

## Minutes of the Annual Meeting, October 11, 2014

### Board of Regents of Gunston Hall, Inc.

#### OPENING SESSION

Hilary Gripekoven, First Regent, called the meeting to order at 8:45 a.m. Saturday, October 11, 2014.

**Roll Call:** Secretary Virginia Snider called the roll and a quorum was present. Unless otherwise noted, the following Regents were in attendance:

MOODY, Marcy, (Mrs. David Thomas Moody), NSCDA President- EXCUSED  
 TOWERS, Laura, (Mrs. Laura Reynolds Towers), President of the Virginia Society  
 GRIPEKOVEN, Hilary (Mrs. Price Gripekoven), First Regent  
 LINN Julie, (Mrs. Marshall George Linn, III), Vice Regent  
 BARBEY, Anita (Mrs. Todd S. Liebow)  
 BARGANIER, Jane (Mrs. James Irby Barganier)  
 BELL, Ruth (Mrs. Lewis William Bell) EXCUSED  
 BLAYLOCK, Elaine (Mrs. William B. Blaylock)  
 BLODGETT, Weasy (Mrs. William Allen Blodgett) EXCUSED  
 BOWMAN, Anna (Mrs. Dana Gibson Bowman) EXCUSED  
 BROKAW, Allison (Mrs. Roberts Wyckoff Brokaw)  
 CLEARY, Helen Bragg (Mrs. Richard S. Cleary)  
 COOKE, Torrey (Mrs. John B. Cooke)  
 COX, Hannah (Mrs. Henry Bartholomew Cox)  
 CROCKETT, Peg (Mrs. George Crockett) EXCUSED  
 FIELD, Tibbie (Mrs. Robert B. Field)  
 GIDDENS, Harrison (Mrs. Thomas L. Giddens)  
 GOODYEAR, Sally (Mrs. David L. Goodyear)  
 GRAINGER, Jean (Miss Jean Cameron Grainger)  
 GRAYSON, Priscilla (Mrs. Cary T. Grayson, Jr.)  
 GROVE, Penn (Mrs. Thomas R. Grove)  
 HARNEY, Alice (Mrs. John Mathews, Harney, Jr.)  
 HILL, Sara (Mrs. Harry R. Hill, Jr.)  
 HUNT, Melanie (Mrs. Marshall Hunt)  
 JENKINS, Avery (Miss Winafrid Avery Jenkins)  
 JENKINS, Margery (Mrs. John A. Jenkins)  
 JOHNSTON, Sally (Mrs. Michael Van Doren Johnston)  
 KENNEDY, Dianne (Mrs. Walker Kennedy, Jr.)  
 KEUFFEL, Nancy (Mrs. Gerd Hans Keuffel)  
 KINGSTON, Libby (Mrs. John Heddens Kingston)  
 KNOWLES, Brantley (Mrs. Peter I. C. Knowles, II)

Approved 10/13/2014

LINVILLE, Barbara (Mrs. David G Linville)  
 LOUGHLIN, Cissy (Mrs. David Castello Loughlin)  
 MATTINGLY, Linda (Mrs. Richard V. Mattingly, Jr.)  
 MCGINNIS, Jean (Dr. Jean Gray McGinnis)  
 McMILLAN, Tia (Mrs. Robert Andrew McMillan)  
 MERRILL, Anne Rhett (Mrs. Hugh A. Merrill)  
 MILLARD, Mary (Mrs. Charles E. Millard, Jr.)  
 OSBORN, Kandi (Mrs. Steele Bartley Osborn) EXCUSED  
 PETERS, Betsy (Mrs. William Anthony Peters, III)  
 RAAB Wylie (Mrs. Henry R. Raab)  
 RAVENEL Shannon (Mrs. Henry Laurence Bee Ravenel)  
 RILEY Anne (Mrs. James Ward Riley, Jr.)  
 SCOTT, Becky (Mrs. Morin Montague Scott)  
 SNIDER, Virginia S. (Mrs. Ronald A. Snider)  
 TARBUTTON, Gena (Mrs. Hugh McMaster Tarbutton) EXCUSED  
 TAYLOR, Helen (Mrs. Benjamin Walter Taylor, Jr.)  
 VAN ALLEN, Susan (Mrs. John Van Allen)  
 VAN DYKE, Rowena (Mrs. Jacob Van Dyke, Jr.)  
 WALTON, Sis (Mrs. Jonathan T. Walton)  
 WHITE, Gina (Mrs. Stephen Hopkins White)  
 WILCOX, Ruth (Mrs. Jerry Wayne Wilcox) EXCUSED

No Former Regents were present.

