

**PENNSYLVANIA HISTORICAL AND MUSEUM COMMISSION
OCTOBER 24, 2011
MINUTES**

A meeting of the Pennsylvania Historical and Museum Commission was held on October 24, 2011 in the 5th Floor Board Room of the State Museum, Harrisburg, Pennsylvania. The following Commissioners were present: John A. Barbour, Andrew E. Masich, Karen Dougherty Buchholz, Susan M. Corbett, Senator Jim Ferlo, William V. Lewis, Representative Robert Matzie, Ann Moran, Jean Craige Pepper, Representative Scott Petri, Fredrick C. Powell, Richard Sand, Katie Eckhart represented Senator Joseph Scarnati and Alice Lubrecht represented Clare Zales. Andrea Bowman, from the Office of General Counsel was present as PHMC Counsel.

The following staff was present: Ann Barnett, Jean Cutler, Scott Doyle, David Dunn, Barbara Franco, David Haury, Tom Leonard, Howard Pollman, Steve Miller, Rhonda Newton and John Seitter. Mickey Rowley represented the Pennsylvania Heritage Society. Karen Gunnison, First Lady Chief of Staff also attended.

I. CALL TO ORDER

Chairman Masich called the meeting to order at 10am.

II. WELCOME AND INTRODUCTION OF NEW COMMISSION MEMBERS

Chairman Masich introduced himself as the new Chairman of the Pennsylvania Historical and Museum Commission and gave a brief history of the pickle pin. Chairman Masich asked Commissioners around the table to introduce their self and tell their earliest history or museum experience.

Ms. Franco asked PHMC Staff to introduce their self to Commissioners.

III. APPROVAL OF MINUTES FROM JUNE 15, 2011

Chairman Masich called for a motion to approve the minutes from June 15, 2011. On motion by Senator Ferlo, seconded by Mr. Powell the minutes were approved as presented.

IV. CHAIRMAN'S REPORT

a) Appointment of Vice Chairman of the PHMC

Chairman Masich would like to get to know Commissioners before appointing a Vice Chairman of the PHMC and commission assignments. He will talk to Commissioners more about committee assignments and vice chairmanship in the upcoming weeks.

b) Upcoming PHMC meeting dates

Chairman Masich called for a motion to approve the following dates to hold Commission Meetings: December 19, 2011; March 14, 2012; June 13, 2012; September 19, 2012 and November 14, 2012. On motion by Ms. Buchholz, seconded by Mrs. Moran, the dates for Upcoming PHMC meetings were approved.

The December 19, 2011 meeting will begin at 10am, all other meetings are scheduled to begin at 9am in the 5th Floor Board Room of the State Museum Building, Harrisburg, Pennsylvania.

c) Committee Structure and Assignments

Chairman Masich would like to discuss committee assignments with Commissioners over the next month. Possible committees include: Executive Committee, Historic Preservation and Marker Committee, Historic Sites and Museums Committee, Finance and Development Committee, Advocacy Committee and Archives Committee.

Each committee shall be chaired by a Commissioner, a PHMC staff member and outside experts would serve on the committees.

Senator Ferlo suggested that the Commission hold a strategic planning retreat to discuss the Commission's priorities before appointing committees.

After discussion it was agreed to discuss strategic planning at the next Commission meeting scheduled for December 19th.

V. ACTION ITEMS

a) Facility Use and Admission Rates at State Museum of Pennsylvania

David Dunn reported that the Facility Use Program at the State Museum of Pennsylvania rents out space in the museum for public or government agencies to use. The Facility Use Program generates income, creates partnerships within the community and provides another source of program attendance. Over 12,000 people attended programs at the State museum with 210 events this fiscal year 2010-2011.

Current Facility Use fees have been in place for at least 5 years. Since then there has been a significant amount of inflation and local businesses have raised their rates. Money generated goes into the Historic Preservation Fund which do not lapse.

Chairman Masich called for a motion to approve the Facility Use Fees. On motion by Representative Petri, seconded by Ms. Buchholz the Facility Use Fees for The State Museum of Pennsylvania were approved effective January 1, 2012.

David Dunn reported the current Admission Rate for the State Museum is \$5.00 for adults, \$4.00 for groups and senior citizens (65+) and \$4.00 for youth (1-11). The recommended rates are \$7.00 for adults, \$6.00 for groups and senior citizens (65+) and \$5.00 for youth (1-11).

Chairman Masich called for a motion to approve the Admission Fees giving the Executive Director authority to offer discount days. On motion by Mr. Powell, seconded by Mrs. Moran the Admission Fees for The State Museum of Pennsylvania were approved effective July 1, 2012.

b) Historic District Act Certification

Jean Cutler explained to the Commission that the Pennsylvania Historic District Act requires that the Commission certify the historic significance of historic districts regulated by local ordinances enable by the Act.

