Event: Historic Resources and Museum Advisory Board (HRMAB) Meeting
Details: Wednesday, 28 January; 6:00PM; Mordecai Visitor Center

Attendance:

- **HRM Advisory Board:** Al Brothers, Dwight Coleman, Barbara Freedman, Melissa Hockaday, Treva Jones, Joe Mobley, Ed Morris, Greg Paul, Amy Simes, Andy Witcher
- **HRM Staff:** Jenna Beil, Troy Burton, Kimberly Floyd, Marvin Howell, Douglas Porter, Hannah Shields
- **Community Members:** 2

Excused Absent:

- **HRM Advisory Board:** Nick Fountain, Cyrus Stacey, Tom Ward
- **HRM Staff:** Ernest Dollar, Brynn Hoffman, Greg Thompson

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1. Call to Order and Welcome, Barbara Freedman:

- HRMAB Chair Barbara Freedman called the meeting to order at 6:04pm. She welcomed staff member Jenna Beil, who is the new Recreation Facilities & Program Supervisor II (Program Manager) for Historic Amusements.
- Ms. Freedman reported that the Raleigh Historic Development Commission (RHDC) has a newsletter called "DejaNews," which discusses the Capital City Trail and is available online at *http://rhdc.org/preservation-services/community_awareness/dejanews*.

2. Approval of Minutes:

- Ms. Freedman directed the Board to review the draft minutes from Wednesday, 19 November 14 and asked for any comments or corrections. No corrections were recommended, so Al Brothers motioned to approve the minutes and Ed Morris seconded the motion. The minutes were approved by acclamation.

3. HRM Program Reports, Staff:

- **HRM Program Report: Troy Burton, HRM Program Administrator**
    - Mr. Burton reported that over the last 5 months the HRM Program has begun a "significant, formal partnership with the Sister Cities Association of Raleigh, a nonprofit whose website is *http://raleighsistercities.org/*. For several years the City has supported the organization through a grants process, and recently the Association approached the City to provide office space and assistance in managing their object collection. Sister Cities board members Marjorie Saltzman and George Chapman have worked with the City to pass a memorandum of understanding. The

Association now has an office in the Mordecai Visitor Center. Mr. Burton said that "the organizations have similar missions," and the HRM Program looks forward to building this relationship. In the future, Sister Cities board members may attend the HRMAB meetings, and vice versa.

- Mr. Burton distributed a document with information about the Dorothea Dix property, the City acquisition of which might be a bond issue this fall. He reported that over the next 3 months the City will discuss how to finance this purchase, as the State has projected the cost as 52 million dollars. There are 77 structures on the property, many of which are vacant. Over 50 of those buildings would be eligible for National Landmark designation, so Mr. Burton wonders if the HRM Program would become managers of those buildings – he's not sure at this point. Mr. Burton found it interesting that the City already leases parking lots and soccer fields in the northwest quadrant of the property.
- Ms. Freedman added that the RHDC wants to do a survey of the buildings, completing an inventory from a historical perspective. She said that the maintenance of the buildings and property would incur "a huge amount of money and upkeep."

Museums, Kimberly Floyd:

- Ms. Floyd stated that 2014 calendar year at COR Museum presented the "highest attendance numbers the Museum has ever seen." In December, there were 3,333 visitors, bringing the yearly total to 27,053 visitors. There were over 1,500 visitors at the COR Museum during First Night celebrations.
- The COR Museum submitted an RFQ for the upcoming exhibit, "The People's Politics." Staff will be reviewing the exhibition designers' qualifications and choosing a firm in the next few weeks. Staff and interns have been researching old City Council minutes to gain primary source material for the exhibit.
- Kimberly Floyd and Brynn Hoffman completed the last Junior Interpreter program for the year in December. The Junior Interpreters, a group comprised of ~20-30 children, will be submitting projects for the Tar Hell Junior Historian competition and convention this spring. In April, the Junior Interpreters' projects will be on display in the Mordecai Visitor Center.
- In December, the Pope House had 167 visitors. Photographs from the Pope House will be on display at the COR Museum during the month of February, opening on First Friday. Additionally, there will be a lecture on African American photography on Thursday 2/19 and a lecture on *The Carolinian* on 2/26 at the COR Museum.

Historic Sites, Douglas Porter:

- Mr. Porter said that December was a busy month for Mordecai. The "Mordecai Holidays" event on 13-14 December was very successful, and staff were thankful to have volunteers to help decorate the house, grounds, and outbuildings with festive greenery. That Saturday evening, the Park provided guided lantern tours, live music, live acting performances, and open-hearth cooking. There were over 600 participants.

