

PENNSYLVANIA HISTORICAL AND MUSEUM COMMISSION  
DECEMBER 9, 2015  
MINUTES

The Pennsylvania Historical and Museum Commission met on December 9, 2015 in the 5<sup>th</sup> Floor Board Room of the State Museum of Pennsylvania, Harrisburg, Pennsylvania. The following Commissioners were present: Chairman Andrew Masich, Susan Corbett, Senator Andrew Dinniman, William Lewis, Ann Moran, Representative Scott Petri, Fredrick Powell, and Kate Eckhart for Senator Joseph Scarnati and Alice Lubrecht. Richard Pronesti for Representative Robert Matzie, Jean Craige Pepper and Fredrick Powell participated via conference call.

The following staff were present: James Vaughan, David Carmicheal, Andrea MacDonald, Scott Doyle, David Dunn, Beth Hager, Brenda Reigle, and Howard Pollman. Heather Hu represented the Pennsylvania Heritage Foundation. John Halis represented The Department of Conservation and Natural Resources.

**I. MEETING CALL TO ORDER**

Chairman Masich called the meeting to order at 9 a.m., at this time an Executive Session was called to discuss: Archives Site Negotiations, Eckley Strategy, Brandywine Strategy and Personnel Issues.

**II. INTRODUCTIONS**

After the Executive Session ended, the regular PHMC Commission meeting resumed. Chairman Masich asked everyone in the room to introduce themselves.

**III. APPROVAL OF MINUTES**

Chairman Masich called for a motion to approve the minutes from the September 9, 2015 meeting.

MOTION: (Lewis/Moran) Motion to accept the minutes as presented from the September 9, 2015 meeting. 9 in favor/0 opposed/0 abstentions. Motion carries. ABSENT: Jack Barbour and Richard Sand.

**IV. CHAIRMAN REPORT**

Chairman Masich reminded PHMC Commissioners that we will continue to work as PHMC Commissioners until we receive notice from Governor Wolf of our status as commissioners.

Dates for 2016 Commission Meeting are as follows: March 9, 2016; June 15, 2016; September 14, 2016 and December 7, 2016.

## V. **EXECUTIVE DIRECTOR'S REPORT**

Budget 2015 – 2016 – Jim Vaughan reported that there are two budgets at the moment. The numbers in the Senate budget are the numbers that we hope to receive. The House budget still falls short of what PHMC needs to maintain current staff and operations.

Summary of Highlights since September – Jim Vaughan recognized and thanked Ann Moran and her team for their work on the 50<sup>th</sup> Anniversary Gala for The State Museum and Archives. He also recognized and thanked State Museum Staff for their work on the Pennsylvania Icons exhibit. Work on this exhibit was done completely in-house. The Pennsylvania Turnpike: America's First Superhighway Exhibit opened on October 1, 2015 with a private media event and opening reception. Pennsylvania Modern: A Juried Photography Exhibition of Midcentury Modern Architecture also opened especially for the gala.

The Historic Marker Committee, chaired by Bill Lewis continues to meet and review marker nominations, approximately 35 new markers were approved this year.

The State Archives recently hosted a very successful workshop on Archival Best Practices on Digital Archives. In time for Archives Month, staff produced a poster explaining how to care for treated family documents by treating them “as you would your Aunt Edna.”

### **Historic Preservation**

Official Name Declaration – Andrea MacDonald reported that her office is gearing up for two major public outreach campaigns: the 50<sup>th</sup> anniversary of the National Historic Preservation Act and that staff started working on the next statewide historic preservation plan, which must be approved by the National Park Service.

Andrea MacDonald reported that following the passage of the National Historic Preservation Act in 1966, our former Executive Director, S.K. Stevens established the Office of Historic Preservation to implement historic preservation programs mandated by federal law and over time the name has slightly changed. The public and our partners get confused as to who we are. To recognize the significance and

legacy of the Act and to honor the 50<sup>th</sup> anniversary of the Act to assure a more vibrant future for preservation in Pennsylvania, the Commission desires to recognize Pennsylvania's State Historic Preservation Office and officially designate it as the Pennsylvania State Historic Preservation Office (SHPO).

