

Minutes of the Annual Meeting
Board of Regents of Gunston Hall Incorporated
Saturday, September 29, 2018

Helen Bragg Cleary, First Regent, called the Opening session of the Annual Meeting to order at 8:41 a.m.

Kit Davis led us singing God Bless America.

Penn Grove led us in The Lord's Prayer.

Brantley Knowles led the Pledge of Allegiance.

Roll Call: Secretary Margo Caylor called the roll. The following Regents were present unless noted:

Duff, Anna (Mrs. Steven Wayne Duff), NSCDA President

Carey, Molly (Mrs. Christopher Carey), President Virginia Society

Cleary, Helen Bragg (Mrs. Richard S. Cleary), First Regent

McAteer, Nancy (Mrs. Thomas Knight McAteer), Vice Regent

Jenkins, Avery (Miss Winafrid Avery Jenkins), Treasurer

Davis, Kit (Ms. Katherine McCracken Davis), Assistant Treasurer

Caylor, Margo (Mrs. Robert C. Caylor, II), Recording Secretary

McLeod, Dotsie (Mrs. Alexander C. McLeod), Corresponding Secretary

Allen, Jodie (Mrs. John Robert Allen)

Barganier, Jane (Mrs. James Irby Barganier)

Approved, April 6, 2019

Bujosa, Homoiselle (Ms. Homoiselle Fay Sadler Bujosa)
Cooke, Torrey (Mrs. John P. Cooke)
Cox, Hannah (Mrs. H. Bartholomew Cox)
Crockett, Peg (Mrs. Margaret Crockett) **EXCUSED**
Giddens, Harrison (Mrs. Thomas L. Giddens)
Grainger, Jean (Miss Jean Cameron Grainger)
Grove, Penn (Mrs. Thomas R. Grove)
Hill, Sara (Mrs. Harry R. Hill, Jr.)
Hockensmith, Stephanie (Mrs. David Hockensmith)
Keuffel, Nancy (Nancy Wickoff Hudler Keuffel)
Kingston, Libby (Mrs. John Heddens Kingston)
Knowles, Brantley (Mrs. Peter I. C. Knowles, II)
Linville, Barbara (Mrs. David Linville)
Loughlin, Cissy (Mrs. David Castello Loughlin) **EXCUSED**
Love, Christy (Ms. Mary Christine Love) **EXCUSED**
McMillan, Tia (Mrs. Robert Andrew McMillan)
Millard, Mary (Mrs. Charles E. Millard, Jr.) **EXCUSED**
Osborn, Kandi (Harriet Van Kennen Osborn) **EXCUSED**
Parker, Karen (Mrs. James Landrum Parker)
Payne, Nell (Miss Penelope Payne)
Perry, Lou (Mrs. Robert H. Perry)
Peters, Betsy (Mrs. William Anthony Peters, III)
Rea, Ann (Mrs. Edgar Matthew Rea, III)

Approved, April 6, 2019

Rimmer, Martha (Mrs. Thomas W. Rimmer)

Robertson, Susan (Mrs. Henry B. Robertson)

Rush, Carol (Ms. Carol F. Rush)

Seymour, Emmy (Mrs. Geoffrey Seymour)

Shutkin, Kathie (Mrs. John A. Shutkin) **EXCUSED**

Snider, Virginia S. (Mrs. Ronald Albert Snider) **EXCUSED**

Solomon, Carol (Mrs. Stephen G. Solomon) **EXCUSED**

Trace, Paige (Mrs. Jonathan Trace)

Van Dyke, Rowena (Mrs. Jacob Van Dyke, Jr.)

Walton, Sis (Mrs. Jonathan T. Walton)

White, Gina (Mrs. Stephen Hopkins White)

Williams, Caro, (Mrs. Graham Berkeley Williams)

The required Quorum was established.

