group’s first meeting, it was suggested that we develop a fundraising brochure. This should list our mission, possible topics, marker alternatives and costs, levels of donations, how to donate, where the markers will be placed (in general), photos of current markers, and all information relative to making a decision to donate. Dave Morrison volunteered to develop the text, and Win Miller volunteered to provide layout and graphics. Trudi Denlinger and the Avery’s (Fundraising Committee) will be consulted for key content items. Dave Morrison also volunteered to join that committee.

Both Questers and HATT were requested to submit back to the Marker Advisory Committee their requested topic of the marker they are each funding, for committee approval and recommendation to the group. The committee is also charged with recommending a topic to the group of the marker funded by the county commissioners. Brendon Carrol voiced his opinion that the county-funded marker should be of Sullivan Bridge, which the committee will consider with other possibilities.

To guide the Marker Advisory Committee, it was suggested, and there was a consensus, that all participants in the group be asked for their top five topics that each of us feel will be appropriate when our group must make a topic selection. An email solicitation will be sent to all participants, requesting this.

A list of committees and who has volunteered for what, was placed on the wall for further sign-ups. More slots still need to be filled. A list of all committee volunteers will be distributed in the near future.

A list of potential organizations in the community not yet represented was placed on the wall. Anyone from our group who can solicit their participation was encouraged to write their name next to the organization and contact them.

Since not everyone can make every meeting, and we still need committee volunteers, it is crucial to get some more people involved to lighten and fairly distribute the workload. This is a community-wide endeavor, not being controlled by any specific organization. All organizations should at least be given the opportunity to participate. The last thing a community-wide effort should do is to inherently exclude a group by not informing and extending an invitation.

A next group meeting has not yet been scheduled, awaiting committee work. Ideally for that meeting we should be prepared to discuss the following items:

1. Marker Advisory Committee's approved and recommended three markers (from HATT, Questers, and county funding).
2. Review concept and perhaps draft of the fundraising brochure.
3. Discuss fundraising methods and objectives.
4. Review details of marker alternatives.

— R.J. Bodenschatz

Tuesday, July 14, 2015 — 4 p.m.

Attending: (14) Laura Altemose, Janice Yankov, Marianne Hajduk, Judy Avery, Kris Avery, Heidi Picard, Jerry Hanna, Carol Cummings, Fred Lehrer, Laura Laspee, Susan Bush, Carol Kehler, John Holahan, Rick Bodenschatz

Announcements

Rick Bodenschatz gave an update on the process for the naming of Sullivan Bridge at Pocono Lake, and announced a "Sullivan's Expedition in Tobyhanna Township" presentation for July 30 at 5:30 p.m. Suzanne Fogg-Sicignano is on vacation but is evaluating how she may get her history students involved at Pocono Mountain West High School. Rick asks that everyone continue to think of targeted donors for whom the Fundraising Committee can approach.

Discussions

After considerable discussion and brainstorming, the Group overwhelmingly selected the name of our group as the Marker Advocates of Tobyhanna Township (MATT).

The Marker Advisory Committee recommended to the group that it adopt Topic List Ver. 2.0 dated 7/3/15, which was approved by the group. This was requested by the Fundraising Committee, since it will provide them as "carrots" which could excite potential donors. It was noted that this is a tentative approval, since formal research has not yet been conducted, so the group reserves the right to reject any topic based upon the research outcome and recommendation of the Marker Advisory Committee.

The Marker Advisory Committee reported (by Rick) that as a result of its last meeting, it recommended Lumbering to be the topic of the marker donated by the county commissioners, further recommending the southeast corner of Stoney Hollow Road and Route 940 if approved by the property owner.

Also reported that HATT has reserved the topic of Lutherland, and that Bodenschatz has reserved the topic of the Christman House/William Henry Christman. It also presented a recommended text to Questers for the Salem Church marker. Marianne Hajduk of Questers gave an update of that process to the group, now awaiting feedback from the church.

Kris Avery reported that the Fundraising Committee is virtually done with the text of the fundraising brochure, and intends to share with the final draft at the next meeting. The committee is formulating a strategy of approaching individual and group donors for 100 percent funding of a marker, and groups who may wish to do their own fundraising for donations, pointing out that only 100 percent funding gets the donor name at the bottom of the marker.