MOTION: (Moran/Corbett) Motion to approve the resolution to declare the official name and recognize the Pennsylvania State Historic Preservation Office (SHPO). 10 in favor/0 opposed/0 abstentions. Motion carries (See attachment). ABSENT: Jack Barbour and Richard Sand.

### **State Archives**

David Carmicheal reported that Ancestry.com released the World War I and World War II bonus application records. This collection contains about one million records and two million images.

In commemoration of World War I and World War II, the State Archives is working with the State Library to scan a total of 256 World War I and World War II posters onto Power Library. These images should be available on Power Library next week.

Jim Vaughan reported that PHMC is working with the Department of General Services (DGS) staff on the acquisition of a parcel of land within the city limits of Harrisburg.

MOTION: (Lubrecht/Corbett) Motion to approve the resolution recognizing that the current Archives facilities are inadequate to preserve the documentary records of Pennsylvania, PHMC Commissioners hereby authorize staff to pursue with appropriate state agencies the purchase of specific parcels identified in the Executive Session of the Board or comparable parcels that address the present and future facility needs of the Pennsylvania State Archives. 10 in favor/0 opposed/0 abstentions. Motion carries. ABSENT: Jack Barbour and Richard Sand.

### **State Museum**

Collections Advancement Project – David Dunn reported that the Collections Advancement Project continues to move forward, staff began to inventory the Industrial and Military history sections. We are working on transitioning our old collections management software to ARGUS.net; training will be available to staff sometime in January 2016 and bringing it online to the curatorial staff probably in February 2016.

David Dunn, Brenda Reigle and Mike Denny are working on a RFP for an off-site storage area because we have been asked to vacate the storage areas at Fort Indiantown Gap and Market Street.

Natural History and History Exhibit Plans – Jim Vaughan reported that we are approaching the end of the restoration and upgrading of the Carboniferous Forest exhibit located on the 3<sup>rd</sup> Floor of the State Museum. In partnership with the Pennsylvania Game Commission, The Working Together for Wildlife: Three Decades of Pennsylvania’s Nature in Art will open in April 2016. This exhibit will replace the Fondness for Birds exhibit by Alexander Wilson located on the 3<sup>rd</sup> Floor of the State Museum.

David Dunn reported that the RFQ quotes for restoration of the remaining dioramas in Mammal Hall were submitted to contractors. This is a multi-year project and hopes to be completed by mid-2017.

### **Historic Sites and Museums**

Washington Crossing/DCNR Update – Brenda Reigle reported that she has been meeting regularly with representatives from DCNR to plan the potential transition of Washington Crossing Historic Park from PHMC to DCNR. DCNR is currently reviewing the PHMC drafted interagency agreement that will give DCNR the authority to operate the site while PHMC retains administrative jurisdiction per the History Code.

Highlands Property Encroachments – Brenda Reigle reported on a boundary survey that was completed for the property at the Highlands Historic Site in Montgomery County in preparation for an agricultural lease. It turns out that this is a long-term encroachment, at least 15 years. The property owner thought that that property was actually his property and not PHMC’s property. She recommended to the commission to sell the approximate one acre of property to the home owner to resolve the issue. Proceeds from the sale of the real estate will go into the Miscellaneous Revenue Account of the General Fund, per policy of the Budget Office and General Assembly.

MOTION: (Lewis/Moran) The Commission approved the recommendation to authorize the Executive Director to work with the Department of General Services to sell approximately one acre of Commonwealth property at the Highlands at market to Joe Ramos, resolving a long-term encroachment issue for PHMC. 10 in favor/0 opposed/0 abstentions. Motion carries (See Attachment). ABSENT: Jack Barbour and Richard Sand.

Brenda Reigle reported that there is another small encroachment on the property; we are still meeting with the home owner to encourage him to relocate his shed.