The following Observers were present unless otherwise noted:

Caldwell, Andrée Markoe (Mrs. Andrée M. Caldwell) **EXCUSED**

Copes, Elizabeth MacKenzie (Mrs. Mark A. Copes) **EXCUSED**

Finley, Virginia “Ginger” G. (Mrs. Edward Smoot Finley)

Nicholson, Virginia Carswell (Mrs. Justin Marshall Nicholson)

Postma, Sara Lynn Cline (Mrs. Jan Hendrick Postma)

Schaeffer, Ann Frunald Taylor (Mrs. Ronald Lester Schaeffer)

Walter, Dale Drennen (Mrs. Henry Walter, III)

White, Nancy Dempster (Mrs. R. Douglas White)

Approved, April 6, 2019

Jean Grainger *Moved to accept the revised minutes of the April 7, 2018 Semi-Annual Meeting as distributed by e-mail.* Jane Barganier seconded the Motion.

MOTION CARRIED.

Nancy Keuffel *Moved to accept the summary of the Executive Committee's actions since the April 2018 Annual meeting.* Brantley seconded the Motion. **MOTION CARRIED.**

Actions taken by the Executive Committee yesterday, September 28, will be distributed in folders for review prior to a vote by full Board at the Closing Session.

First Regent Helen Bragg Cleary gave her report stating that since our April Semi-Annual Meeting of the BRGHI, much has occurred. First, we formed an Ad Hoc Garden Committee to raise money for the Garden Restoration Project. She recognized the members of that committee: Nancy Keuffel, Susan Robertson, Hannah Cox, Nancy McAteer, Harrison Giddens, Helen Bragg Cleary, Executive Director Scott Stroh and Development Assistant Becky Finn. This committee was charged with identifying potential prospects, coordinating our efforts, and making introductions. In late May, we received the news of the Cabell Foundation challenge grant of \$250,000, which added tremendous momentum to our fundraising efforts.

In early June, the Former Regents Advisory Committee sent a letter to all the Formers about the Garden Restoration Project and the Cabell Foundation challenge grant. We have had a good response from Former Regents who want to support the Garden Project. Also in June, the Executive Committee attended a garden party at the beautiful riverfront home of Henrietta and Taylor Burke that was an effort to introduce the Garden Restoration Project to interested neighbors and community members. Taylor Burke is a Mason descendant. This event resulted in more gifts.

The Ad Hoc Garden Committee met regularly by conference call throughout the summer. We are pleased to announce that we have been able to raise the \$250,000 needed to receive the Cabell Foundation Grant. To date, the BRGHI has raised \$1.14 million towards our \$2 million goal. While fundraising for the garden will

continue in earnest until we meet our total goal, we are able to break ground on the garden this fall.

She was also pleased to report that our January annual appeal to the Dames was very successful, surpassing our budgeted goal. We had hoped to raise \$137,000 and brought in a little over \$141,000 – all of this for operating expenses. A huge thank you to the Business Committee and staff for facilitating this annual appeal.

The Executive Committee works tirelessly on behalf of the Board when the Board is not in session. Helen Bragg recognized Vice Regent Nancy McAteer, Treasurer Avery Jenkins, Assistant Treasurer Kit Davis, Secretary Margo Caylor, Corresponding Secretary Dotsie McLeod, Parliamentarian Cissy Loughlin, Jane Barganier, Harrison Giddens, National President, Anna Duff, and Executive Director Scott Stroh. It is the responsibility of the Executive Committee to review the Executive Director's performance for the year at our June meeting. She was happy to report that the Executive Committee was very pleased with Scott's leadership and accomplishments for FY2018.

At the June Executive Committee meeting at Gunston Hall, we had an excellent discussion with staff members on the next strategic plan. This discussion was so good that it served as the launching pad for the mission, values, and goals that Nancy McAteer will be reporting later today. Thank you to Nancy and Becky Martin for taking the lead on this important undertaking.

The Executive Committee and Harrison Giddens, as chair of Public Relations and Marketing, had the opportunity to preview some of the website prototypes including font type, color choices, ease of access. We look forward to seeing Bean Creative's presentation later today on the new website.

Dora Rogers, National Society Treasurer, and the Finance Committee determined to transfer a portion of the corpus of the Golden Jubilee Fund to the BRGHI to be held and managed by the Board of Regents. This corpus amounted to a little more than \$217,000. Formerly, the National Society invested this money for Gunston Hall's benefit. Given that one of the goals of our current strategic plan is to grow the Gunston Hall Foundation to \$5.2 million, it was determined to transfer \$200,000 from the BRGHI investment account (in quarterly installments beginning

October 1) to the Gunston Hall Foundation. With this transfer, the goal of growing the Gunston Hall Foundation to \$5.2 million will have been reached.

