

**PENNSYLVANIA HISTORICAL AND MUSEUM COMMISSION
MARCH 9, 2016
MINUTES**

The Pennsylvania Historical and Museum Commission met on March 9, 2016 in the 5th Floor Board Room of the State Museum of Pennsylvania, Harrisburg, Pennsylvania. The following Commissioners were present: Chairman Andrew Masich, William Lewis, Representative Scott Petri, Fredrick Powell, Kate Eckhart for Senator Joseph Scarnati and Alice Lubrecht. Susan Corbett, Senator Andrew Dinniman, Jean Craige Pepper and Richard Sand participated via conference call.

The following staff were present: James Vaughan, David Carmicheal, Bryan VanSweeden, David Dunn, Beth Hager, Brenda Reigle, Howard Pollman and Samara Gomez, PHMC Chief Counsel. Heather Hu represented the Pennsylvania Heritage Foundation.

I. MEETING CALL TO ORDER

Chairman Masich called the meeting to order at 9 a.m.

II. INTRODUCTIONS

At this time, he asked everyone in the room to introduce themselves and welcomed Samara Gomez as the new PHMC Chief Counsel, Rusty Baker, Executive Director - PA Museums; Heather Doughty, Deputy Director for Communication & Special Assistant for External Affairs - PA Council on the Arts and Jeff Slack, Vice President of the Historic Preservation Board.

III. APPROVAL OF MINUTES

Chairman Masich called for a motion to approve the minutes from the December 9, 2015 meeting.
MOTION: (Petri/Powell) Motion to accept the minutes as presented from the December 9, 2015 meeting with one correction: "Jean Craige Pepper was present via conference call". 9 in favor/0 opposed/0 abstentions. Motion carries. ABSENT: Jack Barbour, Representative Robert Matzie, Ann Moran, Senator Andrew Dinniman (arrived after approval of minutes).

IV. CHAIRMAN'S REPORT

Chairman Masich reported that the state budget is of great concern to PHMC, we will discuss what this means to our programs. He is excited about the strategic planning efforts led by Jim Vaughan and PHMC staff and will discuss later in today's meeting. No word from the Governor's Office on appointments to the Commission. Current PHMC Commissioners will continue to serve until we receive notice otherwise.

V. EXECUTIVE DIRECTOR'S REPORT

Administration

Budget 2015-2016 – Jim Vaughan reported on the current budget and budget for next year. The budget was approved by the governor in January 2016 and is about \$423,000 short of what was submitted. The good news is that we are able to recover most of the \$423,000 through careful spending and because of the hiring freeze.

We received notification of a reduction in our complement of 18 positions. Those positions are vacant; 14 of those reductions are in the General Government Operations (GGO) four of those reductions were from the Historic Preservation Fund where the positions are funded by admissions at our sites.

Personnel Changes – Jim Vaughan announced that Andrea MacDonald was hired as the Director of the State Historic Preservation Office; Brad Smith, Chief Curator for the State Museum left to pursue another career opportunity. Upcoming retirement this spring include Chuck Smith, PA Military Museum and Chester Kulesa, Anthracite Heritage Museum.

State Museum Updates - In celebration of the commonwealth's birthday, the original copy of William Penn's 1681 Charter will be on display from March 7th – 17th at The State Museum of Pennsylvania. We have invited the legislators for a special viewing and photo opportunity with William Penn's 1681 Charter.

- The Carboniferous Forest located on the 3rd floor of The State Museum is near completion.
- The Scholastic Art Exhibit and History Day Winners located on the 1st floor.
- We're Here: Pioneering LGBT Rights in Pennsylvania exhibit is located on the 2nd Floor and will

open April 13 through October 30, 2016, this exhibit focuses on the equality movement for lesbian, gay, bisexual and transgender rights in the late 1960s and its progress in the Commonwealth during the 1970s. The show focuses on the partnership between dedicated LGBT activist coalitions and Governor Milton J. Shapp, leading to unprecedented executive action in Pennsylvania for LGBT equality and features photographs, documents and objects related to this movement.

