



Maryland Department of Planning
Maryland Historical Trust

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Maryland Historical Trust

NOTICE

The regular meeting of the Maryland Historical Trust Board of Trustees will be held on Thursday, August 7th, 2014 at 10:00 a.m. at the St. Paul's Anglican Church, 1505 Crownsville Road, Crownsville, MD.

Board Meeting 10:00 a.m. *

Lunch 12 Noon

This notice is hereby given this 2nd day of July, 2014.

J. Rodney Little
Director

Please respond by e-mail kathy.monday@maryland.gov or phone (410) 514-7603 by July 31st, 2014.

***Please note that Committee meetings have been cancelled due to space limitations.**



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MARYLAND HISTORICAL TRUST
BOARD OF TRUSTEES' MEETING
August 7, 2014

AGENDA

- M1 CALL TO ORDER
- M2 APPROVAL OF MINUTES
- M3 COMMITTEE REPORTS
- M100 Capital Programs
- M200 Survey, Registration, Community Education & Museums
M201R Heritage Preservation Fund Project Selection for FY15
- M300 Management & Planning
M301 FY2015 Budget & Legislation - Report
M302 Litigation & Legal Issues – Report
M303R Election of MHT Board Officers
M304R Election of the Executive Committee “Elected Trustee”
M305R Appointment of MHT Area Representatives for Fiscal Year 2015
M306 MHT Digital Library Presentation

**MARYLAND HISTORICAL TRUST
BOARD OF TRUSTEES' MEETING**

June 5, 2014

Oxon Hill Manor, 6901 Oxon Hill Road, Fort Washington, MD 20745

Pursuant to notice, the regular meeting of the Board of Trustees of the Maryland Historical Trust (MHT or Trust) was held Oxon Hill Manor, 6901 Oxon Hill Road, Fort Washington, MD 20745 on June 5, 2014.

Trustees present: Messrs. Delgado, Edson, Luckenbach, Parker, Poffenberger, Stek, and Turner.

Ex Officio: Deputy Secretary of Planning Amanda S. Conn.

Area Representatives present: Messrs. Callan, Charlton, and Eshelman.

Office of the Attorney General: Rieyn DeLony, Laura Lutkefedder.

MHT Staff: Rodney Little, Elizabeth Hughes, Charlie Hall, Michael Day, Nell Ziehl, LeeAnn Dickerson, Rebecca Schmitt, and Kathy Monday.

Guests: Juanita Moore Akida, Gina Vaughan, Courtney Wilson, Erik Neil, Bob Perkins, Warren Cox, Kay Perkins, Dick Krueger, Nakita Reed, June White Dillard, Lisa Glen, Jordan Glenn, Dione Jacobs.

**Committee Only*

L1 CALL TO ORDER

Mr. Edson, Chair, called the meeting to order at 10:04 a.m. He introduced MHT interns LeeAnn Dickerson and Rebecca Schmitt to the Board and welcomed OAG intern Laura Lutkefedder.

David Turner and June White Dillard then welcomed the Board to Prince George's County and made introductory remarks.

L2 APPROVAL OF MINUTES

Mr. Callan made a motion, seconded by Mr. Turner, that the April 3, 2014 minutes be approved as submitted. The motion was approved unanimously.

L3 COMMITTEE REPORTS

L100 Capital Programs

L101R Academy Art Museum Easement Modification Request

Michael Day reported that on December 20, 2013 a request to discuss the possibility of enclosing the rear courtyard of the Academy Art Museum in Easton was submitted to the Director. The Deed of Easement for the Academy Art Museum currently prohibits any new construction. At the time of review, January 7, 2014, the Director did not believe new construction possible on the parcel (due to earlier, pre-easement construction); therefore the January 16, 2014 letter stated that “the Trust will not consider modification of the Deed of Easement.”

Following a second review of more defined preliminary plans; the Director determined that construction may be appropriate with some modifications to the preliminary plans. This was outlined in the Director’s April 29, 2014 correspondence which stated, “If the Board of Trustees approves the amendment to the easement, we believe that an approvable design can be developed, provided that it meets the following two conditions:

- There must be an open buffer of a minimum of five feet between the historic elevations and the proposed new construction. This should provide adequate separation and distance to adequately control moisture runoff and splashing. It would provide accessibility for periodic maintenance of the historic material. And it would retain both the visibility of the historic buildings and the distinction between historic and new construction.
- There must be careful technical provision for at grade runoff and drainage. At our meeting it was apparent that the existing historic fabric within the courtyard is experiencing some moisture penetration and retention. The cause should be determined and may have been exacerbated by decreased evaporation associated with the enclosure of the courtyard. Whatever the cause, adequate drainage within the buffer (e.g., French drain, etc.) should help alleviate the problem.”

Mr. Day noted that representatives of the Academy are here today to request that the Board modify the easement.

Rodney Little introduced Erik Neil, the Director of the Academy Art Museum, who then presented background information about the mission and work of the Academy and the reason for their request to modify the easement. Discussion followed his presentation.

Dr. Delgado made a motion, seconded by Mr. Stek, to approve the following resolution. The motion was approved unanimously.

