

PENNSYLVANIA HISTORICAL AND MUSEUM COMMISSION
December 4, 2019
MINUTES

The Pennsylvania Historical and Museum Commission met on December 4, 2019 in the 5th Floor Board Room of the State Museum of Pennsylvania, Harrisburg, Pennsylvania. The following Commissioners were present: Nancy Moses – Chair, Ophelia Chambliss, Andrew Masich, Fred Powell, Philip Zimmerman, William Lewis, Robert Savakinus, Glenn Miller (Department of Education), Kenneth Turner and Representative Parke Wentling. Representative Robert Matzie, Senator Andrew Dinniman and Kate Flessner for Senator Joseph Scarnati participated via conference call.

The following staff were present: Andrea Lowery, Elizabeth Rairigh, David Bohanick, Brenda Reigle, Scott Doyle, Beth Hager, Cindy Bendroth, Howard Pollman, David Carmichael, Merrick Berg. Rodney Akers and Gerard Leone served as legal counsel. Glenn Holliman represented the Pennsylvania Heritage Foundation.

I. CALL TO ORDER

PHMC Chairwoman, Nancy Moses called the meeting to order at 10:04 am. At this time, she asked everyone in the room and on the phone to introduce themselves.

II. APPROVAL OF SEPTEMBER 4, 2019 MINUTES

Chairwoman Nancy Moses called for a motion to approve the minutes from the September 4, 2019 meeting. MOTION: (Lewis/Turner) Motion to accept the minutes as presented from September 4, 2019 meeting was approved. 12 in favor/0 opposed/0 abstention.

III. CHAIRWOMAN'S REMARKS

At this time, Chairwoman, Nancy Moses asked Ophelia Chambliss to report on how PHMC needs to be able to provide resources to African American and Latin populations. Ophelia has noticed

an increase of those populations taking an interest in wanting resources for finding information on their history.

PHMC Chairwoman, Nancy Moses reported that she attended a conference at Lincoln University recently. It was a working effort between Lincoln University and a number of African American organizations in Chester County to uncover and unify their historical resources surrounding the Underground Railroad.

IV. PHMC AND PHF REPORTS AND ACTION ITEMS

STATE HISTORIC PRESERVATION OFFICE

CLG Grants – Elizabeth Rairigh reported that the State Historic Preservation Office receives annual funding from the National Park Service’s Historic Preservation Fund (HPF) for their operation, and they are required to pass through at least 10% of that funding to Certified Local Governments as subgrants. For FFY 2020, the SHPO is anticipating an increase in our total HPF grant. The final award amount will not be available until early 2020. Our FFY 2019 award was approximately \$1,181,000, so the required 10% was \$118,100; at that time the total of recommended CLG grant awards was \$120,000. Because we anticipate an increase we have set aside funding for additional grants, scholarships, and training to reach our anticipated 10% threshold.

The following municipalities applied and recommended to receive awards: City of Lancaster, Chadds Ford Township, East Bradford Township, Borough of West Chester, City of Allentown and Lowery Merion Township. \$20,000 will be set aside for mini-grants, CAMP (western region), and Scholarships.

MOTION: (Lewis/Turner) Motion to approve the Certified Local Government Grant Awards as presented was approved. (See Attached) 12 in favor/0 opposed/0 abstention

PA-SHARE Funding Model – PA-SHARE will be a new consultation, communication and Geographic Information Systems (GIS) tool that will transform how the PA SHPO conducts business

by facilitating streamlined program delivery including National Register, Environmental Review and Historical Markers. Launch date is June 2020. Advantages include public accessibility where users and our partners will be able to access a wide range of data remotely rather than make an appointment to view paper files in Harrisburg. PA-SHARE also aligns with Governor Wolf's "Government that Works" initiatives to make government more efficient.

The following is the proposed fee structure:

Guest (public/no login) – Free access. Users will be able to see abbreviated data which includes above-ground historic property records, Historical Markers, and National Register nominations and will be able to submit success stories.

