

PENNSYLVANIA HISTORICAL AND MUSEUM COMMISSION
June 6, 2018
MINUTES

The Pennsylvania Historical and Museum Commission met on June 6, 2018 at Ephrata Cloister in Ephrata, Pennsylvania. The following Commissioners were present: Nancy Moses – Chair, Kate Flessner for Senator Joseph Scarnati, David Schuyler, Ophelia Chambliss, Robert Savakinus, William Lewis, Kenneth Turner, Andrew Masich, Philip Zimmerman, Alice Lubrecht. Steve Grabicki for Senator Andrea Dinniman and Fred Powell participated via conference call.

The following staff were present: Andrea Lowery, Howard Pollman, Brenda Reigle, Scott Doyle, Beth Hager, David Carmichael, Elizabeth Bertheaud, Saurabh Shah, and Mary Jane Miller. Rodney Akers and Gerard Leone served as legal counsel.

I. CALL TO ORDER

Nancy Moses, Chair called the meeting to order at 10:00am. At this time, Nancy asked everyone in the room and on the phone to introduce themselves. Nancy is excited to have today's meeting at Ephrata Cloister, it is important for staff to know how much the commission appreciates them and the work they do in preserving Pennsylvania's Heritage.

II. CHAIRMAN'S REMARKS

Nancy announced that Heather Hu, Executive Director of the PA Heritage Foundation recently resigned, the board is led by Glenn Holliman, President and David Schankweiler, Vice President. The search for a new Executive Director for the PA Heritage Foundation is being planned by the Board. PHMC counsel clarified the participation of PHMC Commissioners on the PA Heritage Foundation board; Fred Powell and William Lewis will now serve as liaisons between the PA Historical and Museum Commission and PA Heritage Foundation board.

The PA Heritage Foundation recently entered discussions to accept the gift of a house located at 208 North Street in Harrisburg, PA; donated by a former government employee. The house will be cleared and sold by PHF, with proceeds being used to create an endowment.

We are committed to creating a larger vision for both the PA Historical and Museum Commission and PA Heritage Foundation to share.

An exhibition will be held at the Governor's Mansion about distinguished women in Pennsylvania. This exhibit will open in March 2019 to signal the beginning of the celebration of the 100th Anniversary of Women's Suffrage.

III. APPROVAL OF MARCH 16, 2018 MINUTES

Nancy called for a motion to approve the minutes from the March 16, 2018 meeting. Andrew Masich asked for clarification regarding the Commission Fundraising Guidelines. Rodney Akers reported briefly that there were some changes in our roles that we had to consider in light of certain executive orders; additional considerations of public employee officials. Rodney will report back to the commission at a later meeting.

Philip Zimmerman asked for clarification regarding the resolution on pages 6 – 7. Nancy said corrections would be made to the minutes accordingly.

MOTION: (Turner/Zimmerman) Motion to accept the minutes as presented with corrections was approved. 12 in favor/0 opposed/0 abstention. Motion carried.

IV. RESOLUTION RECOGNIZING ALICE LUBRECHT

Alice Lubrecht has served as the Secretary of Education's designated representative to the PA Historical and Museum Commission for eight years and is retiring June 2018.

David Carmichael read the following resolution:

“WEREAS, Alice Lubrecht has served faithfully as the Secretary of Education’s designated representative to the Pennsylvania Historical and Museum Commission for eight years with good humor and enthusiasm for the preservation of the Commonwealth’s history;

WHEREAS, Alice has been instrumental in enhancing cooperation and partnership between the Pennsylvania Historical and Museum Commission and the State Library;

WHEREAS, Alice has diligently coordinated with the Bureau of the State Archives to make documents held in trust for the public available to Pennsylvanians across the Commonwealth;

WHEREAS, Alice has supported the Bureau of the State Archives in re-establishing its Scholars in Residence program.

WHEREAS, Alice has been faithful in aiding and assisting the Pennsylvania Historical and Museum Commission and the Commonwealth in promoting historic preservation throughout Pennsylvania; and

WHEREAS, Alice will end her service as a member of the Pennsylvania Historical and Museum Commission in June 2018 and

NOW, therefore, the Pennsylvania Historical and Museum Commission recognizes the extraordinary personal and professional contribution of Alice Lubrecht to historic preservation in Pennsylvania and expresses its appreciation for her exemplary service on the Pennsylvania Historical and Museum Commission.”

MOTION: (Turner/Masich) Motion to approve the Resolution Recognizing Alice Lubrecht. 12 in favor/0 opposed/0 abstention. Motion carried.

