

**PENNSYLVANIA HISTORICAL AND MUSEUM COMMISSION
SEPTEMBER 19, 2012
MINUTES**

A meeting of the Pennsylvania Historical and Museum Commission was held on September 19, 2012 in the 5th Floor Board Room of the State Museum, Harrisburg, Pennsylvania. The following Commissioners were present: John A. Barbour, Karen Dougherty Buchholz, Susan M. Corbett, Senator Jim Ferlo participated via conference call, William V. Lewis, Representative Robert Matzie participated via conference call, Andrew E. Masich, Ann M. Moran, Jean Craige Pepper, Representative Scott Petri, Richard Sand participated via conference call, Katie Eckhart for Senator Joseph Scarnati and Alice Lubrecht.

The following staff were present: Ann Barnett, Richard Beard, Jean Cutler, David Dunn, David Haury, Tom Leonard, Steve Miller, Rhonda Newton, Howard Pollman, Mickey Rowley and James Vaughan.

Chairman's Report

Chairman Masich called the meeting to order at 9am.

Minutes of June 13, 2012 – Chairman Masich called for a motion to approve the minutes from June 13, 2012. On motion by Susan Corbett, seconded by Ann Moran the June 13, 2012 minutes were approved.

The PHMC Strategic Plan is approved and will be posted on the PHMC website and should be shared with legislators, museum partners and media. Chairman Masich commends PHMC staff for looking at new ways to accomplish our mission.

Executive Director's Report

Jim Vaughan gave Commissioners and staff an update on the Spruce Up Campaigns efforts to restore the State Museum in advance of its 50th anniversary. Over the summer, Learn at Lunchtime sessions were held for state employees to visit the museum for free. Upcoming construction projects include: State Museum auditorium and parking garage floor; Archives renovation (conference room and security walls) and Washington Crossing Visitor Center.

Tom Leonard gave a summary of the PHMC Budget to Commissioners. This current Fiscal year 2012 – 2013 there is \$17.8 million in GGO with \$1.1 dedicated towards the museum grants program and \$8.4

in Keystone Fund. Fifteen positions were reduced this year; four positions through attrition, 3 permanent salaried positions and eight seasonal positions were furloughed.

We received instructions from the Governor's Budget Office to keep next year's budget numbers the same as they are currently. The biggest challenges for PHMC are the economic increases that are built into the budget; wage, health and retiree benefits and pension. Currently, for every dollar an employee earns we put 10% into their pension, next fiscal year will increase to 15%, 20% the following year and 25% the year after. With our budget remaining the same, we have to come up with cost reductions of \$1.3 million in order to support operations and meet the budget; about 20 people or 10% of staff. We're reviewing what parts of our program can be eliminated, how we are going to come up with the reduction, and how we move forward with that consistent reduction over time.

Jim Vaughan asked bureau directors to start thinking about next year's budget; the good, the bad and the ugly. We will need to decide which programs are central to the core of PHMC's mission and which programs we could downsize. Money we can control goes towards salaries, those salaries allocated among the five bureaus are: 39 - State Museum, 29 - State Archives, 26 - Historic Preservation, 17 - Management Services and 95 - Historic Sites and Museums. In November, we'll have specific recommended actions for your consideration. Jim would like the Commission to be more efficient, provides a high level of service with a lot less cost than 5 years ago.

Historic Sites and Museums

Disposition of Historic Sites – Steve Miller reported that it is the staff's recommendation that we continue to work with the following sites to transfer them to the local entities through either 99 year leases for Hope Lodge/Mather Miller and Morton Homestead or legislative action for French Azilum, Old Mill Village, Fort LeBeouf, Judson House, Washington Monument Park and David Bradford House, relieving the Commission and the Commonwealth of further financial responsibility.

Considering that this is part of our strategic direction that we identified in our plan, staff has put good work into identifying the leases/transfer and given that the communities are receptive and eager for the transfers to occur Chairman Masich called for a motion to proceed with the Disposition of Historic Sites

recommendations and include a public comment period for communities. On motion by William Lewis seconded by Ann Moran, the motion passed, Senator Jim Ferlo opposed.

Historic Site Fee Increase – Steve Miller reported that the last fee increase approved for the Bureau of Historic Sites and Museums by the Commission became effective January 1, 2009. Approved increases were up to \$2 per ticket in all categories; adult, reduced and youth. The increase was specifically directed for a dollar to go into a marketing fund held at the site by the Friends or Associate Group and a dollar to the PHMC sites marketing fund.

Steve Miller asked for another up to \$2 increase per ticket category per site to go into effect January 1, 2013. Sites would have the option to adjust fees according to local market conditions but not to exceed \$2. If all sites added \$2 per ticket across the system it would net approximately \$634,000.00.

Jim Vaughan will work on a proposal that PHMC will shift the relationship to sites in a substantial way and include a different fee structure.

Chairman Masich called for a motion to approve the Proposal to Increase Fees at PHMC Historic Sites up to \$2 per ticket category effective January 1, 2013. On motion by William Lewis, seconded by Representative Petri the Proposal to Increase Fees at Historic Sites was approved. Senator Jim Ferlo abstained.