Chairman Masich called for a motion to approve the Historic District Act Certification of Beaver Borough, Beaver County. On motion by Representative Matzie, seconded by Senator Ferlo the Historic District Act Certification of Beaver Borough, Beaver County was approved.

c) Approval of PHMC Historical Marker Nomination Resubmissions

Ms. Cutler reported that the following four marker nominations received Provisional Approval at the March 16, 2011 Commission Meeting. Provisional Approval indicates that subject of the marker nomination appeared to meet the Criteria for Approval of State Historical markers but the nomination required minimal information and/or resources to verify the significant impact and/or the statewide or national significance of the person, place or event.

PHMC Historical Marker Nomination Resubmissions submitted for Approval to PHMC Commissioners: Heidelberg Raceway and Sports Arena – Allegheny County; Kennedy-Nixon Taft-Hartley Debate – Allegheny County; Idlewild Park – Westmoreland County; Ralph W. Abele – Dauphin County.

Chairman Masich called for a motion to approve the PHMC Historical Marker Nomination Resubmissions. On motion by Mrs. Moran, seconded by Mr. Powell the PHMC Historical Marker Nomination Resubmissions were approved.

d) SHRAB Re-Appointments

Mr. Haury reported that the State Historical Records Advisory Board (SHRAB) serves as the central advisory body for historical records planning and seeks to facilitate cooperation among historical records repositories within the state. Members are professional archivists who review grant applications submitted to the National Historical Publications and Records Commission from Pennsylvania Institutions.

The four nominees for re-appointment are: Lee Arnold, Director of the Library and Collections, Historical Society of Pennsylvania; Michael J. Dabrishus, Assistant University

Librarian, University of Pittsburg Library System; Heidi Mays, Archivist, Pennsylvania House of Representatives; Laurie Rofini, Director, Chester Co. Archives and Records Services.

Chairman Masich called for a motion to approve the SHRAB Re-Appointments. On motion by Senator Ferlo, seconded by Ms. Buchholz the SHRAB Re-Appointments were approved.

VI. COMMITTEE AND STAFF REPORTS

a) Ethics Policies and Procedures

Andrea Bowman, PHMC Counsel gave a presentation on Ethics to new members of the Commission.

b) Travel Reimbursements

Tom Leonard, Director of Management Services gave a presentation on Travel Reimbursements.

c) PA Civil War 150 Committee

Ms. Buchholz reported that the first meeting of the newly appointed committee was held on October 18, 2011. The committee reviewed and approved its mission and began to form sub-committees that would support PA Civil War 150 and all of its programs.

The committee discussed raising additional funds to support the 2012 tour of the road show. The Pennsylvania Heritage society has retained the services of Fox Run Group to pursue sponsorships to support the program.

The committee will meet every other month and provide regular reports to the Commission.

The Pennsylvania Road Show has concluded its first season on the road visiting 22 counties beginning with a preview in Harrisburg on the 150th anniversary of the start of the Civil War and concluding in Bucks County on October 2nd.

The Pennsylvania Road Show appeared at events with over 130,000 attendees. During that time 41,045 people visited the exhibit. It produced over 1.3 million visual impressions while it

traveled around the Commonwealth. Over 7,000 interactive scrapbooks and stories were produced by visitors. Through local, state and national coverage over 70 million media impressions were created.

The Civil War 150th Committee is currently working on the 2012 schedule and plans to build on this year's success to create an even bigger impact on Pennsylvania's Commemoration of the 150th anniversary of the American Civil War.

Current PA Civil War 150 programs include:

The Pennsylvania Civil War Road Show: a multi-dimensional traveling exhibition experience based on a 53-foot tractor-trailer that will visit all 67 counties in the Commonwealth during the four-year anniversary that began in April 2011.

Please visit www.pacivilwar150.com. It is a comprehensive web site containing an interactive timeline, a statewide events calendar and many in-depth stories recounting the experiences of real Pennsylvanians during the Civil War.

The Heinz History Center is coordinating the publication of two books *The Civil War in Pennsylvania: A Photographic History* and *The Civil War in Pennsylvania: The African American Experience*. They are also coordinating with PHMC and the Pennsylvania Historical Society to publish a joint magazine in 2013.

PA Civil War 150 has created a line of branded merchandise to be sold at tourism and cultural venues throughout the state.

Resources designed to meet Pennsylvania's new Academic Standards and Curriculum Frameworks, are being made available to educators for teaching students about Pennsylvania's role in the Civil War.

A state-wide project, initiated by Penn State University, to identify Civil War collections around the Commonwealth and make them accessible for research and study.