Basic (login required) – Free access. Users will be able to submit projects to all SHPO program areas and receive electronic responses. +Guest.

Basic Plus (login required) - \$50/month or \$275/annual subscription. Users will be able to access nearly 1 million scanned pages except for restricted archaeological data. Enhanced map tools. Limited number of downloads each month. +Basic

Professional (login required) - \$275/month or \$875/annual subscription. Users will be able to monitor submissions via a user dashboard. Additional users can be added to the account. Unlimited number of downloads. Surveyor mobile app to document and submit historic property documentation from the field. GIS data links for ease of sharing GIS layers, shape files, and data. +Basic Plus

MOTION: (Lewis/Powell) Motion to approve the PA-SHARE Proposed Fee Structure as presented was approved. (See Attached) 12 in favor/0 opposed/0 abstention

HISTORIC SITES AND MUSEUMS

Retirement Resolution for Susan Hanna – Brenda Reigle reported that Susan Hanna worked for the Pennsylvania Historical and Museum Commission for a little over 40 years. For the

last ten years of her service (2014 – 2019) Susan Hanna served as Senior Curator for the Bureau for Historic Sites and Museums.

Chairwoman Nancy Moses asked Philip Zimmerman to read the following retirement resolution:

WHEREAS Susan Hanna prepared herself for a career in history and the museum profession by obtaining a Bachelor of Arts, *Magna cum laude*, Sociology/Anthropology, from Clarion State College and a Master of Arts degree, American Civilization/Material Culture, from the University of Pennsylvania;

WHEREAS Susan began her professional career with the Pennsylvania Historical and Museum Commission in 1978 as a Curator at Eckley Miners' Village and during her tenure with the agency served as the Museum Educator at the Pennsylvania Farm Museum of Landis Valley (1979-1983), Assistant Registrar (1983-1984), Chief of the Collections Management Section (1984-1994), Acting Chief of the Division of Collections Services (1988-1989), the Bureau of Historic Sites and Museums' Senior Curator of the Central Region (1994-1997), Western Regional Curator (1997-2014), and Senior Curator (2014-2019);

WHEREAS Susan in her various roles with the Commission always strove to develop and implement professional standards as well as to educate other staff members regarding the need for professional standards;

WHEREAS Susan has taken great pride in her efforts to document collections and to establish standard accession files, especially at Cornwall Iron Furnace and the Landis Valley Village and Farm Museum;

WHEREAS Susan throughout her career has been an advocate for including scholarship in exhibits while "preaching the gospel of balance" in various aspects of collections work including exhibits, programs, documentation, cataloging, and interpretation;

WHEREAS Susan has brought her advocacy for professional standards to national and international levels by serving on the American Association for State and Local History's StEPS Standards committee, the American Alliance of Museums' Registrars Committee, and through her tenures on the Advisory Board of the Association for Registrars and Collections Specialists along with the International Committee for Regional Museums;

WHEREAS Susan has served the state, national, and international museum communities by presenting papers, participating in panel discussions, organizing sessions, and assisting in the organization of conferences in locations as near as Johnstown, Pennsylvania to locations around the world such as Italy, China, Brazil, Greece, Serbia, Taiwan, and Slovenia;

WHEREAS Susan has always been mindful to acknowledge the role of colleagues, volunteers, interns, and committee and board members in her successes;

WHEREAS Susan has conscientiously conducted herself as an ambassador of the Pennsylvania Historical and Museum Commission while pursuing professional activities across the state, nation, and world; and

WHEREAS Susan has earned the respect and friendship of her colleagues and museum volunteers as well as being a positive influence in the lives of the Bureau of Historic Sites and Museums' visiting public;

NOW THEREFORE, BE IT RESOLVED in recognition of her forty-one years of service to the Commonwealth of Pennsylvania, the Pennsylvania Historical and Museum Commission commends Susan Hanna for her professionalism on the occasion of her retirement from the Commission, extends its heartfelt appreciation for her accomplishments on behalf of the Commission and Commonwealth, and extends to Susan congratulations and best wishes for a long, happy, and fruitful retirement.