Extensive discussion was held concerning the numerous positives and challenges of the proposed Spring format marker proposed by Fred Lehrer. It is exciting that it has the vehicle to present a much greater volume of history of the topic, and that photographs (color available) can depict structures that are now missing from our landscape. The cost is much less, at \$325.

The presentation of the sign is very professional, the surface providing the opportunity for a fluid story line. And the view at eye level makes it easy to appreciate the message.

There were some concerns that this format is rated for only a seven-year performance ,as reported by Fred. And that road travelers would not know their presence, since these will need to be located where vehicles can safely park.

As the metal markers have a life considerably longer (50-75 years, according to the Pennsylvania state historical marker website), and the objective of the project is preservation of our history, some felt this format may not meet our objective, as the project will still be in process with just three to four years life remaining.

Some also questioned who would pay to replace the worn-out markers in seven to eight years, and who would do the work of coordinating, ordering, installing. Some suggested that perhaps a fund could be established ahead of time, but upon further discussion, that was thought to be impractical since it was pointed out that donors would be reluctant to pay for two, three or four replacements in lump sum ahead of time, to guarantee the preservation of our history.

A couple participants voiced concern that offering options can present challenges in getting donors to commit in the sales process.

A number of participants voiced opinions that perhaps this format could be considered when working together with the metal marker as an enhanced program. This seemed to have some good support, as adding \$325 to the \$1,500 metal marker is not as much of a stretch, considering the value.

In the end, the group still had concerns about the life being only seven to eight years, so some participants asked Fred to research to find availability of a longer-lasting sign material. Since we need to move the project forward, including printing of the fundraising brochure, Fred agreed to seek out options in the next two weeks.

Discussion evolved concerning the approval process for marker installations and consideration of the township code. Our intent is to seek an overall blanket permission, with no sign permits being required by the township. Each marker will be submitted to the township government to make sure there are no unknown issues, even when being placed on private property. Heidi Picard said she would discuss this with the township offices.

Rick suggested we have a paper trail of a simple one-page agreement with the landowner, of which there are examples online from other programs. Jerry Hanna agreed to examine and make recommendations. Any records can be stored in the HATT files in the library basement.

Rick ask that committees start thinking about getting together, now that we have a marker installation coming up soon (Salem Church). He will send the list of committees to everyone and ask that each step up, to get in place.

Next meeting not yet scheduled, determining when that will be needed according to Spring format information and status of Salem, etc. But some time soon!

Thursday, September 19, 2015 — 4 p.m.

Attending: (13) Trudi Denlinger, Judy Avery, Kris Avery, Heidi Picard, Susan Bush, Win Miller, Brendon Carroll, Carol Kehler, Laura Altemose, Janice Yankov, Marianne Hajduk, Rick Bodenschatz, Dave Carbone.

The new fundraising brochure was distributed to the group.

The basis of the website was shown (live).

The fundraising letter and order form was shown.

Trudi gave an update on markers donated thus far.

It was suggested that the Historical Association of Tobyhanna Township maintain a separate checking account for MATT funds. Rick will ask HATT to do so.

The details of MATT being a Pennsylvania nonprofit association under state Statute Title 15 were covered. Under Title 15, Rick Bodenschatz was elected as manager of MATT, by the members in attendance.

The members approved the additional topics of Agriculture and Tobyhanna Township.

The process of site selection and agreements were discussed and shown and the general consensus by the township code enforcement for the project.

The QR code sticker program, in conjunction with the website, was discussed and described by Heidi Picard.

Rick announced that a grant was applied for with the Monroe County commissioners for \$2,590 to cover the cost of the driving map. Decision on this is expected February, 2016.

A copy of our Purchase Order format was shown.

The multi-step process of the beginning to end for establishing a marker was shown.

The Spring format option was tabled until it can be considered as an add-on to current sites when the marker program matures, with stipulation that property owner is responsible for maintenance and replacement when necessary of dismantling.