Also present were 2014 OBSERVERS:

CAHN von SEELEN, Kristin (Mrs. Ulf Manfred Cahn von Seelen)  
 CAYLOR, Margo, (Mrs. Robert C. Caylor II)  
 FLANDERS, Martha. (Mrs. Dudley Dean Flanders)  
 KANE, Gale, (Mrs. Robert Muder Kane)  
 DAVIS, Kit, (Ms. Katherine McCracken Davis )  
 McATEER, Nancy, (Mrs. Thomas Knight McAteer)  
 SHUTKIN, Kathie, (Mrs. John A. Shutkin )

**Approval of the minutes:** The minutes of the April 2014 Semi Annual Meeting of the Board of Regents were unanimously approved as distributed electronically by Secretary Snider.

The Regent Manuals have been updated, and the new material was distributed to all Regents and observers at the meeting.

The Regents recited the Pledge of Allegiance, and Kit Davis led the Regents in singing "God Bless America".

**Remarks of the First Regent:** Hilary Gripekoven welcomed all.

**Introduction of Observers:** Jean Grainger, New Regent Training Leader, introduced the new observers (listed above) who will become Gunston Hall Regents for a five-year term (2014-2019) when officially appointed by the Governor of the Commonwealth of Virginia.

**Treasurer's Report:** Elaine Blaylock that funds were available and presented three recommendations from the Finance Committee to be voted upon by the BRGHI Monday, October 13, 2014 at the closing session of this annual meeting.

1. To fund the hiring of an administrative assistant for financial and development needs. Specifically to help Administrative Specialist, Lena McAllister, as well as to help in the processing of the Friends of Gunston Hall solicitation mailings.
2. To fund for the mansion: a new upgraded, web-based security system; a new updated fire suppression system; and a generator back up system for the mansion.
3. To fund a new branding initiative in line with our new mission statement.

**Remarks of the Executive Director, Scott Stroh:** Director Scott Stroh introduced his leadership team and staff members. He reported that a Director of PR and Marketing, David Duvall, had been hired and will begin soon. All staff members will continue to work closely with the new committees formed from our strategic plan. He explained Vision 2016, the 240<sup>th</sup> anniversary of the ratification of the Virginia Declaration of Rights. This will launched on George Mason Day, Saturday, June 13, 2015 and continue for a full year of VDR related activities at Gunston Hall. It should coincide with the opening of the renovated quad and new educational exhibits scheduled for completion by George Mason Day, 2016.

The meeting was recessed until Monday, October 13, 2014 at 9:00 a.m.

## *CLOSING SESSION*

### *October 13, 2014*

First Regent Hilary Gripekoven reconvened the meeting at 8:45a.m.

The Regents recited the Pledge of Allegiance, and Kit Davis led all Regents in a patriotic song. .

**Roll Call:** Secretary Virginia Snider called the roll and a quorum was present. Unless otherwise noted, the following Regents were in attendance:

MOODY, Marcy, (Mrs. David Thomas Moody), NSCDA President, EXCUSED  
 TOWERS, Laura, (Mrs. Laura Reynolds Towers), President of the Virginia Society  
 GRIPEKOVEN, Hilary (Mrs. Price Gripekoven), First Regent  
 LINN Julie, (Mrs. Marshall George Linn, III), Vice Regent  
 BARBEY, Anita (Mrs. Todd S. Lie bow)  
 BARGANIER, Jane (Mrs. James Irby Bargainer)  
 BELL, Ruth (Mrs. Lewis William Bell) EXCUSED  
 BLAYLOCK, Elaine (Mrs. William B. Blaylock)