- State Museum staff are preparing for the 49th Annual Art of The State Exhibit which will open in June 2016.

- Working Together for Wildlife: Three Decades of Pennsylvania's Nature in Art exhibit is located on the 3rd Floor and is open April 8th through September 11th, the Pennsylvania Historical and Museum Commission is pleased to present original artworks from the Pennsylvania Game Commission's stunning Working Together for Wildlife collection in a special exhibit at The State Museum of Pennsylvania.

Historic Preservation

Certified Local Government Grants for FY 2016 – Bryan Van Sweeden reported that the National Historic Preservation Act established a Certified Local Government Grant Program as a partnership between local governments, State Historic Preservation Offices and the National Park Service. State Historic Preservation Offices (SHPOs) receive annual funding from the National Park Service's Historic Preservation Fund (HPF) for their operation, and they are required to pass through as least 10% of funding to Certified Local Governments as subgrants. This year the PA SHPO is anticipating a total HPF grant in the amount of \$1,180,740 so the required 10% for FFY 2016 is \$118,174. The total of the recommended CLG grant awards is \$121,450.

The SHPO reduced all of the maximum grant requests at the lower end of the rankings as a way to ensure that all of this year's applicants receive a grant.

MOTION: (Petri/Powell) Motion to approve the Certified Local Government grant award recommendations as proposed by the Bureau for Historic Preservation for Federal Fiscal year 2016. 10 in

favor/0 opposed/0 abstention. Motion Carries. Grant award recommendations attached. ABSENT: Jack Barbour, Representative Robert Matzie and Ann Moran.

Historical Maker Recommendations - William Lewis reported that the Historic Marker Committee recently met and reviewed historic marker applications. The Committee recommends approval of 23 applications, provisional approval of 5 applications and disapproval of 33 applications.

Chairman Masich called for a motion to approve the Historic Marker Recommendations.

MOTION: (Lewis/Petri). 8 in favor/0 opposed/2 abstentions (Jean Craige Pepper, Kate Eckhart for Senator Scarnati). Motion Carries. Historic Marker Recommendations attached. ABSENT: Jack Barbour, Representative Robert Matzie and Ann Moran.

Historic Preservation Board Resolutions – Jim Vaughan reported on three outgoing members of the Pennsylvania Historic Preservation Board: Steven G. Gimber, Margaret Newman and Martin J. Rosenblum. He thanked the outgoing members for the work they have accomplished over the past six years.

MOTION: (Powell/Lubrecht) Motion to approve the PA Historic Preservation Board Resolutions as presented. 10 in favor/0 opposed/0 abstentions. Motion carries (See attachment). ABSENT: Jack Barbour, Representative Robert Matzie and Ann Moran.

State Archives

New State Archived Building Update – David Carmicheal reported that DGS has a contract with a company that is currently negotiating the properties that we need for the State Archives building. We hope to be in the design phase by mid-July.

State Museum

David Dunn reported that the Collections Advancement Project continues to move forward. Staff continues to inventory the Military and Industrial Collection and is making great progress with the transition of our old collections management software to ARGUS.net

Historic Sites and Museums

Child Protection Policy – William Lewis reported on the PHMC Child Protection Policy which outlines the requirements for PHMC staff, volunteers and independent contractors, who have direct contact with children, for various background checks. The policy also outlines requirements for mandated reporting.

MOTION: (Petri/Lewis) Motion to approve the PHMC Child Protection Policy as presented. 9 in favor/0 opposed/1 abstentions (Jean Craige Pepper). Motion carries (See attachment). ABSENT: Jack Barbour, Representative Robert Matzie and Ann Moran.

Approve 99-year lease for Museum of Anthracite Mining in Ashland – William Lewis reported that the Commission currently has a ten-year lease in place with the Borough of Ashland to maintain the Museum of Anthracite Mining as a museum and for borough offices. The existing lease also turns over building maintenance responsibilities to the borough. The lease expires June 14, 2016. After multiple discussions with Senator Dave Argall and his staff, and having seen that the Borough of Ashland is able to sustain both the building and successfully operate the museum, PHMC would like to convert this to a 99-year lease.