RESOLVED, by the Board of Trustees of the Maryland Historical Trust that the Maryland Historical Trust approves the request to modify the Deed of Easement for the Academy Art Museum, located at 106 South Street in Talbot County, to make the easement consistent with the standard deed of easement form, adding a phrase that says, “Without the Director’s consent, no new construction.”

L102R B&O Railroad Museum Loan Modification

Courtney Wilson, Director of the B&O Railroad Museum, provided background information about the B&O Railroad loan modification request. He explained that in February 2003, the massive roof of the Roundhouse at the B&O Railroad Museum collapsed under the weight of a heavy snowstorm. The building was severely damaged as was much of the collection of one-of-a-kind historic rail running gear displayed inside the Roundhouse.

In response, the Governor submitted a Supplemental Budget request for the Capital Budget for FY2004 which the General Assembly passed appropriating \$450,000 for the Historic Preservation Loan Fund for MHT's Historic Preservation Loan Program "to assist the Baltimore and Ohio Railroad Museum repair damage caused by the collapse of the museum roof." Subsequently, insurance proceeds were determined adequate to restore the damage to the Roundhouse building, but did not adequately cover repairs to the Museum's collection. The loan funds were therefore used to repair those railcars that had been damaged by the storm event.

Mr. Wilson then went on to discuss the financial and other challenges that the museum is currently facing and asked that the Board recommend to the Board of Public Works that the loan be forgiven.

Chuck Edson noted that it would be necessary to consider this item in closed session in order to prevent disclosure of trade secrets, confidential commercial information and confidential financial information.

As permitted by the Open Meetings Act, Annotated Code of Maryland, State Government Article, Section 10-508(a)(13), Dr. Delgado moved, seconded by Mr. Eshelman, that the Board adjourn to closed session, to comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosure about a particular matter. The motion was approved unanimously.

In open session, Dr. Delgado made a motion to approve the following resolution, seconded by Mr. Luckenbach. The motion was approved unanimously.

RESOLVED, that the Maryland Historical Trust Board of Trustees strongly recommends that the Board of Public Works reconsider the terms of the \$450,000 FY2004 loan to the Baltimore & Ohio Railroad, Museum, Inc. for the repair and rehabilitation of historic transportation items in recognition of the outstanding contributions of the museum to the community and the museum's ongoing preservation needs.

L103 Hurricane Sandy Grants Report

Elizabeth Hughes reported on the grants workshops and other outreach conducted by staff during the Hurricane Sandy grant application period. The deadline for grant applications has now passed, and staff have reviewed and ranked applications for funding. Ms. Hughes reported on the projects that will be recommended for funding to the National Park Service (NPS). NPS approvals are expected to take approximately 30 days.

L200 Survey, Registration, Community Education & Museums

L201R MHT Collections Policy

Charlie Hall explained to the Board that the Maryland Historical Trust (MHT) General Collections Policy provides a unified framework that will guide MHT's future collection of archeological artifacts, historical objects, and other material remnants of Maryland's heritage. Using the standards of the American Association of Museums as a general guide, this policy defines the collection responsibilities, policies, and procedures for each of the MHT's individual Administrative Programs.

The General Collections Policy was originally drafted by Alice Merrill and Wayne Clark in 1995. In 2008 the Collections Committee appointed a subcommittee consisting of Charlie Hall, Becky Morehouse, and Mary Alexander, with legal guidance provided by Assistant Attorney General Philip Deters, to undertake a much needed and long overdue revision of the policy. By July of 2010 a substantial revision of the policy had been completed and was circulated to each of the MHT Office Chiefs for review. All issues identified during this review have now been addressed.

At the Collections Committee's regularly scheduled quarterly meeting held on May 5th, 2011, the Committee unanimously voted to recommend adoption of the revised Policy, conditioned on the resolution of the treatment of the Architectural Collection. At the Collections Committee's meeting held on October 24th, 2013, the final draft was presented and accepted. The policy has been reviewed by the MHT Director and the Maryland Advisory Committee on Archeology. The Board is being asked to review and act on the policy today. If the Board grants approval, the policy will be forwarded on to the Secretary of MDP for action.

Mr. Eshelman opined that the "Zoological Type Collection" was misnamed and asked that it be referred to in the policy as a "Zoological Comparative Collection."

Mr. Callan made a motion, seconded by Ms. Conn, to approve the following resolution. The motion was approved unanimously.

RESOLVED, that the Board of Trustees of the Maryland Historical Trust adopts the Maryland Historical Trust General Collections Policy.

L202R JPPM Strategic Plan

Mark Thompson reported that development of the JPPM Strategic Plan began in 2012 with the completion of an Organizational Assessment through the Museum Assessment Program (MAP) of the American Alliance of Museums. In December 2013, JPPM's Executive Director completed an initial draft of this plan, relying heavily on the recommendations included in the Organizational Assessment. Through a series of successive drafts reviewed by JPPM staff, volunteers, the Friends of JPPM Board, the JPPM Advisory Committee, the State Historic

Preservation Officer, and the Deputy State Historic Preservation Officer, the plan evolved into this final version.