BLODGETT, Weary (Mrs. William Allen Blodgett) EXCUSED  
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COOKE, Torrey (Mrs. John B. Cooke)  
COX, Hannah (Mrs. Henry Bartholomew Cox)  
CROCKETT, Peg (Mrs. George Crockett) EXCUSED  
FIELD, Tibbie (Mrs. Robert B. Field)  
GIDDENS, Harrison (Mrs. Thomas L. Giddens)  
GOODYEAR, Sally (Mrs. David L. Goodyear) EXCUSED  
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GROVE, Penn (Mrs. Thomas R. Grove)  
HARNEY, Alice (Mrs. John Mathews, Harney, Jr.)  
HILL, Sara (Mrs. Harry R. Hill, Jr.)  
HUNT, Melanie (Mrs. Marshall Hunt)  
JENKINS, Avery (Miss Winafrid Avery Jenkins)  
JENKINS, Margery (Mrs. John A. Jenkins)  
JOHNSTON, Sally (Mrs. Michael Van Doren Johnston) EXCUSED  
KENNEDY, Dianne (Mrs. Walker Kennedy, Jr.)  
KEUFFEL, Nancy (Mrs. Gerd Hans Keuffel)  
KINGSTON, Libby (Mrs. John Heddens Kingston)  
KNOWLES, Brantley (Mrs. Peter I. C. Knowles, II)  
LINVILLE, Barbara (Mrs. David G Linville)  
LOUGHLIN, Cissy (Mrs. David Castello Loughlin)  
MATTINGLY, Linda (Mrs. Richard V. Mattingly, Jr.)  
McGINNIS, Jean (Dr. Jean Gray McGinnis)  
McMILLAN, Tia (Mrs. Robert Andrew McMillan)  
MERRILL, Anne Rhett (Mrs. Hugh A. Merrill)  
MILLARD, Mary (Mrs. Charles E. Millard, Jr.)  
OSBORN, Kandi (Mrs. Steele Bartley Osborn) EXCUSED  
PETERS, Betsy (Mrs. William Anthony Peters, III)  
RAAB Wylie (Mrs. Henry R. Raab)  
RAVENEL Shannon (Mrs. Henry Laurence Bee Ravenel)  
RILEY Anne (Mrs. James Ward Riley, Jr.)  
SCOTT, Becky (Mrs. Morin Montague Scott)  
SNIDER, Virginia S. (Mrs. Ronald A. Snider)  
TARBUTTON, Gena (Mrs. Hugh McMaster Tarbutton) EXCUSED  
TAYLOR, Helen (Mrs. Benjamin Walter Taylor, Jr.)  
VAN ALLEN, Susan (Mrs. John Van Allen)  
VAN DYKE, Rowena (Mrs. Jacob Van Dyke, Jr.)  
WALTON, Sis (Mrs. Jonathan T. Walton)  
WHITE, Gina (Mrs. Stephen Hopkins White)  
WILCOX, Ruth (Mrs. Jerry Wayne Wilcox) EXCUSED

No Former Regents were present.

**2014 OBSERVERS:**

CAHN von SEELEN, Kristin (Mrs. Ulf Manfred Cahn von Seelen)  
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 DAVIS, Kit, (Ms. Katherine McCracken Davis)  
 McATEER, Nancy, (Mrs. Thomas Knight McAteer)  
 SHUTKIN, Kathie, (Mrs. John A. Shutkin)

**Executive Director Scott Stroh:** Director Stroh recommended to the Board the hiring of a Director of Education in order to maximize the skillset of the current employees and in keeping with our new mission statement. This is a position that is vacant and is not a newly created position. The board unanimously approved that the process be initiated to fill the vacancy as soon as possible.

**Report of the Treasurer:** Elaine Blaylock distributed consolidated financial statements and auditor's report of June 30, 2014 of BRGHI and Affiliate for review and discussion. A vote was taken and the Board unanimously approved the financial statements as distributed. (See revised financial statement attached.)

Committees were reminded that they need to seek approval from the Treasurer for all non-budgeted expenses.

Mrs. Blaylock called for a vote on the hiring of an administrative assistant for financial and development needs, specifically to help Administrative Specialist, Lena McAllister, as well as to help in the processing of the Friends of Gunston Hall solicitation mailings. The board unanimously approved this recommendation.

Mrs. Blaylock called for a vote to upgrade the mansion security system, install a new updated fire suppression system, as well as a generator back up system for the mansion. The board unanimously approved all.

Mrs. Blaylock called for a vote to go forward with a new branding initiative in line with our new mission statement. The board unanimously approved the recommendation.

**Governance Committee:** Tia McMillan submitted to the Board the recommendation from the Governance Committee to approve the revised Standing Rules as electronically distributed. The Board voted unanimously to approve the Standing Rules as distributed.