Carol Kehler agreed to coordinate the unveiling of the Salem United Church of Christ marker, and will consider doing into the future.

Tuesday, November 17, 2015 — 4 p.m.

Attending: (13) Trudy Denlinger, Kris Avery, Judy Avery, Win Miller, Heidi Picard, John Holahan, Laura Altemose, Kris Belcher, Susan Bush, Carol Kehler, Rick Bodenschatz.

A short discussion reviewed our first installation success of the Salem United Church of Christ marker. A wonderful day, and a big thank you to Carol Kehler for coordinating it. Thanks go to Brendon Carroll and Pinecrest Community Trust for its installation and Carol Cummings for the *Pocono Record* coverage.

Rick Bodenschatz noted that on the table in the room for display, all can examine after the meeting the following materials: A binder with our important documents and materials, our financial accounting including bank statements and ledger sheet, the Salem UCC marker file as an example of what is being maintained in records for future reference and archiving, extra brochures, past meeting minutes, the new financial/organization brochure about MATT.

Rick reminded the group that MATT's money held by HATT as its fiduciary partner is maintained in a separate checking account for MATT, and at any time anyone wishes to examine the records, they may do so.

Also announced was a new single-page brochure outlining MATT's legal and financial basis. This was necessitated by a couple of donors asking for more detail before their writing checks. (And yes, we received those donations).

Trudi Denlinger gave her report on fundraising and the status of remaining potentials.

Rick distributed a recap sheet of all topics and the status of each. So far, 17 donations of \$1,500 for specific markers have been received. There are another four expected in the immediate future: Two from Tobyhanna Township, one from Lake Naomi Club and one from Pocono Lake Preserve (per Kris Avery). With the original two, we will shortly have 23 topics paid for, with only three topics left on our approved list.

Trudi noted that she has potential donors exceeding both the number of topics left as well as topics favored. Of course, favored topics are already taken and those coming to the dance later will always have fewer choices. Trudi also suggested that we hold a party for the donors as the project concludes, which by all indications, may be next September.

Trudi presented a request from the Selfies family for a marker topic of them.

Note: Rick and the other attendees commented that Trudi's contribution to this project has been nothing less than outstanding!

Rick reported for the Marker Advisory Committee, noting that it is taking approximately four to six weeks to complete the research and writing of each marker text. As the committee is about to start the next topic, Rick suggested that due to fundraising's situation, the committee first complete research and recommendations of tabled and newly suggested topics. Although not all may be approved, four more are needed to get to our goal of 30.

Heidi Picard of the mapping and website committee led a discussion of the QR code stickers, thoughts for the logistics of the map, and coordination of it with the website. We will have the luxury over the winter, since so few can be planted due to frozen ground, to finalize those details.

Rick implored all to fully support the work of the committees, as site selection and Installation, and the mapping and website efforts require a great deal of work.

Since we will have a ton of markers to install starting next May, possibilities were discussed about those scheduling logistics. The most prevalent consideration was to try on have two in the same day, closely located, each week, so all can be installed by the end of August (since we are potentially looking at 25 or more needing installed.)

Carol Kehler stated she will be helping to coordinate the next marker installation unveiling/dedication.

Due to winter absences, the entire group will not physically meet until next May, but email communications will be frequent over the coming months, especially since much actual work is needing accomplished between now and next May.

September 15, 2016. 3 PM

Attending: Fred Lehrer, Marianne Hujduk, Carol Kehler, Kris Avery, Brendon Carrol, Jerry Hanna, Laura Altemose, Trudi Denlinger, Rick Bodenschatz.

Discussions

Our last meeting was productive, bringing us closer to the conclusion of the program. But that is only the beginning of many decades for the public to enjoy the history of Tobyhanna Township.

The following primary items were discussed: Review of the websites, MATT's and the new entries on the international website for historical markers, HMDB.org. MATT has earned a privileged place within this website already, being placed in their Heritage section of the marker series program. This section allows all markers to be viewed together instead of having to search for and access each one separately.

A review of the status of markers yet to be ordered reveals just two: The Ice Industry and a possible combined one that will show the Clymer Library and the Pocono Pines Fire Company.