The plan is organized around four goals: 1. Enhance the Visitor Experience; 2. Increase Visitation; 3. Serve as better stewards of the environment, JPPM buildings, and the park landscape; and, 4. Make JPPM a more satisfying and professional place to work. Each goal has associated measures of success and action steps that identify project leaders, required resources, and a timeline for implementation. This 3 year plan will expire on April 30, 2017.

Ms. Conn made a motion, seconded by Mr. Callan, to approve the following resolution. The motion was approved unanimously.

RESOLVED, that the Board of Trustees of the Maryland Historical Trust adopts the Jefferson Patterson Park and Museum Strategic Plan effective May 1, 2014 through April 30, 2017.

L203 MHT Special Prize in Historic Preservation – Presentation by award recipients

Elizabeth Hughes explained that Maryland History Day is a program of the Maryland Humanities Council. Maryland History Day is the state affiliate of the National History Day, an innovative nationwide program bringing history to life for middle and high school students. Working individually or in groups, students research historical topics of their choice based on an annual theme and present their findings and ideas in research papers, museum-type exhibits, dramatic performances, and multimedia documentaries. History and social studies professionals judge the work at local competitions, and the best of these projects are showcased at the Maryland History Day event held in the spring of each year. Finally, winning projects represent Maryland at the National History Day contest held each June at the University of Maryland, College Park.

MHT sponsors a “Special Prize in Historic Preservation” in both the junior division (middle school) and senior division (high school) categories. Winners receive a cash prize and a plaque with the name of the Maryland Historical Trust, and sponsorship is also acknowledged in the Maryland History Day program, the National History Day program, and in press releases containing the names of Maryland History Day winners. In addition, schools receive information about the Maryland Historical Trust award at the time that History Day projects are solicited for the competition.

In 2014, Dione Jacobs and Jordan Glenn of Dr. Henry A. Wise Senior High School in Prince George’s County won the MHT prize for the exhibit “The Ridgeley Rosenwald School” and Amy Krimm and Madeline Merrill of Eastern Middle School in Montgomery County won the MHT prize for the website “The Native American Repatriation Movement: The Balance of Rights and Responsibilities.”

Elizabeth Hughes then introduced Miss Jacobs and Miss Glenn who made a presentation to the Board on their project about the Ridgeley Rosenwald School.

L204R CLG Grant Awards

Nell Ziehl reported that staff solicited and reviewed applications for Certified Local Government (CLG) fund requests totaling \$106,528 in FFY2014. She then reviewed the projects that were ranked highest according to the published guidelines and criteria.

Mr. Eshelman made a motion, seconded by Mr. Callan, to approve the following resolution. The motion was approved unanimously.

RESOLVED, that the Maryland Historical Trust Board of Trustees approves federal FY 2014 Certified Local Government Grants-in-Aid in the amount of up to \$79,779 as set forth below, which have been approved by the State Historic Preservation Officer:

Charles County – Up to \$25,000 for the second phase of a pilot project, funded by the CLG grant program in FFY 2013, to supplement planning staff with a professional archeologist who can undertake development review in accordance with the Charles County Subdivision Code and Zoning Ordinance.

City of Cumberland – Up to \$17,304 to update the local historic district design guidelines for Cumberland, as well as the historic context for the Canal Place Preservation District. This update will help property owners and assist the Historic Preservation Commission in reviewing proposed changes within the districts.

St. Mary's County – Up to \$12,853 to hire a professional archaeologist to develop a pilot program focused on identification, documentation, and assessment of archeological resources in the county. This project will include recommendations for future steps to survey and develop sensitivity models, along with two public events to raise awareness about archeology in the county.

City of Frederick – Up to \$7,288 to document and bring to light the destruction of many of the city's significant historic places in a book titled "Lost Frederick." The purpose of the book and associated outreach is to build support for the retention (versus demolition) of Frederick's remaining resources.

Maryland Association of Historic District Commissions (on behalf of eligible CLGs) – Up to \$15,334 to provide educational and training programs for historic preservation commissions, including scholarships for historic preservation commissioners and staff to attend the 2014 National Alliance of Preservation Commissions' Forum in Philadelphia, PA. Forum is the only national historic preservation educational event that provides training specifically for historic preservation commissioners and staff. MAHDC will receive an administrative fee of \$2,000 to distribute funds.

L300 Management & Planning

L301 FY2014 Budget & Legislation - Report

Mr. Little reported that the recent report regarding a downturn in state revenues have the potential to result in some reduction in state agency budgets. However, there is nothing to report at this time.

There is no report on legislation at this time.

L302 Litigation & Legal Issues – Report

Ms. DeLony reported that the Oliver House hearing is scheduled for trial in Baltimore City on 7/28/14. A 6/12/14 pre-trial conference has been scheduled.

L303 Appointment of Nominating Committee

Mr. Edson reported that he had appointed Jim Lighthizer as the Chair of the MHT Board Nominating Committee and had appointed Amanda Conn, Larry Gibson, and Barrie Tilghman as members of the Committee.

Meeting adjourned at 12:20 PM.

Mr. Charles L. Edson, Chair

J. Rodney Little, Director