**Nominating Committee:** Shannon Ravenel reported that the Regent Nominating Committee recommended that Ms. Winafriid Avery Jenkins to fill the Treasurer's position for a three year term. (2014-2017). The Board unanimously voted to approve Ms. Jenkins as Treasurer.

**Commonwealth of Virginia Relations:** A report of the committee was given by chair Wylie Raab recommending to the Board for approval a letter be sent on behalf of the Board to Sen. Puller requesting that she sponsor a resolution to the Virginia Legislature that 2016 be celebrated as the 240<sup>th</sup> Anniversary of the Virginia Declaration of Rights. The Board voted unanimously to approve a letter be sent to Sen. Puller and all Regents are signing the letter to Sen. Puller.

**First Regent:** First Regent, Hilary Gripekoven presented to the Board for approval the following names for a one-year term on the Executive Committee (2014-2015):

Allison Brokaw

Hannah Cox

Sara Hill

Nancy Keuffel

Brantley Knowles

Gena Tarbutton

The vote was unanimous to accept the above for the Executive Committee.

### **Adjournment**

Hearing no further business, First Regent Hilary Gripekoven called for a motion to adjourn the meeting. The motion was made, seconded, and carried.

***Vice Regent Julie Linn announced that the Board of Regents would now hear reports from committees that, while not a part of the Board of Regents of Gunston Hall, have duties that affect its operation.***

**Report of the Regent Fund Trustees:** In the absence of Chair Pearl Adamson, Tia McMillan gave a final report for the Gunston Hall Regents Fund Trustees. At the meeting of the Regents Fund Trustees Friday, April 4, 2014, the merger between the Gunston Hall Regents Fund and The Board of Regents of Gunston Hall, Incorporated was approved. The merger dissolves the Gunston Hall Regents Fund Board of Trustees.

The former Gunston Hall Regents Fund Trustees met jointly on Friday, October 10, 2014 with the Finance Committee. Former Regents Fund Trustees in attendance were Tia McMillan, Avery Jenkins, and Virginia Snider.

**Report of the Nominating Committee for Regents:** Chair Cissy Loughlin reported that the following members of The National Society of The Colonial Dames of America (NSCDA) who have been proposed by their Corporate Societies and approved by the Nominating Committee for Regents of Gunston Hall for their first 5-year term as Regents:

Mrs. Ulf Manfred Cahn von Seelen

Mrs. Dudley Dean Flanders

Ms. Katherine McCracken Davis

Mrs. Thomas Knight McAteer

Mrs. John A. Shutkin

Mrs. Walker Kennedy, Jr. has withdrawn her resignation so she can continue her term. The following members of the NSCDA have agree to serve a second 5-year term as

Regent:

Alabama	Mrs. James I. Barganier
At Large	Mrs. Ronald A. Snider (Alabama)
At Large	Mrs. Hugh M. Tarbutton (Georgia)
Maine	Ms. Winafrid Avery Jenkins
Minnesota	Mrs. Steele B. Osborn
Nevada	Mrs. George Crockett
New Jersey	Mrs. Harry R. Jill, Jr.
North Carolina	Mrs. David C. Loughlin
Oklahoma	Mrs. Robert Muder Kane
Oregon	Mrs. Todd S. Liebow
Rhode Island	Mrs. Charles E. Millard
Washington	Mrs. William A. Peters III

Following National Board approval, the above names will be sent to the Governor of the Commonwealth of Virginia for appointment.

**Report of the Gunston Hall Foundation:** Sara Hill reported for Chair Susan Van Allen that the committee met on Friday, October 10, 2014. Present were Susan Van Allen, Avery Jenkins, and Virginia Snider, ex officio Elaine Blaylock, Hilary Gripekoven and Julie Linn. Mr. Jim Kanuch from the firm of Watkins Meegan presented the audit report with no issues.

A Foundation bylaws change in the terms of vice president and secretary were approved. The election of Avery Jenkins and Virginia Snider for four-year terms was confirmed. Sara Hill was reelected for a four-year term.

The planned giving brochure needs to be updated after review by Director Scott Stroh. The search for a director of development is on-going.

Respectfully submitted,  
Virginia S. Snider  
Virginia S. Snider, Secretary