- On December 19-20, Mordecai staff ran “Santa’s Trolley,” which was attended by 200 visitors.
- In December there were 77 volunteers at Mordecai Historic Park, which is a significant improvement from 28 volunteers last December. In November, there were 36 volunteers, which is up from 4 volunteers last November.
- The Park gave 10 tours to 118 people on Free Friday, which was 16 January 2015.
- There is a new temporary exhibit in the lobby of the Mordecai Visitor Center, which is called “1817.” The exhibit featured painted furniture and Chinese export porcelain from Moses Mordecai’s 1817 purchase of home goods from New York and Virginia. Four part-time Mordecai staff members assisted Curator Hannah Shields in researching, curating, transporting, and installing the exhibit artifacts.
- On the first Saturdays of February and March, Mordecai will offer free weaving workshops in the Andrew Johnson House and open-hearth cooking demonstrations in the Allen Kitchen.
- On the fourth Sundays of the next few months, Mordecai will offer free Sacred Harp Singing by the Triangle Shape Note Singers in the Chapel.
- On Saturday, 21 February 2015, from 10-11:30am Mordecai will offer a free children’s story time.
- Mr. Porter said that workers from HGTV’s show “Love It or List It” are in the Mordecai neighborhood, and the crew filmed Mordecai Historic Park.

Collections, Hannah Shields:

- Ms. Shields reported that November and December were busy months for Collections. She and part-time staff are completing the accession paperwork and database entries from the last Collections Committee meeting, which yielded about 300 objects/archival materials for numbering and at least 16 PastPerfect (museum collections database) entries.
- Ms. Shields purchased and received 3 PEMdata environmental monitors, made by the Image Permanence Institute, to use with the online software eClimateNotebook.com. Ms. Shields said that the monitors will measure the temperature and relative humidity of collection storage and display environments, which has never been done before at Mordecai Historic Park or the Pope House.
- There are 4 significant collections of artifacts that will be presented at the next Collections Committee meeting: international/diplomatic gifts from the Sister City Association of Raleigh; artifacts from the Badger-Iredell Foundation, currently housed at Mordecai in the Law Office; artifacts related to Moses Mordecai’s brother Alfred Mordecai; and early 19th-century maps that show the purchase of land plots in Raleigh.
- Kathleen Collier, part-time Collections Specialist, began work with Ms. Shields in mid-January. Ms. Collier will be assisting Ms. Shields with the Pope House inventory and other collections tasks within the HRM Program.
- As Secretary for the HRMAB, Ms. Shields has been working with Troy Burton to establish a clearer process for monthly report due dates and the distribution of meeting agendas. She distributed a Reports Calendar, which will also be available on Dropbox.

Historic Attractions, Marvin Howell:

- Marvin Howell welcomed staff member Jenna Beil to the HRM Program. Ms. Beil is the new Program Manager for Chavis and Pullen Parks.
- Mr. Howell reported that over 8 nights in December, there were over 11,371 people who attended "Holiday Express." Pullen Park staff received over 250 comments from visitors about the event "being fun and well-organized." There were 160 volunteers and 300 staff members working at the event.
- Mr. Howell said that he and his staff have begun moving storage items from the Method warehouse to North East Remote Operations (NERO), a new facility. Museums and Historic Sites will also have storage space in the NERO warehouse, though it is unconditioned.
- On 15 January Pullen Park received a new, propane-powered train. It will be setup on the train tracks in February. The Kiddie Boats are closed for yearly maintenance.
- Carousel restorator Lisa Parr is working on the carousel animals and Chavis and Pullen Parks. She brought 4 animals back to the Park after repairing and repainting them, and she will take 6 to Chicago with her. Mr. Howell said that the carousels are "interactive museum pieces," so it is important to keep them in good condition. Mr. Howell will be attending the National Carousel Association's convention in Virginia in September.
- Lisa Parr working on carousel animals, touch-up painting, until 3 Feb at Pullen, Chavis next, 2-3 days, brought back 4, taking 6 to completely strip, repair, conserve/restore, "Interactive museum piece", National Carousel Assn. convention in VA in September: 200 people coming, Holiday Express: 160 volunteers for event, PT and FT staff and volunteers: 300 running the event

4. Nominations Committee: (should this be "Executive Committee?")

- At the November HRMAB meeting, the Executive Committee recommended changing the Nominating and Executive Committees to "standing" and the Communications, Collections, and Program Committees to "ad-hoc." Ms. Freedman said that since the motion came from the Executive Committee, it does not need to be seconded. The Work Plan and committee changes were approved by the HRMAB by acclamation.

5. Old Business, Barbara Freedman:

- Ms. Freedman said that she "wanted to offer a heartfelt thank you to staff, who plan so many wonderful activities for the community." She expressed that there is "so much going on with such limited staff [so] congratulations to all of you."
- Ms. Freedman said that the Communications Committee met with representatives from the RHDC to talk about the Capital City Trail. The RHDC with discuss their position on the management of the Trail at their retreat in late January.
- Ms. Freedman said that it would be beneficial to form a closer connection between the HRMAB and the Friends of the COR Museum. She suggested that a liaison from the HRMAB attend the Friends meetings, which are at 5:00pm on the fourth Wednesdays of the month at the COR Museum. Since the time is so

close to the HRMAB meetings, Ms. Freedman suggested coordinating with Friends group members Ben Whitehead and David Meeker about changing the meeting date/time. Al Brothers suggested that perhaps HRMAB members could rotate on attending the Friends meetings. Barbara said that it may also be helpful to have liaisons attend the board meetings of groups such as the Arts Board, RHDC, and Historic Cemeteries.

