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**WEST READING MAIN STREET FOUNDATION  
BOARD OF DIRECTORS MEETING**

**MINUTES**

**DECEMBER 6, 2010**

**Foundation Board of Director Members Present**

Dr. Mark G. Dougherty (Penn Avenue Dental) Vice President; Richard Sichler (Borough Manager); Phil Wert (West Reading Borough Council); Margaret Bligh (The Reading Hospital and Medical Center) Treasurer; Robin Horman, (LiLiBea's) Secretary; and Lynda Kuhn, (West Reading Resident) Member. A quorum was present.

**Foundation Board of Directors Members Absent**

Shane J. Keller (Mayor of West Reading), President; Deborah Hutcheson (Charles Hutcheson Fine Jewelry) and Rebecca J. Doubek (Firefly on Penn) Member.

**Staff Present**

Dean Rohrbach, Elm Street Manager and Melanie B. Weidner, Main Street Administrative Assistant.

**Guests Present**

Caitlin Degler, (Berkshire Bank).

**Call to Order**

Dr. Mark G. Dougherty called the meeting to order at 6:06PM.

**Public Comments**

None.

**Approval of Meeting Minutes**

MOTION to approve the October 2010 Main Street Foundation (MSF) minutes was made by Lynda Kuhn and seconded by Margaret Bligh. (6-0)

## **Treasurer's Report**

Margaret Bligh, MSF Treasurer, addressed the board. The monthly Profit and Loss Budget Performance Report, Cash Balance Report and Accounts Payable Report were in board packets.

**MOTION** to approve the November 2010 Treasurer's Report was made by Richard Sichler and seconded by Lynda Kuhn. (6-0)

**MOTION** to approve the October 2010 accounts payable report was made by Dr. Mark G. Dougherty and seconded by Lynda Kuhn. (6-0)

**MOTION** to approve the November 2010 accounts payable report was made by Margaret Bligh and seconded by Robin Horman. (6-0)

**MOTION** to remove George Tindall and Nevin H. Hollinger from MSF Sovereign Bank accounts with Shane Keller, Dr. Mark G. Dougherty, Margaret Bligh, and Dean L. Rohrbach as signatories was made by Robin Horman and seconded by Lynda Kuhn. (6-0)

**MOTION** to remove Deborah Hutcheson and Rebecca J. Doubek from the MSF Berkshire Bank accounts with Shane Keller, Dr. Mark G. Dougherty, Margaret Bligh and Dean L. Rohrbach as signatories was made by Robin Horman and seconded by Richard Sichler. (6-0)

## **Promotion and Marketing**

Robin Horman reported the *Holiday Glow Celebration* horse carriage rides have been very successful so far. Next year we would like to begin planning earlier. Since the horse carriage rides go through the Center Point neighborhood perhaps we could do some kind of organized decorations next year like luminaries. / Barbara from Café Harmony suggested we explore valet parking on Penn Avenue in 2011.

## **Design and Rehabilitation Team**

Mr. Rohrbach reported he has yet to submit the close out report to DCED for the Façade Program but expects to do so this week. Upon completion and acceptance by DCED he will submit an application requesting additional Façade Program funds.

## **Farmers' Market**

The Farmers' Market is now closed until next year. The market manager has been paid.

## **Old & New Business**

Kuntz Leshner will present the audit at the next meeting. MSF members are reminded the next meeting will be on January 10<sup>th</sup> due to the borough reorganization on January 3<sup>rd</sup>.

The Strategic Retreat notes regarding combining the MSA and MSF costs, number of staff, and state requirements were discussed.

## **Adjournment**

**MOTION** to adjourn was made 6:50PM by Robin Horman and seconded by Lynda Kuhn. (6-0)

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Next Meeting: Monday, January 10, 2011 at 6:00PM

West Reading Borough Hall - 500 Chestnut Street