MOTION: (Petri/Lubrecht) Motion to approve the development of a 99-year lease with the borough of Ashland for the Museum of Anthracite Mining. 9 in favor/0 opposed/1 abstentions (Jean Craige Pepper). Motion carries (See attachment). ABSENT: Jack Barbour, Representative Robert Matzie and Ann Moran.

IMLS ‘Museums for All’ Initiative – William Lewis reported that the “Museums for All” allows PHMC to make our sites and museums more accessible to all members of the community and is a cooperative initiative between the Institute of Museum and Library Services and the Association of children’s Museums. Upon display of an Electronics Benefits Transfer (EBT) card, the individual or group of at least four will get the Museums for All admissions discount.

MOTION: (Lewis/Powell) Motion to approve the Commission approve the Executive Director to identify which PHMC sites might participate in the Museums for All program and which prices might be set for that participation. 10 in favor/0 opposed/0 abstentions. Motion carries (See attachment). ABSENT: Jack Barbour, Representative Robert Matzie and Ann Moran.

Volunteer of the Year Awards 2015 – William Lewis reported that this year’s awards ceremony and luncheon is scheduled to be held Saturday, April 9, 2016 at the State Museum of Pennsylvania in Harrisburg.

The following nominees will receive a 2015 Volunteer of the Year Award:

- David Berk – Anthracite Heritage Museum/Anthracite Heritage Museum and Scranton Iron Furnaces Associates
 - John Amspacher – Brandywine Battlefield/Brandywine Battlefield Park Associates
 - Wendy Stier – Bushy Run Battlefield/Bushy Run Battlefield Heritage Society
 - Kim Otto – Conrad Weiser Homestead/Friends of Conrad Weiser Homestead
 - Don Beck – Cornwall Iron Furnace/Cornwall Iron Furnace Associates
 - Beverly Connor – Daniel Boone Homestead/Friends of Daniel Boone Homestead
 - Paul Adomites – Drake Well Museum/Friends of Drake Well
 - Regina Drasher – Eckley Miner’s Village/Eckley Miners’ Village Associates
 - Jane Koch – Ephrata Cloister/Ephrata Cloister Associates
 - Jeanne Baker – Erie Maritime and Flagship Niagara/Flagship Niagara League
 - Carol Brunner – Graeme Park/Friends of Graeme Park
 - John Smith – Hope Lodge/Friends of Hope Lodge
 - Michael Kuhns – Joseph Priestley House/Friends of Joseph Priestley House
 - Gloria Stevens – Landis Valley Village & Farm Museum/Landis Valley Associates
 - Eileen Gross – Old Economy Village/Friends of Old Economy Village
 - Ron Schmid – Pennsbury Manor/The Pennsbury Society
 - Sam Cooke – Pennsylvania Lumber Museum/Pennsylvania Lumber Museum Associates
 - Thomas Gray – Pennsylvania Military Museum/Friends of the Pennsylvania Military Museum
 - Doug O’Brien – Railroad Museum of Pennsylvania/Friends of the Railroad Museum
 - Kathy Murdy – Somerset Historical Center/Historical and Genealogical Society of Somerset County
 - Toni Donchak – The State Museum of Pennsylvania/Friends of The State Museum
- Outstanding Service Awards – Patty, Bob and Courtney Clendennen – Friends of Old Economy Village/Old Economy Village

MOTION: (Lewis/Petri) Motion to approve the 2015 Volunteer of the Year Award Nominations. 10 in favor/0 opposed/0 abstentions. Motion carries (See attachment). ABSENT: Jack Barbour, Representative Robert Matzie and Ann Moran.