MOTION: (Lewis/Corbett) The Commission authorizes Brenda Reigle to engage in steps to resolve the Rooke encroachment. 10 in favor/0 opposed/0 abstentions. Motion carries (See Attachment). ABSENT: Jack Barbour and Richard Sand.

Facility Use Program Policy – Brenda Reigle reported that as a result of a recent review of the policy that was approved by the Commission in 1998, she is recommending the Commission approve an updated Facilities Use Program Policy. The update ensures that PHMC’s policy conforms to current Commonwealth Management Directives, as well as existing PHMC rules and regulations.

MOTION: (Lewis/Moran) The Commission approves the attached Facilities Use Program Policy, which revises the Commission’s previous policy, adopted in 1988. 10 in favor/0 opposed/0 abstentions. Motion carries (See Attachment). ABSENT: Jack Barbour and Richard Sand.

#### **VI. MUSEUM PARTNERSHIPS AND COLLABORATIONS**

World War I and World War II – Beth Hager reported that the World War Committee continues to meet every month to discuss ways PHMC can reach out to others. Highlights include: Archives staff working with the Pennsylvania State Library scanning images of World War I and World War II posters onto Power Library, the 75<sup>th</sup> Anniversary of Pearl Harbor (December 2016), the Centennial of the American involvement in World War I in 2017, overall theme “Pennsylvanian’s at War” with a web presence where a curator blog where we would highlight our collections and historical sites, expand the World War I memorial at the PA Military museum to include more of the names of the fallen, changing exhibits at the State Museum, monument surveys, to work with the PA Turnpike Commission to plant poppies at waysides or at visitor centers and the tree revitalize program with DCNR.

#### **VII. PENNSYLVANIA HERITAGE FOUNDATION**

Ann Moran reported on the 50<sup>th</sup> Anniversary Gala for The State Museum and Archives and thanked Heather Hu for her work in making the gala a successful event. Heather Hu reported that she received

positive feedback from the community on the event that brought awareness and participation by new donors and volunteers. Future fundraising priorities include: Mammal Hall renovations.

The Best Practices Exchange Conference of 2015 was hosted by the PA State Archives. The event was made possible only through partnership with PHF for funding – \$10,000 was raised in sponsorships.

\$159,000 in private funding was raised for The Pennsylvania Turnpike: America's First Superhighway Exhibit by PHF from corporate sponsors. Opening reception included 250 people in attendance.

On December 17, 2015, PHF will fund a reception for the Capital Area Chamber of Commerce in partnership with The State Museum of Pennsylvania.

On December 30, 2015, PHF will fund the annual Noon Year's Eve family event, a family friendly event that welcomes more than 600 people to the museum. This event will be done in partnership with The State Museum education department.

On behalf of the PA State Government Electronic Records, PHF submitted a grant to the NHPRC, recipients will be notified in May or June of 2016. PHF continues to manage the three NHPRC grants on behalf of the State Archives.

The Winter Issue of the Pennsylvania Heritage will be issued December 15, 2015.

On behalf of Eckley Miners Village, PHF submitted a grant proposal to the Luzerne County Recreation and conservation Fund in the amount of \$2,724.91

The Pennsylvania Civil War 150 is concluding, PHF served as the fiscal agent for the 2015 Grand Review in November 2015.

Heather continues to work with Jim Vaughan and his staff to transition our retail management responsibilities that came to the foundation because of complications the state has with retail operations. PHF has managed the gift shop at The State Museum and online bookstore for the past four years. As of December 2, 2015 the online bookstore was returned to PHMC for the interim, after six months DGS will manage the online bookstore. PHF will continue to review find possible ways to transfer the management of the gift shop at The State Museum. The store will remain open until we can find a better management

solution. In the meantime, we reduced the full-time staff to part-time; the store will be open Wednesday through Sunday. If we continue to see a drain in profits we may have to reduce the store hours.

Last year we started the Giving Circle Club, a \$1,000 and above annual donation. We held an event in the spring as a thank you to the donors at that level.