This last one is currently in design by the manufacturer, and then needs approved by the fire company, library and MATT, along with a necessary increase in donation from the fire company due to its higher cost. The other alternative is two, regular markers previously proposed. (

Note: A third is on production hold due to a layout issue being addressed: WB&E Railroad.

Naomi Pines House and Sullivan Bridge are on hold due to construction of the bridge and reconstruction of the parking lot at the Jubilee Restaurant. It is hoped a target date the end of October may be realized, since these markers have been produced and are in storage.

Also in storage, just received, at the Great Swamp, The First Schoolhouse, William Henry Christman and Pocono Pines Assembly. Site selection and permissions are in process for those, and some good suggestions were made by the group.

That leaves the following that are currently in production: Forest Products, Isaac Stauffer, Harrison Amusement Park, the Easton-Wilkes Barre Turnpike and the Wilkes Barre and Eastern Railroad. There were also discussions about possible donors for the two remaining topics not yet receiving a donor. Efforts are still being made to obtain donations.

Due to production schedules and the ground freezing, there is a distinct possibility that not all markers can be installed this year, and that we will look to finish installations in May 2017. Given that this was scheduled to be a four-year effort, it is quite an achievement to complete it in just two years. This is a testimony to our community, and to Trudi Denlinger, who single handedly obtained so many donors, Kris and Judy Avery obtaining two, and many other donations coming from groups and individuals within our group: Questers, HATT, Tobyhanna Township supervisors, Brendon Carrol, Lake Naomi Club, The Denlingers and the Bodenschatzes.

A general discussion was held of the possibility of MATT donating one of the final markers, if needed, and if funds are available. A projection of our total fund balance will be calculated in the coming weeks, and will include expected final expenses for the remaining markers donated, miscellaneous costs of materials for installation, website marker page preparation, the driving tour map, a reception for donors and a perpetual maintenance fund for the markers. That will then allow the group to approve these and a possibility to fund a marker.

Our extra funds have come from: \$160 extra collected for each of 22 markers thus far, and a \$1330.00 donation from the Monroe County Commissioners for the driving tour map.

Expenses have been for QR code label printing, QR pole plates, website preparation and miscellaneous materials (less than \$50.)

Discussion of the driving tour map was held. Heidi Picard is chair of this but was not present. Rick mentioned that her committee members for the most part have fizzled. To help, Kris Avery and Laura Altemose stepped up and volunteered to help. Both are experienced at layout, and will work with Heidi. It is hoped that we can have a recommendation for not just the printed map, but how it will be distributed in conjunction with the website, in the next 90 days, and then production done over the winter for a launch at the donor reception in 2017.

Since it is likely that not all markers can be installed this year, concluding in May 2017, the resulting discussion was to set a target some time around Memorial Day to hold a reception for donors.

Marianne Hajduk and Trudi Denlinger volunteered to work on this planning.

— R.J. Bodenschatz

May 18, 2017 — 4 p.m.

Attending: Brendon Carrol, Heidi Picard, Marianne Hajduk, Carol Kehler, Jerry Hanna, Fred Lehrer, Judy Avery, Kris Avery, Rick Bodenschatz

Discussions:

Rick reviewed the very aggressive dedication schedule, with nine being scheduled and four awaiting confirmation, all to be completed by June 7. Schedules were previously emailed.

Rick gave a financial report, reporting the current balance of \$5,177. From this, expected expenditures are for road map brochure printing, website services, poster printing, honors for donors and supplies. It is projected that approximately \$1,500 will be left.

The group decided that the \$1,500 will be reserved for future maintenance requirements of the markers.

The proposed poster was reviewed and approved.

The proposed driving tour map brochure was reviewed. Suggestions were made and will be included in the final version.

Discussions were held in how best to show appreciation to the donors. Concerns were raised about spending donor money for a thank-you reception, and there was further concern that a certain percentage cannot attend a specific date. It was suggested that a professionally printed 8 x 10 photo, with the dedication date and thank you notation, be placed in a respectable frame and presented to each donor with the new map. Cost is approximately \$250. Since MATT received general donations of at least this amount, no money donated by the marker donors must be used for this purpose.