V. PHMC AND PHF REPORTS AND ACTION ITEMS

STATE HISTORIC PRESERVATION OFFICE

Keystone Grants – Scott Doyle reported on the Keystone Historic Preservation Grant Program. The program is used to fund preservation, rehabilitation, and restoration activities of

historic sites that are eligible for or listed in the National Register of Historic Places. Eligible applicants include non-profit or municipal governments who operate publicly accessible historic properties. Eligible projects include the repair, or replacement in-kind of historic building features that ensures a positive preservation outcome. Funding may also be used toward improvements that meet ADA requirements and restoration of important landscape features.

The program also allows PHMC grant funds to be used for planning activities that support the preservation of historic properties. Eligible projects under this category include national initiatives for historic preservation community and regional planning activities.

PHMC received applications in both the construction and planning categories. The applications were considered separately, and the ratio of funding recommendations is based on their respective total requests from each category. As there were more applicants requesting support for construction activities, more awards are recommended in that category.

Grants requests may range from \$5,000 to \$25,000 for planning projects and \$5,000 to \$100,000 for construction projects. Nine organizations who requested \$100,000 did receive a 20% reduction to their request to allow additional projects to be funded. One final organization received a partial award due to funding limitations. All applicants are required to provide a 50% cash match to show a commitment from the sponsoring organization.

MOTION: (Chambliss/Masich) Motion to approve the Keystone Historic Preservation Grant Recommendations for Fiscal Year 2017 – 2018. 12 in favor/0 opposed/0 abstention. Motion carried. (See attached)

Scott Doyle reported that the State Historic Preservation Plan was approved by the National Park Service. An executive summary and complete plan is available online at <https://phmc.info/PresPlan>.

HISTORIC SITES AND MUSEUMS

Audit and Financial Review Policy - Brenda Reigle requested a revision to the current Audit and Financial Review Policy. On an annual basis, PHMC requires all associate groups to report on their finances. PHMC has a policy that notes at what level income an associate group or non-profit needs to complete either a financial review or audit.

In December, the Governor Wolf signed into law Act 71 of 2017 in December of 2017, which increased the annual contribution levels at which a nonprofit must undergo an audit or review.

The Audit/Financial Review Policy was approved in 2015, which specified contribution levels that became outdated with the passage of the new law. PHMC would like to update the existing Audit/Financial Review Policy to reflect the December 2017 contribution limits as noted in Act 71.

MOTION: (Savakinis/Zimmerman) Motion to adopts a revised Audit and Financial Review Policy reflecting new legal limits for nonprofit financial reviews. 12 in favor/0 opposed/0 abstention. Motion carried. (See attached)

Brenda Reigle reported that Pennsbury Manor hosted a legislative breakfast to raise awareness of the activities at Pennsbury. She asked that commissioners feel free to take “Museums for All” flyers to distribute within their community. The “Museums for All” program allows people with EBT cards a reduced admission to PHMC sites.

At Old Economy Village, a program was sponsored by the PA Heritage Foundation using the “Giving Tuesday Funds”; these funds were used to subsidize tours for school students at Ambridge and Aliquippa schools. As a result, local schoolchildren were able to experience Old Economy Village, an experience they could not otherwise afford.

This year marks the 50th anniversary of the filming of the Molly Maguires at Eckley Miners’ Village.

At this time, Nancy Moses asked if there was anyone who wanted to make a public comment to the commission, if so each person would be allowed five minutes to speak.

Guy Polhemus and Amy McLellan addressed the commission with their concerns regarding Washington Crossing Historic Park. At the next PHMC Commission meeting, Andrea Lowery will provide a report to the commission regarding the concerns raised by Mr. Polhemus of Washington Crossing Historic Park.

Attorney John McGee, President of Anthracite Region Vintage Baseball Association addressed the commission with his concerns regarding Eckley Miners Village. He requested an ad hoc committee be created to select stakeholders of Eckley Miners Village and would like the commission to formally recognize this ad hoc committee for the sole purpose of obtaining information regarding finances of the site.

STATE MUSEUM

Community Outreach – Beth Hager reported that this past April, the State Museum presented a film screening with Tracy Heather Strain, the producer of the new documentary **Sighted Eyes/Feeling Heart**. Ms. Strain talked to students from local high schools in the museum’s auditorium for about an hour about Hansberry’s career and the art of filmmaking. A special luncheon was held honoring her work and attended by PHMC Diversity, Equity, Inclusion and Access Task Force members and invited guests from state government and the community.

The Art of the State awards ceremony and exhibition opening, and the associated reception are scheduled for June 24, 2018.