A task force was assembled later in the summer to consider the best structure and roles for the Gunston Hall Foundation and the BRGHI to benefit Gunston Hall. We need to align and clarify the respective roles of the BRGHI and the GH Foundation. Sara Hill chairs this task force. Members are Kit Davis, Avery Jenkins, Virginia Snider, Rowena van Dyke, Sis Walton, Nancy McAteer, Helen Bragg Cleary, Scott Stroh and Lena McAllister.

The Arrangements Committee of Jane Barganier and Hannah Cox have worked hard to organize our wonderful dinners and our Monday field trip. A round of applause was given for their hard work.

Gunston Hall hosted two naturalization ceremonies this summer with Nancy McAteer and Nell Payne giving the welcoming remarks respectively.

In addition, Helen Bragg recognized our staff for their incredible enthusiasm and professionalism day in and day out. These qualities will be even more important as we take on the challenge of renovating/repairing the visitor center, removing the HVAC at the mansion, and connecting to County Water – while going forward with business as usual at Gunston Hall and providing an exceptional guest experience.

We welcomed our new Observers and assured them that, in no time, they will be just as passionate about George Mason and Gunston Hall as all the Board, staff, docents, and volunteers.

Scott Stroh gave the Executive Director report and thanked the Regents for attending the Annual Meeting at Gunston Hall. Scott mentioned that he started at Gunston Hall five years ago and, in that time, Gunston Hall has come a very long way. When he was hired, the Regents asked that the Executive Director positively present and represent Gunston Hall with the local community and constituent groups, public officials and agencies, and professional organizations. The Regents also asked the Executive Director to actively develop partnerships and collaborations with other organizations. Scott said that these efforts have been very successful and that Gunston Hall is now an anchor in the community.

Additionally, Gunston Hall has new branding with Harrison Giddens' help leading that committee. Further, the 240th celebration of the ratification of George Mason's "Virginia Declaration of Rights" was another success concluding with the symposium in Philadelphia at the National Constitution Center. Organizations are eager to collaborate with Gunston Hall, including George Mason University and Fairfax County Public Schools, and we are still growing. Now, with the Garden Restoration, we will be connecting with new audiences in the community, particularly various local garden clubs.

Scott also mentioned the Regents' strong interest in historic preservation and general maintenance of the Mansion, Visitors Center, etc. Significant attention has been given to the Mansion in the last 5 years, including the new roof and the exterior wood restoration and painting. The repair and renovation of the Visitors Center, now underway, will be more aesthetically pleasing to our visitors with refreshed exhibits and exhibit space. The Education team has been working hard on new curricula that has been customized to different age groups to provide a better and more engaging experience. Events and programs like Cocktails by Candlelight are reaching the over 21 age group.

Gunston Hall will soon be launching the new Website that is expected to give a newly energized and user-friendly face to our visitors and a fun way to encourage interest in our programs and activities. Scott also encouraged the Regents to view the new interpretive signs on the property, thanks to the generosity of the Docents. Scott applauded the leadership of the BRGHI for the strategic plan that is a linchpin in planning for the future and for taking Gunston Hall forward. All of our efforts, whether guest analysis and looking at our audiences or rebranding or breaking ground on the Visitors Center renovation, when taken together are transformative. Similarly, we continue to grow, sustain, and support the team of staff and volunteers who do such great work. The collective team is like a jazz ensemble creating harmony and supporting the mission.

Kit Davis gave the Audit report which was a "clean audit" and said that the 990 tax return would be filed as an unmodified report with help of Lena and Scott. Scott will send an "Affirmation Letter" to the IRS reflecting the name change to BRGHI stating no material changes have been made.

Tia McMillan gave the Investment committee report as follows. The investment committee met with Davenport and Company, the investment advisor, on Monday, September 24. The BRGHI portfolio has grown 8% since its transfer to Davenport in the spring of 2017. Over \$200,000 was posted as investment income on the BRGHI end of fiscal year 2018 financial statement.