MOTION: (Turner/Zimmerman) Motion to approve the retirement resolution for Susan Hanna as presented was approved. 12 in favor/0 opposed/0 abstention

Brenda Reigle reported that a National Leadership Grant from the Institute of Museum and Library Services has funded PA Museums, with PHMC as the primary partner, for "Accessibility Excellence." Accessibility Excellence will develop an accessibility self-assessment survey and toolkit for museums. We are working with PA Museums to hire the Project Manager who will facilitate the work.

Pennsbury Manor hosted fourth grade students from Thomas Mifflin Elementary School in Philadelphia, a Title One school. Pennsbury covered admission and transportation costs using funds raised from the Gathering of Governors program. Brenda shared a few of the thank you notes handwritten to the governors.

STATE MUSEUM OF PENNSYLVANIA - Beth Hager invited commissioners to tour the Violet Oakley Exhibition today after the commission meeting. Violet Oakley scholar and art historian Dr. Patricia Ricci will be the Keynote Speaker on Sunday, March 8, 2020 in conjunction with Charter Week at the PA State Museum.

STATE ARCHIVES – David Carnicheal reported that the new State Archives Building project continues to move along. Contracts are expected to be signed soon, and the project kickoff

to begin in January 2020. The Governor's Office is looking at potential groundbreaking in April or May of 2020.

HARC Grants – The Historical and Archival Records Care Grant (HARC) Awards will improve the preservation and accessibility of historically significant records maintained by local governments, historical societies and academic institutions. Projects include initiatives such as: digitization, including conversion of permanent local-government records to PDF/A; arranging, describing and rehousing collections into appropriate formats, containers, and environments; and disaster planning.

Grants are administered on a competitive basis. Funding for awards spans two years. Grants of \$5,001 and above must include matching funds. Awards have been determined based on review by a sub-committee of the State Historical Records Advisory Board (SHRAB).

Funding Summary:

Number of Eligible Applications Received – 54
Number of Funded Projects – 29
Total Dollars Requested - \$351,496.10
Total Dollars Awarded - \$184,295.06
Anticipated % of Total Dollar Requests Funded – 52%
Anticipated % of Total Applications Funded – 54%

MOTION: (Powell/Lewis) Motion to approve the Historical and Archival Records Care Grant (HARC) as presented was approved. (See Attached) 11 in favor/0 opposed/1 abstention (Senator Dinniman recused himself from voting)

SHRAB Panel Members - David Carmichael reported on the following six State Historic Records Advisory Board members for appointment: Richard J. Jenkins, Lackawanna and Luzerne County Historical Society; John R. (Jack) Ertell, Educator (Retired) Phoenixville; Jason Illari, Executive Director, Cumberland County Historical Society (CCHS), Carlisle; Adam Bentz, York

County History Center, Assistant Director of Library and Archives; David P. Schuyler, Franklin and Marshall College, Lancaster and Carolyn Boyce, Certified Association Executive, Philadelphia.

Reappointments to SHRAB include Nancy Avolese, Author, Lower Swatara Township; Rachel Grove Rohrbaugh, Archivist, Elizabethtown College, Elizabethtown; Jack McCarthy, Project Director/Archival Consultant, Philadelphia and Martina Soden, Head of Reference Services, Scranton Public Library, Scranton.

MOTION: (Zimmerman/Masich) Motion to approve the Recommendations to the State Historic Records Advisory Board (SHRAB) as presented was approved. (See Attached) 12 in favor/0 opposed/0 abstention

Retirement Resolution for Jonathan Stayer – David Carmicheal reported on the retirement of Jonathan Stayer. Jonathan worked for the Pennsylvania Historical and Museum Commission for 35 1/2 years and is considered the “living knowledge of the archives”.