Flagship Niagara Lease Second Ship – Brenda Reigle reported that PHMC has received a request from the Flagship Niagara League which is our support group at Erie Maritime Museum to lease a second sailing vessel that will be used for day sails on the bay or on Lake Erie.

A day sail aboard the Niagara costs \$85 per person and requires 6 hours. A smaller sailing vessel could make up to 4 short 1 ½ - 2 hour voyages from the museum each day priced at \$20 - \$25 per person, offering greater opportunity and flexibility to visitors.

The lease of the second ship would be between the Flagship Niagara League and the owner of the vessel. A list of pros/cons was distributed to PHMC Commissioners. Jim Vaughan and Brenda Reigle have met with PHMC Chief Counsel Samara Gomez regarding the addition of a second sailing vessel. Brenda Reigle is concerned that the second ship expansion places museums and Commonwealth in competition with commercial enterprises for day sail audiences.

Jean Craige Pepper reported that the Erie Community is in favor of the proposal to add an additional sailing vessel and the ability to earn additional revenue while the Flagship Niagara is away.

VI. MUSEUM PARTNERSHIP AND COLLABORATIONS

Beth Hager updated PHMC Commissioners and staff on the following museum partnerships and collaborations:

- Working Together for Wildlife: Three Decades of Pennsylvania's Nature in Art exhibit located on the 3rd floor. The exhibit opens on Friday, April 8, 2016 and presents original artworks from the Pennsylvania Game Commission.

- Beth Hager and Robert Hill visited the Senator John Heinz History Center in January to see the "We Can Do It! WWII" exhibit.

- Beth Hager has been asked to serve on an outreach committee at the Pennsylvania Academy of Fine Arts about a WWI and American Art exhibit which is scheduled to open November 2016.

- WWII display at PHMC at the end of the year – 75th Anniversary of Pearl Harbor.

- WWI poster exhibit from the collections in the Pennsylvania State Archives.

- Development of a blog "Pennsylvania at War" that will commemorate the anniversaries of World War I and World War II.

VII. PENNSYLVANIA HERITAGE FOUNDATION

Heather Hu reported on the fundraising efforts of the Pennsylvania Heritage Foundation. The end-of-year direct appeal was mailed to donors and prospects the first week of December, and contributions to the appeal were slightly higher than in 2014. The Pennsylvania Heritage Foundation received a \$25,000 cash gift from Janet and Lew Klein in December 2015. The Klein's will be recognized in the March issue of PA Heritage, as well as at the annual Giving Circle Dinner on Thursday, April 7th at The State Museum. The dinner recognizes donors who gave a minimum of \$1,000 in the previous calendar year.

Staff conducted a comprehensive review of all printed materials, including website and membership materials. We would like to start planning for member-only events in the future to focus on opportunities for our members to engage them and offer a better opportunity. It is low/no-cost basis for PHF and our members. Materials with outdated information will be redone within the next few months.

In partnership with The State Museum of Pennsylvania, PHF funded a reception for the Capital Area Chamber of Commerce in December 2015 and assisted in funding the annual Noon Year's Eve family event. This even would not have been possible without the financial support of PHF.

PHF continues to administer three NHPRC grants on behalf of the State Archives and the Spring issue of *Pennsylvania Heritage* is due the end of March 2016.

Heather Hu and Brenda Reigle are working together to look at fundraising efforts for PHMC sites outside of Harrisburg. A fundraising survey will be sent to all PHMC sites within the next few months to help assess fundraising needs and preferences.

VIII. OLD BUSINESS

Susan Corbett asked if were possible PHMC Commissioners could have access to PDF copies of the action items before the commission meeting. Susan Corbett has concerns regarding the Facilities Use Program that was approved at the December 9, 2015 meeting.

It is not clear if we are charging a rental fee under the Facilities Use Fee Schedule. She wondered if we should expand the type of organizations who we will not contract with, specifically weddings and wedding receptions. Weddings are a huge undertaking for the facility, it requires a lot of staff time and often the lessees have a lot of ideas about how they want things. A lot of organizations do not allow weddings at their facilities. PHMC may want to think about restricting non-affiliated organization and create an approved catering list/outside vendors.

