

Historic Resources and Museum Program
Advisory Board Meeting
Wednesday, July 24, 2013
Tucker House

Barbara Freedman called the meeting to order at 6:05pm. Advisory board members in attendance were Barbara Freedman, Treva Jones, Ed Morris, Tom Ward, Edna Rich-Ballentine, Melissa Hockaday, Joe Mobley, and Amy Simes. Staff members in attendance were Troy Burton, Ernie Dollar, Kimberly Puryear, and Brynn Hoffman.

Ms. Freedman introduced Mr. Mobley as the new advisory board member. She then pointed out a few typos in the June meeting minutes. Ms. Hoffman said she would make these corrections. Ms. Freedman then asked that the June meeting minutes be approved. Ms. Jones moved to approve the minutes and Ms. Hockaday seconded the motion. All board members were in favor and the June meeting minutes were approved.

Ms. Freedman then asked for a staff report on sites and museums. Mr. Burton began by stating that the new fiscal year had begun on July 1, 2013 and that the department was in the process of closing out the books for the previous year. Mr. Burton directed everyone's attention to the HRM Program Annual Report: The total visitation for all sites was over 50,000. The Pope House opened to the public for tours and the COR Museum opened again after significant renovations. Mordecai showed an all-time high in revenue, special event attendance, and school field trips. The Borden Building and Tucker House both showed positive cash balances at the end of the year. Three new full-time staff were added to the program and the department name changed to Parks, Recreation and Cultural Resources. Ms. Freedman asked what programs came into the cultural resources division. Mr. Burton stated that we were the Resources Division. The Resources Division now includes the Historical Resources and Museum (HRM) Program, the Raleigh Arts Commission, the Natural Resources Program, as well as three internal services offices; P&R Risk Management, Training, and Community Oriented Government. Ms. Freedman asked if Memorial Auditorium would be added and Ms. Jones asked if city cemeteries would be added. Mr. Burton replied that neither would but both or more might be considered in the future. Mr. Burton announced that Chavis Pullen Amusements would come under the HRM Program in January. He also explained that Chavis Park is involved in a Master Plan process. Part of that exercise is an effort to designate the park a Cultural Landscape.

Ms. Hoffman then gave a brief update on Historic Sites, highlighting that work had begun on the abatement project at the Borden Building and on construction at the Danielson house. She also mentioned that Historic Sites hosted three weeks of summer camp in June with a total of 42 campers.

Mr. Dollar presented a brief update on Museums. He stated that in June COR had almost 300 volunteer hours from seven different volunteers. In total, COR had 1,213 visitors in June and the Pope House had 50 visitors. Ms. Freedman asked what a "lobby visitor" was and Mr. Dollar explained that it was anyone who came into the museum but did not pay the admission to get into the main gallery. These include

people looking at the lobby exhibits, asking for information, or participating in one of the lobby programs. Mr. Ward and Ms. Jones asked if there had been a consideration made to eliminate the admission fee. Mr. Dollar and Mr. Burton both stated that it is not out of the question but that would be part of the fees and charges exercise this fall for council to consider in January.

Ms. Freedman asked if there were any questions for staff regarding their reports. There were no questions so she moved onto Old Business.

Ms. Freedman stated that in September or October the board needed to present a board annual report to City Council and that a work plan needed to be created to get the report completed. The preparation of this report was assigned to the Communications Committee. Ms. Freedman also stated that John Odom has agreed to be the City Council liaison to the board. She then asked that committees split up for 20 minutes to meet and then come back together to report. The board then adjourned to committees.

Mr. Morris reported for the Collections Committee. Mr. Morris recommended that the collections policy draft be approved by the board after they have had a reasonable amount of time to review it. He stated that the policy covers how to collect, how to record object information, and how to get rid of object no longer necessary to the collection. Ms. Freedman stated that it could not be voted on tonight, but will be voted on at the August board meeting.

Ms. Hockaday reported for the Program Committee. She stated that the brick portion of the Latta sign had been installed and looked great. The plaque should be placed shortly. Ms. Hockaday then stated that the committee is working on a program for volunteer recognition. They will begin to look at things such as how many hours volunteers have given and awards will be all-inclusive across all sites and museums. Ms. Hockaday also stated that the committee is considering the possibility of moving the banquet to a new location each year.

Ms. Simes reported for the Communications Committee. She stated that a list had been compiled of potential adjunct and ex-officio board members. The committee needs to work on establishing points of contacts from each of these groups to contact as needed. Ms. Hoffman is responsible in establishing a list of contacts before the August board meeting.

Ms. Freedman asked if there were any questions for the committees and there were none. She reminded board members that at the next meeting they will be voting to approve the collections policy. Ms. Freedman stated that the next advisory board meeting will be on Wednesday, August 28 at 6pm.

Ms. Freedman asked for a motion to adjourn. Ms. Jones moved to adjourn. Mr. Morris seconded the motion. All members approved. The meeting was adjourned at 7:42pm.