Chairman Masich added that the Heinz History Center is coordinating a traveling exhibit designed for small museums and historical societies around the commonwealth.

d) Finance Report

Tom Leonard reported that the state revenue budget this year is \$27.1 billion. Revenue sources from the first quarter of this year collected are \$5.8 billion compared to the initial budget of \$6.1 billion down 3.6% through the first quarter.

The realty transfer tax provides a revenue source to the Commission through the Keystone Fund. The Commission's budget for the Keystone Fund this year is \$6 million. Recently we received notice that the amount will be reduced down to \$4.9 million.

Our General Government Operating (GGO) budget is \$17.5 million for this year. Strategic needs are: filling salary positions (site administrators, historic preservation and shortage of curators). Operating expenses include: utilities, Information Technology and telecommunications (currently undergoing a substantial pc implementation). Currently we are operating slightly to the good. The 2012-2013 budget was submitted with level funding (\$17.5 million for GGO and \$6 million for Keystone). No money was included for museum assistance or non-preferred.

VII. PENNSYLVANIA HERITAGE SOCIETY

Mickey Rowley, President of the Pennsylvania Heritage Society. The mission of Pennsylvania Heritage Society is to provide support to the Pennsylvania Historical and Museum Commission. The Pennsylvania Heritage society operates the bookstore located in the State Museum, publish the Pennsylvania Heritage magazine and have over 3,800 memberships.

The governing body is up to 10 citizen members and 5 commission members: Chairman Masich, Barbara Franco serves as Secretary and three commission members will be appointed by Chairman Masich.

VIII. EXECUTIVE DIRECTORS REPORT

a) Strategic Planning and Bureau Issues

Ms. Franco reported that the previous commission held a strategic planning retreat with Nancy Dering Mock as facilitator in November 2010. The following goals were adopted: 1) Develop a statewide constituency for history in Pennsylvania; 2) Align financial and human resources to sustain core mission and programs; 3) Preserve and manage Pennsylvania's historical resources for future generations and 4) Connect citizens to Pennsylvania history through educational program and outreach that meet the needs of 21st century learners. Because of the change of Administration and Commissioners it was decided to hold off in finalizing these goals until all Commissioners were appointed and confirmed.

Priorities of the Pennsylvania State Archives include facility renovations, building capacity for storing documents and statutory definitions including Senate Bill 361 which would transfer to the State Archives and open to the public death certificates after 50 years and birth certificates after 105 years. The disposition of the governor's records being transferred to the State Archives and the recovery of government records (replevin).

Priorities of the State Museum of Pennsylvania include our collections, filling vacant curator positions, and the Guaranteed Energy Savings Agreement project.

Priorities of the Bureau of Historic Sites and Museums include working relationship with friends groups.

b) Role of SHPO – Federal/State Responsibilities

Ms. Cutler provided a brief presentation on the Bureau for Historic Preservation and its role as State Historic Preservation Office (SHPO) a federal designation. Under the National Historic Preservation Act, each state is required to appoint a State Historic Preservation Officer. Ms. Cutler reported that she serves as Deputy State Historic Preservation Officer and Barbara Franco serves as the State Historic Preservation Officer appointed by the Governor.

Our responsibilities include: directing and conducting a comprehensive survey of historic properties and maintaining inventories of such properties; nominating eligible properties to the National Register of Historic Places; preparing and implementing a comprehensive statewide historic preservation plan. Advise and assist Federal and State agencies and local governments in carrying out their historic preservation responsibilities.

We cooperate with the Secretary of Interior, the Advisory Council on Historic Preservation and other Federal, State and local government, organizations and individuals to ensure that historic properties are taken into consideration at all levels of planning and development.

Provide public information, education, training and technical assistance relating to historic preservation. Cooperate with local governments in the development of local historic preservation programs and certify these programs, pursuant to the Act and related regulations.

c) Report on Historic Sites

Mr. Miller gave a brief presentation on the Bureau for Historic Sites and Museums. PHMC operates twelve sites and is responsible for maintenance, capital improvement, and artifacts at all twenty-three facilities. An additional twenty-one sites are operated by other organizations under management agreements. There are a total of 471 buildings; 98 employees currently within the bureau; an estimate of 350,000 objects in our care; overall attendance is 1 million visitors.

IX. OLD/NEW BUSINESS

Lee Shepherd from Wrightstown, Bucks County attended today's meeting and spoke about his concerns about the Tettermeyer Family and Bowman's Hill Wildflower Preserve.

Mrs. Moran recommended that the Commission send a thank you letter to District Justice Jim Carn in recognition of his efforts concerning the Keystone Markers.

X. ADJOURNMENT

Chairman Masich adjourned the meeting at 12:25pm