Philip Zimmerman to read the following retirement resolution:

WHEREAS, Jonathan R. Stayer has served the Pennsylvania Historical and Museum Commission with distinction since joining its staff on February 25, 1981, and

WHEREAS, Mr. Stayer began his career at PHMC serving as an hourly-wage clerk typist 1 for the Bureau of Archives and History on a limited-term project typing Revolutionary War military service abstract cards; and

WHEREAS, Mr. Stayer rejoined the staff of the Bureau of Archives and History in March of 1984 as a limited-term archivist 1 in the Reference section; and

WHEREAS, Mr. Stayer officially joined the Bureau of Archives and History on April 18, 1985 as a full-time permanent archivist 1 in the Reference section; and

WHEREAS, Mr. Stayer was promoted to the position of Associate Archivist in March of 1987 within the Reference section; and

WHEREAS, Mr. Stayer was promoted to the position of the Head of Reference Services on August 3, 1989 where he has served with professional excellence ever since; and

WHEREAS, Mr. Stayer oversaw the research room where every year thousands of patrons came to research the millions of historically valuable records stored in the State Archives; and was known for

conducting many very popular tours of the Archives tower and delivered hundreds of talks on genealogy, conscientious objectors, “Peeking into PA’s Attic, and “Finding Lydia’s Bottom”; and

WHEREAS, Mr. Stayer has mentored hundreds of new staff, interns and volunteers on the proper procedures and rules of research room etiquette, and has served as THE professional role model for all who have worked for him and beside him; and

WHEREAS, Mr. Stayer has always responded accurately and professionally to hundreds of thousands of requests for historical information from both within PHMC and from public officials, researchers, educators, students, and others; and whose intimate knowledge of the Archives collection was unsurpassed; and

WHEREAS, Mr. Stayer has always conducted himself as both a professional and a colleague and has always taken great personal and professional pride in his work and shown careful attention to accuracy and detail in everything he has done during his thirty-five and one-half years of service to the PHMC and to the citizens of the Commonwealth; and

WHEREAS, Mr. Stayer, who is well-liked and respected by all who know him, and whose jovial personality, boisterous sneezing, and devoted stories about his wife and daughters will be sorely missed by all his co-workers;

NOW, THEREFORE, BE IT RESOLVED, that the Pennsylvania Historical and Museum Commission duly notes and records for posterity some of the accomplishments and achievements of Jonathan R. Stayer and extends to him its congratulations and best wishes for a long, happy, and fruitful retirement.

MOTION: (Zimmerman/Chambliss) Motion to approve the retirement resolution for Jonathan R. Stayer as presented was approved. 12 in favor/0 opposed/0 abstention

EXECUTIVE OFFICE

Executive Director Report – Andrea Lowery thanked both Susan Hanna and Jonathan Stayer for their work and professional excellence at the commission and wished them a happy retirement.

PHMC awarded a contract to two consultants, Ann Beha Architects (ABA) and Gallagher & Associates, a museum design firm, to lead The State Museum in the creation of a master plan. The first Master Plan Kick Off meeting for the State Museum was held on November 21, 2019. The plan will focus on museum exhibitions and programming as well as visitor amenities.

Robert Savakinus serves as a representative on the Special Education Advisory Panel and invited Andrea Lowery and Brenda Reigle to attend a recent meeting.

Andrea Lowery and Nancy Moses met with Eric Noll Chairman of the Historical Society of Pennsylvania Board to discuss how PHMC can help with technical expertise. The Historical Society of Pennsylvania is a significant archives and library located in Philadelphia with collections important to the city, state and nation.

In October, PHMC submitted its budget to the Governor's Budget Office. Governor Wolf will deliver his annual budget address on Tuesday, February 4, 2020. PHMC is hosting Black History Month on February 11, 2020. PHMC Employee Recognition program will be held on February 10, 2020. PHMC Professional Development will kick off with a PHMC History Seminar Series on March 18, 2020 - Dr. Randall Miller, Guest Speaker. PHMC All Staff Meeting is scheduled for March 24, 2020.