## **VIII. NEW BUSINESS**

**Strategic Plan Update** – Jim Vaughan reported that the Commissioners approved a Strategic Plan four years. The plan approved Goals and Vision through 2020; the strategies were approved through 2015. The need here is to develop strategies for the next five years and to review the current goals to see if they are still applicable or need to be modified. Jim is pleased with the level of things we accomplished so far. He reviewed the plan with Commissioners and updated them of any specific changes:

- Modest growth in the general operations budget to fill critical staff vacancies will be required if PHMC is to successfully implement its mission.

### **Planning Assumptions**

- Additional capital funding for buildings and project funding for collection digitization will be needed.

### **Brief Overview of PHMC in 2015: Operations and Challenges**

- Since January, 2012 an additional 18.5 million people accessed PHMC through digital and online resources.

### **Goals for 2020**

- Achieve highest professional standards for collections management and care at all PHMC museums and archives.

- Continue to develop a digital archives and digital records center.

### **Education and Lifelong Learning Goals, 2020**

- Promote PHMC as safe place for public discourse.

### **PHMC Facilities Goals, 2020**

- Upgrade collections and archival storage that meet the highest professional standards for environment, security, operational efficiency and overall stewardship.

- Provide high quality amenities based on the changing needs and expectations of visitors.

**Finance Goals, 2020**

- Secure increased state funding and complement to restore essential staff.

**Leadership and Partnership Goals, 2020**

- Meet or exceed all professional standards for excellence, accreditation and quality controls.

**Organizational Management and Efficiency Goals, 2020**

- Create a high energy, high productivity, high satisfaction workplace.

- Improve staff performance standards and professional development opportunities.

Chairman Masich reported that more information will be sent out to Commissioners regarding a retreat in March 2016 to discuss the Strategic Plan 2016-2020.

**IX. ADJOURNMENT**

Chairman Masich adjourned the meeting at 11:30 a.m.



## SUMMARY OF ACTIONS

**20151209\_1** MOTION: (Lewis/Moran) Motion to accept the minutes as presented from the September 9, 2015 meeting. 9 in favor/0 opposed/0 abstentions. Motion carries. ABSENT: Jack Barbour and Richard Sand.

**20151209\_2** MOTION: (Moran/Corbett) Motion to approve the resolution to declare the official name and recognize the Pennsylvania State Historic Preservation Office (SHPO). 10 in favor/0 opposed/0 abstentions. Motion carries (See attachment). ABSENT: Jack Barbour and Richard Sand.

**20151209\_3** MOTION: (Lubrecht/Corbett) Motion to approve the resolution recognizing that the current Archives facilities are inadequate to preserve the documentary records of Pennsylvania, PHMC Commissioners hereby authorize staff to pursue with appropriate state agencies the purchase of specific parcels identified in the Executive Session of the Board or comparable parcels that address the present and future facility needs of the Pennsylvania State Archives. 10 in favor/0 opposed/0 abstentions. Motion carries. ABSENT: Jack Barbour and Richard Sand.

**20151209\_4** MOTION: (Lewis/Moran) The Commission approved the recommendation to authorize the Executive Director to work with the Department of General Services to sell approximately one acre of Commonwealth property at the Highlands at market to Joe Ramos, resolving a long-term encroachment issue for PHMC. 10 in favor/0 opposed/0 abstentions. Motion carries (See Attachment). ABSENT: Jack Barbour and Richard Sand.

**20151209\_5** MOTION: (Lewis/Corbett) The Commission authorizes Brenda Reigle to engage in steps to resolve the Rooke encroachment. 10 in favor/0 opposed/0 abstentions. Motion carries (See Attachment). ABSENT: Jack Barbour and Richard Sand.

**20151209\_6** MOTION: (Lewis/Moran) The Commission approves the attached Facilities Use Program Policy, which revises the Commission's previous policy, adopted in 1988. 10 in favor/0 opposed/0 abstentions. Motion carries (See Attachment). ABSENT: Jack Barbour and Richard Sand.