Chairman Masich suggested that Susan Corbett work with William Lewis to review the Facilities Use Program policy with staff so that it meets our needs.

IX. STRATEGIC PLAN

At this time, Chairman Masich asked Rusty Baker, Executive Director for PA Museums; Heather Doughty, Deputy Director for Communication & Special Assistant for External Affairs - PA Council on the Arts and Jeff Slack, Vice President of the Historic Preservation Board to share with us their view of the things that are affecting Pennsylvania's museum community.

Rusty Baker thanked the commission for the opportunity to contribute to the strategic planning discussions at PHMC. PA Museums and PHMC have a long history of working together. PA Museums is a statewide association that supports the museums community through advocacy work and professional development. There are about 300 high performing museums and historical organizations in Pennsylvania that have a history of receiving grants and support from PHMC. These museums meet the generally accepted national standards and definition of what museums are by caring for collections, staffing and managing a facility, and working to engage visitors in meaningful ways.

The museum community looks to PHMC for: much needed operational funding through the grants program; support for museums through programs with key partners to convene museums professionals, provide space for joint ventures, share best practices, present workshops, attract and provide something powerful to visitors, and encourage better communication and collaborative marketing for the museum

community. PHMC has an important role in thematic programming and as an active lender to temporary exhibitions.

Heather Doughty reported on the 50th Anniversary of the PA Council on the Arts. In 1966, Governor William D. Scranton signed enabling legislation establishing the Pennsylvania Council on the Arts. PCA provides grants to the arts across the commonwealth. There are 12 organizations with budgets over ten million dollars, 32 organizations with budgets over five million dollars and over 100 organizations with budgets of one million or more.

PCA is currently working on their strategic planning process assessing its role and redefining their goals. We joined the Arts and Economic Prosperity Study, a statewide study measuring the economic impact of nonprofit arts and culture organizations and their audiences.

Jeff Slack thanked the Commission for the opportunity to attend the PHMC Commission Meeting and speak with commissioner about the priority list for the Historic Preservation Board. The bylaw for the Historic Preservation Board gives them the ability to form committees; interact with the State Historic Preservation Office and work more closely with the Commission to advance the mission of both organizations.

The Historic Preservation Board meets three times a year to discuss nominations and make recommendations for the National Register of Historic Places. The Preservation 50 committee was formed to work collaboratively on the 50th Anniversary of the National Historic Preservation Act. We developed a committee to make sure we are actively recruiting new members and looking to add a young professional to the board. An education committee was formed to expand our skill set internally and to look at ways work the community as advocates and educators. The SHPO office is focused on being a public service and community resource.

Susan Corbett suggested that we look at how the PA Arts Council invests state money because they are the number one model in the country.

Discussion of Strategies 2016 – 2020

Jim Vaughan reported that the last time a strategic plan was approved was in 2012 and approved Goals and Vision through 2020; the strategies were approved though 2015. In our meeting on December 9, 2015 we reviewed the values, planning assumptions and goals for 2020. Since that meeting, the bureau directors began to write strategies for the goals. He would like to make the June meeting a working retreat meeting from 9 a.m. until 2 p.m. Jim hopes between now and June 15th, PHMC Commissioners will communicate their thoughts on the plan via email. We will bring a revised plan to the Commission at the June meeting.

Jim reviewed the plan with Commissioners and updated them of any specific changes:
Goals and Strategies.

PHMC Collections Goals, 2020

- * Increase public accessibility through digitization and online access
- * Increase efficiency and data management of SHPO
- * Identify and prioritize list of staffing needs and gather data to substantiate the benefits of staffing/filling core collections positions.

Education and Lifelong Learning

- * Promote PHMC as a safe place for public discourse.
- * PHMC will be recognized for the accuracy and quality of the information it provides.
- * Develop public programs and supplement staff with partner organizations and volunteers.
- * Continue work with schools to develop curriculum-based online and pre-visit materials.
- * Teach Pennsylvanians about their history and civic responsibility.