Due to the absence of the investment committee chair and in light of the fact that the committee had met on September 24, the scheduled meeting at Gunston Hall on Friday, September 28, was cancelled. Members of the investment committee are Virginia Snider (chair), Tia McMillan, Emmy Seymour, Kit Davis, Helen Bragg Cleary, Avery Jenkins, Nancy McAteer, and Jean Grainger.

Avery Jenkins gave the Finance committee report. Avery stated that Scott sent out the budget and variances, net income, etc. She asked that everyone review the reports as they will be voting on them at the Closing Session. Avery encouraged the Board to accept the Gift Acceptance Policy that the Executive Committee approved.

Scott stated that Gunston Hall did not receive the Save America's Treasure's Grant for the stone quoins and mortar project for the mansion. We are able to reapply if the Commonwealth of Virginia does not issue sufficient maintenance reserves to cover this project.

The form that appears in our folders was filed with the COV to be legally compliant with a deficit provision acknowledgment and it is in our file to provide transparency to our board.

Becky Finn has sent monthly emails of all donors to our State Regents and it specifies the type of donations. Please be sure to write thank you notes.

Current Regents' annual contributions (dues) are payable now. Observers' annual contributions (dues) will be due at the time of the Governor's appointment.

Announcements by Helen Bragg Cleary included the introduction of the Executive Committee. The new schedule of upcoming meeting dates is in the folders. We

will be hosting the Board of Visitors this evening for dinner, and special guests, Judy and John Herdeg, will attend.

At 9:37 a.m., Betsy Peters *moved to recess the BRGHI Meeting until Sunday, September 30, 2018 at 3 p.m.*. Dotsie McLeod seconded the motion. **MOTION CARRIED.**

Following the opening session, Glavé and Holmes representative Steven Blashfield presented on the garden reconstruction and updated us on the progress as part of our 20 year Master Plan. Steven shared that our courtyard is currently under construction and the current progress of our schedule.

Minutes of the Annual Meeting
Board of Regents of Gunston Hall Incorporated CLOSING SESSION
Sunday, September 30, 2018

First Regent Helen Bragg Cleary called to order the reconvened session of the Annual meeting for the Board of Regents of Gunston Hall, Incorporated at 2:33 p.m.

Kit Davis led us in the singing America the Beautiful.

Tia McMillan led the Lord 's Prayer.

Nancy Keuffel led the Pledge of Allegiance.

Roll Call: Secretary Margo Caylor called the roll. The following Regents were present unless noted:

Duff, Anna (Mrs. Steven Wayne Duff), NSCDA President

Carey, Molly (Mrs. Christopher Carey), President Virginia Society

Cleary, Helen Bragg (Mrs. Richard S. Cleary), First Regent

McAteer, Nancy (Mrs. Thomas Knight McAteer), Vice Regent

Jenkins, Avery (Miss Winafrid Avery Jenkins), Treasurer

Davis, Kit (Ms. Katherine McCracken Davis), Assistant Treasurer

Caylor, Margo (Mrs. Robert C. Caylor, II), Recording Secretary

McLeod, Dotsie (Mrs. Alexander C. McLeod), Corresponding Secretary

Approved, April 6, 2019

Allen, Jodie (Mrs. John Robert Allen) **EXCUSED**
Barganier, Jane (Mrs. James Irby Barganier)
Bujosa, Homoiselle (Ms. Homoiselle Fay Sadler Bujosa)
Cooke, Torrey (Mrs. John P. Cooke)
Cox, Hannah (Mrs. H. Bartholomew Cox)
Crockett, Peg (Mrs. Margaret Crockett) **EXCUSED**
Giddens, Harrison (Mrs. Thomas L. Giddens)
Grainger, Jean (Miss Jean Cameron Grainger)
Grove, Penn (Mrs. Thomas R. Grove)
Hill, Sara (Mrs. Harry R. Hill, Jr.)
Hockensmith, Stephanie (Mrs. David Hockensmith)
Keuffel, Nancy (Nancy Wickoff Hudler Keuffel)
Kingston, Libby (Mrs. John Heddens Kingston)
Knowles, Brantley (Mrs. Peter I. C. Knowles, II)
Linville, Barbara (Mrs. David Linville)
Loughlin, Cissy (Mrs. David Castello Loughlin) **EXCUSED**
Love, Christy (Ms. Mary Christine Love) **EXCUSED**
McMillan, Tia (Mrs. Robert Andrew McMillan)
Millard, Mary (Mrs. Charles E. Millard, Jr.) **EXCUSED**
Osborn, Kandi (Harriet Van Kennen Osborn) **EXCUSED**
Parker, Karen (Mrs. James Landrum Parker)
Payne, Nell (Miss Penelope Payne) **EXCUSED**