Drake Well Opening – William Lewis attended the ribbon cutting for Drake Well Museum's new petroleum exhibit, "There's a Drop of Oil and Gas in Your Life Every Day" and encouraged everyone to visit.

Historic Preservation – Jean Cutler introduced Cory Kegerise, Community Preservation Coordinator for the Bureau for Historic Preservation Office.

Historic District Certification – Chairman Masich called for a motion to approve the Historic District Act Certification Requests for the Mechanicsville Historic District, Forest Grove Village Historic District, Holicong Village Historic District and The Heights Conservation District. On motion by Representative Petri, seconded by Susan Corbett, the Historic District Act Certification Requests were approved.

Outgoing Historic Preservation Board Member - Jean Cutler reported on an Outgoing Historic Preservation Board Member, Patricia E. Gibble who served as a member of the Pennsylvania Historic Preservation Board for six years.

Chairman Masich called for a motion to approve the resolution for Patricia E. Gibble, Outgoing Historic Preservation Board Member. On motion by Susan Corbett, seconded by Ann Moran the resolution for Patricia E. Gibble was approved.

Approval of Replacement Incoming Historic Preservation Board Members – Jean Cutler reported that there are two new proposed members, Suzanna Barucco and Barbara Shaffer to the Pennsylvania Historic Preservation Board.

Chairman Masich called for a motion to approve the recommendations to the Historic Preservation Board. On motion by Susan Corbett, seconded by Karen Dougherty Buchholz the recommendations to the Historic Preservation Board were approved.

Approval of Historic Marker Nomination – Resubmissions - Chairman Masich called for a motion to approve the Historical Markers Nominations – Resubmission for the Ashland Boys' Association, Schuylkill County and Mathew Carey, Philadelphia County as submitted. On motion by William Lewis, seconded by Representative Petri the resubmission of PHMC Historical Markers for the Ashland Boys' Association and Mathew Carey was approved as submitted

Chairman Masich called for a motion to approve the revised Criteria for Approval of State Historical Markers. On motion by William Lewis, seconded by Senator Jim Ferlo the revised Criteria for Approval of State Historical Markers was approved.

State Funding for Museums – Distribution Plan

Jim Vaughan reported The Pennsylvania Historical and Museum Commission's Fiscal Year 2012-2013 general government operations budget includes a special allocation to provide general operating funding support to a selected group of museums in Pennsylvania. This is a one-time allocation and is not affiliated with the Museum Assistance Grant program.

The goal of the PHMC General Government Operations Museum Funding program is to provide general operating funding support to selected museums that serve a statewide or regional audience and are not supported by other state agency funding programs. The base award amounts will be based on a percentage of previous years operating budget.

Museums would be required to complete and submit an application; PHMC staff will review all applications and submit recommendations to the Commission. PHMC would then approve funding awards at the November 7, 2012 meeting.

Chairman Masich called for a motion to approve the PHMC GGO Museum Funding 2012 – 13 Timeline and Criteria as presented in the first two pages exclusive of the illustrated example. On motion by Karen Dougherty Buchholz, seconded by Ann Moran the PHMC GGO Museum Funding 2012 – 13 Timeline and Criteria was approved.

State Museum Collections Project – David Dunn reported that the fine arts collection physical inventory is completed. For the first time, we have a single, accurate database that lists all fine arts pieces that are in the museum's collection. The last time an inventory of the collection was completed in 1983. Plans are underway to perform a physical inventory at Cornwall Iron Furnace October 2, 2012.

Historic Preservation: 6 Year Historic Preservation Plan – Jim Vaughan asked for questions or comments from PHMC Commissioners regarding the 5 Year Historic Preservation Plan. Commissioners complimented staff on their work on the plan and felt the document was very well done.

PA Civil War 150 – Karen Dougherty Buchholz reported the committee is working hard to put together a fact sheet and written materials so everyone has the same information. Our number one priority is to market signature and commemorative events across the Commonwealth and utilize social media sites including Facebook and Twitter.

The Civil War Road Show experienced 13,421 visitors at the Allentown Fair, \$5,300 in merchandise sales and \$4,500 in donations. Total visitation to the Civil War Road Show is over 100,000 visitors. Exhibit components from the Civil War Road Show will be installed at The State Museum of Pennsylvania after its final tour ends in September.

The Civil War in Pennsylvania: A Photographic History will be available for sale December 2012 through www.shoppaheritage.com. Work continues on *The Civil War in Pennsylvania: The African American Experience* and will be available Spring 2013, in addition the joint magazine dedicated to the Civil War in Pennsylvania will be available Summer 2013.

Staffing – Karen Dougherty Buchholz introduced Rick Beard, Senior Advisor to the Civil War 150 to the Commission.

PA Heritage Foundation – Mickey Rowley, President of the PA Heritage Foundation reported the new name of the PA Heritage Society is now PA Heritage Foundation, updated the Commission on the new logo and mission statement. Following the Commission Meeting, the PA Heritage Foundation board will meet and discuss the critical party and development process.

Executive Session – At this time Chairman Masich called for a motion for PHMC Commissioners to hold an Executive Session. On motion by John Barbour, seconded by Ann Moran, the PHMC Commissioners held an Executive Session.

The Commission Meeting was called back to order at 11:50am.

Adjournment – Chairman Masich adjourned the meeting at 12pm.