Legislative Report – Howard Pollman is tracking House Bill 1981 – Amends title 37 (Historical & Museums), in general provisions, for PA Historical and Museum Commission; in powers and duties of PA Historical and Museum Commission, providing for volunteer program; and making related repeals found in the Administrative Code. House Bill 2004 – Amends the Keystone Recreation, Park and Conservation Fund Act establishing the General Assembly to annually appropriate money for grant programs. The legislation repeals the allocation schedule and related provisions found in the Conservation and Natural Resources Act. Effective July 1, 2020 or immediately, whichever is later.

PENNSYLVANIA HERITAGE FOUNDATION

Glenn Holliman reported that the Pennsylvania Heritage Foundation (PHF) currently has two vacancies and asked commissions for recommendations to fill those vacancies. PHMC Commissioners William Lewis and Fred Powell currently serve on PHF.

PHF continues to work with the Commission for the semiquincentennial the 250th anniversary of the founding of the United States. The Violet Oakley Exhibit Preview Reception was held on November 19th, 2019 as a prelude to the upcoming campaign. Andrea Lowery thanked Glenn Holliman and his staff for their work with the Violet Oakley Reception.

V. NEW BUSINESS

Ophelia Chambliss remarked that Governor Wolf declared Juneteenth (June 19th) a holiday, the cultural holiday commemorating the emancipation of enslaved black people in the United States. PHMC should find a way to recognize the holiday.

PHMC Commission dates for 2020 are: March 4th, June 3rd, September 9th and December 2nd. Note the September 9th meeting will be held at the Pennsylvania Lumber Museum, Potter County, with an evening event on September 8th.

VI. TASK FORCE REPORTS

Marketing Report – Chairwoman Nancy Moses reported that the purpose of the Marketing Task Force is to advise on the development of an Agency-wide marketing strategy – including product, packaging, promotion and audience that will increase visitation and visibility. The task force met twice and will meet once more to determine what our priorities are before we interview and hire a consultant to help with marketing.

Strategic Planning Report – Andrea Lowery reported Liz Weber will help with our upcoming 3-year strategic plan which should be completed by June 30, 2020. Liz Weber is dynamic consultant with a forward-looking approach that will help us set goals to move the agency forward.

Historical Markers Policy - William Lewis reported that the Historic Marker Committee will have formal changes to the Historical Markers Policy for commissioners at the March 4, 2020 commission meeting. During this meeting, the commission will also vote on the Historic Marker nominations. As of today, a total of 40 applications were received.

The committee will have three vacancies on the 2021 panel, please forward recommendations to either William Lewis or Andrea Lowery by the end of January 2020.

VII. ADJOURNMENT

PHMC Chairwoman, Nancy Moses adjourned the meeting at 11:34 am.

SUMMARY OF ACTIONS

2019124_1 MOTION: (Lewis/Turner) Motion to accept the minutes as presented from September 4, 2019 meeting was approved. 12 in favor/0 opposed/0 abstention

2019124_2 MOTION: (Lewis/Turner) Motion to approve the Certified Local Government Grant Awards as presented was approved. (See attached) 12 in favor/0 opposed/0 abstention

2019124_3 MOTION: (Lewis/Powell) Motion to approve the PA-SHARE Proposed Fee Structure as presented was approved. (See attached) 12 in favor/0 opposed/0 abstention

2019124_4 MOTION: (Turner/Zimmerman) Motion to approve the retirement resolution for Susan Hanna as presented was approved. 12 in favor/0 opposed/ 0 abstention

2019124_5 MOTION: (Powell/Lewis) Motion to approve the Historical and Archival Records Care Grant (HARC) as presented was approved. (See attached) 11 in favor/0 opposed/1 abstention (Senator Dinniman recused himself from voting)

2019124_6 MOTION: (Zimmerman/Masich) Motion to approve the Recommendations to the State Historic Records Advisory Board (SHRAB) as presented was approved. (See attached) 12 in favor/0 opposed/0 abstention

2019124_7 MOTION: (Zimmerman/Chambliss) Motion to approve the retirement resolution for Jonathan R. Stayer as presented was approved. 12 in favor/0 opposed/ 0 abstention