Approved, April 6, 2019

Perry, Lou (Mrs. Robert H. Perry)

Peters, Betsy (Mrs. William Anthony Peters, III)

Rea, Ann (Mrs. Edgar Matthew Rea, III)

Rimmer, Martha (Mrs. Thomas W. Rimmer)

Robertson, Susan (Mrs. Henry B. Robertson)

Rush, Carol (Ms. Carol F. Rush)

Seymour, Emmy (Mrs. Geoffrey Seymour)

Shutkin, Kathie (Mrs. John A. Shutkin) **EXCUSED**

Snider, Virginia S. (Mrs. Ronald Albert Snider) **EXCUSED**

Solomon, Carol (Mrs. Stephen G. Solomon) **EXCUSED**

Trace, Paige (Mrs. Jonathan Trace)

Van Dyke, Rowena (Mrs. Jacob Van Dyke, Jr.)

Walton, Sis (Mrs. Jonathan T. Walton)

White, Gina (Mrs. Stephen Hopkins White)

Williams, Caro (Mrs. Graham Berkeley Williams)

The required Quorum was established.

The following Observers were also present, unless noted:

Caldwell, Andree' Markoe (Mrs. Andree' M. Caldwell) **EXCUSED**

Copes, Elizabeth MacKenzie (Mrs. Mark A. Copes) **EXCUSED**

Finley, Virginia "Ginger" G. (Mrs. Edward Smoot Finley)

Nicholson, Virginia Carswell (Mrs. Justin Marshall Nicholson)

Postma, Sara Lynn Cline (Mrs. Jan Hendrick Postma)

Approved, April 6, 2019

Schaeffer, Ann Frunald Taylor (Mrs. Ronald Lester Schaeffer)

Walter, Dale Drennen (Mrs. Henry Walter, III)

White, Nancy Dempster (Mrs. R. Douglas White)

A moment of silence was held in memory of Melanie Hunt, Regent of Ohio, who passed away since our last session was held.

Brantley Knowles *moved the BRGHI approve the Addendum to the Summary of Executive committee actions as presented.* Sara Hill seconded. **A vote was taken and the MOTION CARRIES.**

Sis Walton *moved the BRGHI approve the Gift Acceptance Policy as presented.* Dotsie McLeod seconded. **A vote was taken and the MOTION CARRIES.**

Jean Grainger *moved the BRGHI accept the Finance Committee report as presented.* Caro Williams seconded. **A vote was taken and the MOTION CARRIES.**

Sara Hill *moved the BRGHI approve the Audit Committee's recommendation to accept the consolidated financial statements as presented by Councilor, Buchanan and Mitchel.* No second was needed as it came from committee. **A vote was taken and the MOTION CARRIES.**

Ann Rea *moved the BRGHI accept the Investment Committee Report as presented.* Sara Hill seconded. **A vote was taken and the MOTION CARRIES.**

Betsy Peters, of the Nominating committee *moved on behalf of the committee that the BRGHI approve the slate of new officers and Executive Committee members as presented.* No second was needed as it came from committee. **A vote was taken and the MOTION CARRIES.**

Nancy McAteer, *moved that the BRGHI approve the mission, values and goals as presented. (See attached).* Jane Bargainer seconded. **A vote was taken and the MOTION CARRIES.**

No old business.

Jane announced tour details for Monday's tour.

Approved, April 6, 2019

At 2:52 p.m., Kit Davis *moved to recess the BRGHI Meeting*. Karen Parker seconded the motion. **MOTION CARRIED.**

Respectfully Submitted,

Margo Caylor, Secretary

Approved, April 6, 2019