

BOARD MINUTES
A. W. PERRY HOMESTEAD MUSEUM
October 27, 2015

The A. W. Perry Homestead Museum Board met at the A. W. Perry Homestead Museum, at 7:04 pm, Tuesday, October 27, 2015.

Present: Charles Thrasher, Doug Wedemeyer, Phyllis Jabin, Glenda Palmer, Tom Williams, George Barnes, and Paul Price.
Staff: Toyia Pointer, Curator

Absent: Lisa Stavinoha

- I. The July meeting minutes were reviewed. Thrasher motioned to approve and Wedemeyer seconded, minutes were approved unanimously with no changes.
- II. Curator updated the Board on two items discussed at the previous meeting; termite issues in barn and the removal of asbestos from a collection item (1909 gas heater stored in an outbuilding).

House and barn were inspected. No termites were found in house, there are termite guards already installed on the piers of the home. Areas with termite activity in barn were spot treated. Because this is not the first time termites have been treated in barn, and because it is a wooden structure with a dirt floor, staff opted to go with a termite baiting system as well. The system was installed around the perimeter of the barn. The system will be inspected and refilled each year. It is the same type of system that is used at many historic sites across the country including National Parks sites. Price said it sounded like the type of system used at his home.

The 1909 heater was picked up by a licensed asbestos removal company, taken to their warehouse, asbestos was removed and object was thoroughly cleaned and returned to the Perry Museum. The total cost was \$690. The object remains on display in our storage shed, which will now be accessible for tours. Depending on research and interpretation, it may be relocated if appropriate.

Two items were considered for donation. A circa 1910 doll, with no visible maker's marks, was donated by Martha McGraw. Thrasher asked about value. Pointer said that the museum is prohibited from offering appraisals/value estimates to donors. But she added that the Museum is due for an appraisal of its collections for insurance purposes, the last partial appraisal took place in the late 1980s. Pointer has been researching options for conducting an update and the group can revisit this topic at a future meeting. (Glenda Palmer entered the meeting at 7:14pm.) Curator recommended accepting the object, which is in

fair/good condition. Williams motioned to accept the item into the collection, Price seconded and all in attendance approved.

The other donation is a Carrollton High School football practice jersey from 1926. The Vandergriff family was offering the jersey, which had belonged to Jack Vandergriff. The jersey has the letters "CHS" on the front for Carrollton High School, which was located in what is now DeWitt Perry Middle School. The curator acknowledged that the item was not within the time frame of 1890-1910 for collection items for the house, but that it was directly related to Carrollton history and community development and the Museum's mission statement specifies collecting Carrollton history through the early 20th century. Staff recommended accepting the item. Palmer motioned to accept the item into the collection, Thrasher seconded and all in attendance approved.

- III. Pointer reported that Society President David Yarbrough had planned to attend but was unable to due to another work related meeting. Pointer read an update that she received from him via email. Current gazebo donations were at \$12,000. Pointer was unsure if that included the Civic League Grant. They also have around \$4000 in their bank account from previous fundraisers and general memberships that could also be used towards the project. An online "donate now" button for Perry Society donations is available on the Museum's website, and they are able to take donations via credit card in person at events as well. Thrasher said he did receive a receipt for his donation. They are hoping for construction to start in 2016 and be finished by late spring or early summer. They are exploring lowering originally projected costs by soliciting donated building materials and other in-kind contributions. Their officers plan to meet Saturday at the Museum.

Pointer distributed the building plans from the architect for the group to review. Specific materials to be used were discussed. Pointer said some of the gazebo would use Hardie Board (cement fiber siding) instead of wood because of its durability. Pointer expressed concern that the gazebo should blend in with the aesthetics of the rest of the site and wanted to make sure the style or materials used in the gazebo would not detract from the authenticity of the other structures. Reviewing the specifications, the group felt that Hardie Board was being used sparingly and did not foresee a problem since the columns and other elements would be real wood. The group felt having Yarbrough and the architect present to answer questions at a future meeting would be good. Pointer said that the Parks and Recreation Department would also be reviewing the project plans.