PHMC Facilities Goals, 2020

- * Improve stewardship and eliminate deferred maintenance of PHMC historic structures and landscapes.
- * Upgrade collections and archival storage to meet the highest professional standards for environment, security, operational efficiency and overall stewardship.

- * Improve visitor services by upgrading visitor centers and exhibits.
- * Secure adequate storage for Museum artifacts to replace Market Street and Indiantown Gap facilities.
- * Review and refine architectural program for all PHMC capital projects.

PHMC Financial Goals, 2020

- * Secure increased state funding and complement to achieve at least minimal essential staffing levels.

Leadership and Partnership

- * Promote PHMC's role among state agencies as leader for preservation, archives, records management, and as a steward of the state's cultural and natural history collections.
- * Meet or exceed all professional standards for excellence.
- * Continue to develop the capacity of site associate groups through board development and other efforts.

Organizational Management and Efficiency Strategies, 2012 - 2015

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

Chairman Masich and Jim Vaughan encouraged PHMC Commissioners and guests to review the draft Strategic Plan and email any comments or suggestions to Jim Vaughan.

X. ADJOURNMENT

Chairman Masich adjourned the meeting at 11:41 a.m.

SUMMARY OF ACTIONS

20160309_1 MOTION: (Petri/Powell) Motion to accept the minutes as presented from the December 9, 2015 meeting with one correction: “Jean Craige Pepper was present via conference call”. 9 in favor/0 opposed/0 abstentions. Motion carries. See Attached. ABSENT: Jack Barbour, Representative Robert Matzie, Ann Moran, Senator Andrew Dinniman (arrived after approval of minutes).

20160309_2 MOTION: (Petri/Powell) Motion to approve the Certified Local Government grant award recommendations as proposed by the Bureau for Historic Preservation for Federal Fiscal year 2016. 10 in favor/0 opposed/0 abstention. Motion Carries. Grant award recommendations attached. ABSENT: Jack Barbour, Representative Robert Matzie and Ann Moran.

20160309_3 MOTION: (Lewis/Petri). 8 in favor/0 opposed/2 abstentions (Jean Craige Pepper, Kate Eckhart for Senator Scarnati). Motion Carries. Historic Marker Recommendations attached. ABSENT: Jack Barbour, Representative Robert Matzie and Ann Moran.

20160309_4 MOTION: (Powell/Lubrecht) Motion to approve the PA Historic Preservation Board Resolutions as presented. 10 in favor/0 opposed/0 abstentions. Motion carries (See attachment). ABSENT: Jack Barbour, Representative Robert Matzie and Ann Moran.

20160309_5 MOTION: (Petri/Lewis) Motion to approve the PHMC Child Protection Policy as presented. 9 in favor/0 opposed/1 abstentions (Jean Craige Pepper). Motion carries (See attachment). ABSENT: Jack Barbour, Representative Robert Matzie and Ann Moran.

20160309_6 MOTION: (Petri/Lubrecht) Motion to approve the development of a 99-year lease with the borough of Ashland for the Museum of Anthracite Mining. 9 in favor/0 opposed/1 abstentions (Jean Craige Pepper). Motion carries (See attachment). ABSENT: Jack Barbour, Representative Robert Matzie and Ann Moran.

20160309_7 MOTION: (Lewis/Powell) Motion to approve the Commission approve the Executive Director to identify which PHMC sites might participate in the Museums for All program and which prices might be set for that participation. 10 in favor/0 opposed/0 abstentions. Motion carries (See attachment). ABSENT: Jack Barbour, Representative Robert Matzie and Ann Moran.

20160309_8 MOTION: (Lewis/Petri) Motion to approve the 2015 Volunteer of the Year Award Nominations. 10 in favor/0 opposed/0 abstentions. Motion carries (See attachment). ABSENT: Jack Barbour, Representative Robert Matzie and Ann Moran.