Fridays at 12:15PM, June 22 through August 24; Museum curators, educators and special guests give brief talks in the galleries. General admission will be “pay as you wish” all day on Learn at Lunchtime Fridays.

STATE ARCHIVES

David Carmichael reported that in October 2016, The State Archives issued a PDF/A policy for state agencies that allows long term and permanent records to be retained electronically in the PDF/A format; agencies and counties have the option of continuing to retain long term records in paper or microfilm formats. The new policy has had a positive major impact on the State Records Center where they have seen a decline in the number of physical records coming in.

Thanks to monetary donations, the Scholars-In-Residence program is returning. Two scholars will conduct research at the State Archives this summer.

Recently, the State Archives hosted Lord Wei of Shoreditch. He is a member of Parliament and is very interested in the ideas of William Penn. While visiting, he was able to view the Charter and study William Penn in depth.

EXECUTIVE OFFICE

Andrea Lowery, reported that she and Howard Pollman continue to meet with legislators to advocate for the Governor's proposed budget for PHMC and are proactively sharing information on our Historic Preservation Funds should those "special funds" be in play during budget negotiations.

An offer was accepted for the Director of Management Services position; we are waiting on final approval from the Governor's Office.

Andrea reminded commissioners that we are sending out invitations for them to participate in historic marker dedications and highlights of upcoming PHMC Activities are listed on the reverse side of the meeting agenda.

The Department of General Services gave PHMC permission to take the lead to reach out to the local community members about the archive building project.

PENNSYLVANIA HERITAGE FOUNDATION

Andrea Lowery reported the staffing within the PA Heritage Foundation will remain the same – Christinia Stetler, Membership and Annual Giving Coordinator and Mary Hull, Office Manager. Glenn Holliman, President of PA Heritage Foundation and David Schankweiler will be more involved until an Executive Director is appointed.

VI. TASK FORCE REPORTS

Access and Inclusion Task Force - Nancy Moses reported that the Access and Inclusion Task Force committee recently changed its name to the 21st Century Task Force so we could build on the Bureau of Historic Sites and Museums 21st Century Museums Initiative. Our charge is to develop policy recommendations for our commissioners on how to assure PHMC better represents those who live and work in Pennsylvania.

We assembled a task force with representatives from different backgrounds within PHMC. The Roz Group was retained to assist with information-collecting and analysis. Amryl Ward is currently interviewing PHMC staff, commissioners and various stakeholders.

The task force designated the Lorraine Hansberry event as our official launch. We began to explore Pennsylvania's shifting demographics data. The goal is to assure PHMC programs, offerings, collections, staff and volunteers better represent the people who live and work in Pennsylvania.

Collections Policy Task Force – Philip Zimmerman reported that we are at the initial stages of review and streamlining collections policies for PHMC. The last time policies were formally reviewed by the commission was in 1996.

When reviewing the existing policies, the task force must take into consideration the expansive draft collections policy that was done about 10 years ago by several staff members. We need to identify what areas of PHMC should be covered by those policies. A PHMC Collections

Policy needs to be structured to address a variety of collections; potentially including museums, library, archives, objects and buildings. We need to clarify what kind of policies should govern which areas of collections. We also must determine where commission policies end and staff procedures begin.

Once we determine up what our aspirations are, we will have enough material for a written report for commissioners to review. We are now at the point of creating a task force that will include commissioners and key staff. Philip Zimmerman anticipates this process would be concluded by the end of the calendar year.

Kenneth Turner reported to the commission on his recent visit to the Pennsylvania Lumber Museum.

VII. ADJOURNMENT

Nancy Moses adjourned the meeting at 12:35pm.

SUMMARY OF ACTIONS

201866_1 MOTION: (Turner/Zimmerman) Motion to accept the minutes as presented with corrections was approved. 12 in favor/0 opposed/0 abstention. Motion carried.

201866_2 MOTION: (Turner/Masich) Motion to approve the Resolution Recognizing Alice Lubrecht. 12 in favor/0 opposed/0 abstention. Motion carried. (See attached)

201866_3 MOTION: (Chambliss/Masich) Motion to approve the Keystone Historic Preservation Grant Recommendations for Fiscal Year 2017 – 2018. 12 in favor/0 opposed/0 abstention. Motion carried. (See attached)

201866_4 MOTION: (Savakinis/Zimmerman) Motion to adopts a revised Audit and Financial Review Policy reflecting new legal limits for nonprofit financial reviews. 12 in favor/0 opposed/0 abstention. Motion carried. (See attached)