6. New Business, Barbara Freedman:

- Ms. Freedman will present the HRMAB's 2015 Work Plan to the City Council on 17 February 2015 at 1:00pm in the City Council Chambers. Board members are welcome to attend.

7. Committee Reports:

Collections Committee, Ed Morris:

- The next Collections Committee meeting will be on Friday, 13 February 2015 at the Mordecai Visitor Center.

Communications Committee, Joe Mobley:

- Mr. Mobley reported that at their recent meeting, the Communications Committee discussed HRM Program marketing, which includes both printed and electronic sources. He said that the Parks, Recreation and Cultural Resources' "Leisure Ledger" is not as useful for advertising historic/cultural resource programming.
- The Committee is interested in knowing more about the HRMP "Raleigh Register;" how is it edited, printed, and to whom is it distributed? Can/should its distribution be expanded?
- The Committee also wondered whether the Program could be advertised in "Our State" magazine. Mr. Burton said that "Our State" has printed 3 articles on the "Raleigh City Museum" and Mordecai in the past, so this could be a good avenue for more public exposure.
- Mr. Mobley said the Committee was interested in expanding marketing, particularly if the City has a publicity line item in its budget. Mr. Burton said that "the short answer is 'no,'" that the budget is handled at the Program-level and/or each site. Site managers submit their requested budget and line items each fiscal year. However, the City's Public Affairs Office is generally in charge of the City's website and marking, so "publicity may be open again for discussion." Mr. Mobley asked what the current publicity/marketing amounts are? Mr. Burton responded that Mordecai has $500, the COR Museum has $750, and Chavis/Pullen have $500.
- Ms. Simes said that Parks, Recreation and Cultural Resources (PRCR) sends out a weekly email blast, and she noticed that the HRM Program is rarely featured. Ms. Floyd said that the HRM Program has its own email listserv, which is called "Raleigh History Now!" However, it is not sent as often as the Department's emails, mostly due to limited staff time. Mr. Burton said that the HRM Program doesn't have direct control over the PRCR emails, but that it would be good to submit information for those "expansive email blasts." Ms.

Simes asked the Board if they'd like to be included in the PRCR emails, and Ms. Freedman responded, "yes!"

- Mr. Mobley reported that Al Brothers felt "the HRMAB should have a closer, more direct relationship with staff" to improve communication and understanding.

Nominations, Nick Fountain:

- Absent; no news

Program Committee, Melissa Hockaday:

- Mr. Burton distributed the Volunteer Nomination Form, which is also posted on the HRM website.
- Ms. Hockaday said that the Form is due to Brynn Hoffman by 28 February 2015. These forms will be used to award volunteers at the Volunteer Banquet on 23 April 2015 at 6:00pm at Mordecai.

Executive Committee, Barbara Freedman:

- Ms. Freedman announced that the HRM Program Strategic Plan is tabled until the City completes its Strategic Plan. Mr. Burton added that staff have generated planning material at the program-level, but "we want to make sure that we fit into the City's 'big picture' plan." He reminded the Board that one of the 6 elements City Council adopted was "Arts and Culture." Mr. Burton said that a few weeks ago the City Manager met with all of the department heads to develop a new strategic plan. If/when City Council approves the plan, it will come back to City staff and then to the HRM Program.
- She said that though the HRMAB's bylaws are broad, the Executive Committee is working to "do things on behalf of, and not instead of, the [HRM] Advisory Board."
- Ms. Freedman said she wanted to emphasize the power of volunteers such as those on the Board. She said that people like Margie Haywood, who fought for the preservation of Haywood Hall and the Capital Historic District, have done tremendous things for historic resources in Raleigh.

8. Event Reminders, Troy Burton:

Event	Date	Time	Location
Pope Photograph Exhibit	Friday, 2/16/15	6-9pm	COR Museum
Hearth Cooking/Weaving	Saturday, 2/7/15	10am-4pm	Mordecai
Af. Am. Photography Lecture	Thursday, 2/19/15	7-9:30pm	COR Museum
Story Time for Children	Saturday, 2/21/15	10-11:30am	Mordecai
Sacred Harp Sunday	Sunday, 2/22/15	2-4pm	Mordecai
The Carolinian Lecture/Party	Thursday, 2/26/15	7-9:30pm	COR Museum

8. Meeting Reminders, Troy Burton:

Meeting	Date	Time	Location
Collections Committee	Friday, 2/13/15	3:30pm	Mordecai
Communication Committee	Wed., 2/11/15	4:30pm	Mordecai
Nominations Committee	NA		
Program Committee	Tuesday, 2/1/15	5:00pm	Mordecai
Executive Committee	Friday, 2/20/15	12:00pm	TELCO
HRM Advisory Board	**Wed. 2/25/16**	**6:00pm**	**Mordecai**

10. Adjournment, Barbara Freedman

- Ed Morris motioned to adjourn, and Al Brothers seconded the motion. Barbara Freedman adjourned the meeting at 7:06pm.