- IV. The long-range planning discussion from the previous meetings resulted in a 5-year plan and an implementation flow chart. Jabin distributed copies of these

and reviewed all the highlights explaining that it is a fluid document that can be updated each year.

Jabin said there had been one change, one of the revenue generating activities, Photography Memberships, had been removed and asked Pointer to explain. Pointer reported that the Photography Membership fee had been submitted to Council during the budget cycle for consideration of raising the fee from \$75 per year to \$90 per year to be more in line with other sites and compensate for administrative costs, wear and tear on property, etc. Council reviewed and decided to eliminate the fee effective October 1, 2015.

Price asked if photographers were required to register with staff before using the site. Pointer said they were previously required to wear badges displaying their memberships but are no longer required to do so. Price said he came to the park the last Saturday and there were several on site with props, furniture, etc.

The main concern was that the high amount of use of the site by professional photographers does not disrupt other leisure uses of the park by regular citizens or visitors to the Museum. Barnes expressed that the main reason for registering photographers was control and accountability if damage occurred and that guidelines were still needed even if there is not a fee. Pointer said the City/Museum still provides guidelines for use of the park by professional photographers, even without charging a fee, and asks that photographers still contact us to check on potential conflicts with renters, events, programs, and tours.

Jabin asked if the gazebo on the Square required any reservations or other registration to take photos. Pointer said it was available for rental events, but other than that there are no restrictions for photography and that with the park improvements there it was expected that photography would increase and it is being promoted with photo prop opportunities. Palmer commented that it did not seem that as many professional photographers use the Square. Pointer thought that with the Square improvements usage for that purpose was expected to increase.

Pointer updated the group on the museum internship status. The current intern will depart in December and a new intern will be hired through September 2015. An open Recreation Coordinator position within Leisure Services was reorganized to combine into one position to oversee museum and environmental education, assisting with special events and volunteer coordination responsibilities as well as other duties in the Leisure Services division. Staff is not sure if the internship position will continue after September.

Jabin brought the discussion back to the approval of the planning documents. Jabin said the key items were driving the strategic plan and monitoring the implementation activities. Each year the documents can be updated as needed, but these would serve as a basic roadmap for the next few years.

There was a discussion about events. Thrasher and Price commented about events on the Square are similar to the Museum's. Pointer said that is something to discuss in future and determine if Museum needs to adjust their focus and programming. There was a discussion of the need to appoint a committee for the Interpretive Master Plan at the next meeting. This would be a project that would look at all interpretive, programming, and engagement activities.

Jabin asked for a motion to accept the planning documents. Williams motioned, Wedemeyer seconded to accept the planning documents as is and all in attendance agreed.

Pointer thanked Jabin and Stavinoha for their work on the committee that developed the plan and format, as well as Isley who also served on the committee and passed away this year.

V. Information Sharing

- a. Curator reported collections inventory continues, porches and ramp were repainted, events that were canceled due to rain will not be rescheduled (Girl Scouts Wonders of Water event with the Public Works Department was moved offsite, and Movie on the Lawn was canceled).
- b. Photos with Santa is scheduled and registration is open. Thrasher asked if people could bring their dogs. Pointer said not at our event but that they would be doing pet photos with Santa on the Square.
- c. The Museum purchased a large format flatbed scanner for digitizing collections, specifically archival materials.
- d. The Perry Road sidewalk project is completed.
- e. Jabin thanked everyone and told the Board goodbye as her third term was expiring. Pointer thanked her and Wedemeyer and Palmer (who were also leaving the Board after serving three terms) for their service with a certificate of appreciation and personal note.

Meeting concluded at 8:08 p.m.
Respectfully submitted,

Toyia Pointer, Curator /Staff Liaison

Lisa Stavinoha, Chairman