

***Minutes of the Opening Session of the Annual Meeting  
Board of Regents of Gunston Hall Incorporated (BRGHI)  
Saturday, September 28, 2024 at 9:00am EDT  
At Gunston Hall***

**Call to Order**—Virginia Nicholson, First Regent, called the meeting to order at 9:08 am EDT.

**God Bless America**—Led by Kit Davis

**The Lord’s Prayer**—Led by Catherine Strauch

**The Pledge of Allegiance**—Led by Margaret Schutrumpf

**Roll Call**— Carol Howell called the roll. Regents not attending in person (a requirement for voting) are noted as either absent or excused.

<b><i>BOARD MEMBERS</i></b>	<b><i>OBSERVERS</i></b>
Katherine Cammack ( <i>President, National Society</i> )	Alice Longshore (dtr. of Jane Bargaineer)
Liza Sackson ( <i>President, Virginia Society</i> )	Hayley Van Antwerp
Virginia Nicholson ( <i>First Regent</i> )	Susan McClellan – EXCUSED
Mim Hundley ( <i>Vice Regent</i> )	Ann Fleming – EXCUSED
Nell Payne ( <i>Regent at Large</i> )	Linda Grew
Carol Rush ( <i>Treasurer</i> )	Kristen Ferate
Carol Howell ( <i>Recording Secretary</i> )	Jennifer Evans
Mason Bavin ( <i>Corresponding Secretary</i> )	Jane Hart Lewis
Nancy Lavelly ( <i>Development Committee, Chair</i> ) – EXCUSED	Lynda Potter
Kathie Shutkin ( <i>Governance Committee, Chair</i> ) – EXCUSED	Betsy Wilson – EXCUSED
Katie Barney	
Susan Aselage	
Homoiselle Bujosa	
Margo Caylor – EXCUSED	
Kit Davis	
Tibbie Field – EXCUSED	
Ginger Finley	
Jeanne Goodwin	
Stephanie Hockensmith	
Nancy Lamb	
Claudie Lane	
Christy Love – ABSENT	
Diana Madsen	
Nancy McAteer – EXCUSED	
Ashley Merrill – EXCUSED	
Anne Monfore – EXCUSED	
Karen Parker	

Kathy Ray MK Reckis – EXCUSED Lou Perry Margaret Schutrumpf Carol Stephenson Catherine Strauch Toody Sullivan – EXCUSED Sue Tempero Paige Trace – EXCUSED Bonnie Ward – EXCUSED Nancy White	
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Mim Hundley introduced our new Observers.

**NSCDA National President Remarks**—Katherine Cammack expressed her great honor in serving as a member of the Executive Committee of the Board of Regents of Gunston Hall, Inc. over the past four years. She announced a significant staff change for the NSCDA: Carol Cadou resigned from her position as Executive Director. Carol was instrumental in completing our master site plan, which included the new visitor’s center. Edith Lorensen, Director of Finance and Administration will serve as acting Executive Director.

Some of our Great American Treasures sites are undergoing sharp criticism and accusations of telling incomplete and narrow histories of early America. We have also received criticism for operating museum sites from the perspective of a privileged lineage organization. We need to be forward-thinking and intentional about the important work we do at our museums. We must tell all our history, plainly and without bias.

Stenton in Pennsylvania and Neil-Cochran House Museum in Austin have gotten ahead of this sort of criticism and targeted attacks and have received positive media attention for telling the stories that were previously invisible, much like Gunston Hall is beginning to do with the East Yard Project.

The NSCDA has engaged a crisis and PR communications firm. They have been extraordinarily helpful and have eased navigating our way through this situation. This support is available to all of our Great American Treasures sites.

Biennial Council and National Board will be held next month in Washington, DC. We have a new Mission Statement, as part of our Strategic Plan. “Women Opening Doors to America’s History Through Preservation, Education, and Service to Inspire a Shared Love of Country.” If we are mission-focused in all that we do, we can ensure our organization’s impact is demonstrated. Gunston Hall gives history a home by connecting yesterday to today and demonstrates our mission in a tangible way.

The NSCDA is the largest philanthropic owner of historic sites in the country. We have recently unveiled the NSCDA website. We will be introducing new branding and a new logo this Fall.

**First Regent’s Report**— Virginia expressed her thanks to all the staff and Regents who have supported her during her first two-year term as First Regent. She overviewed many of the accomplishments achieved during this period: Implementation of new Committee Structure and new Strategic Plan; Monthly Regent Newsletter; kickoff of *Forever Revolutionary!* Campaign; Riverside Garden restored with grand opening last Fall, attended by Dumbarton House Board; completed concept study for new Visitor’s Center; planning underway for the East Yard, Archaeology Center, Maintenance Building, and new Director’s Residence; new Collections Policy with creation of Acquisition Review Board (comprised of both Regents and staff); AAM reaccreditation is underway; First Annual Gala netting over \$65,000; nearing completion of Gunston Hall scarf; Governance Committee amended Bylaws and Procedures; VA250th plans are underway; thanks to Sandra Viera, we are now officially the Home of American Rights; and Scott Stroh celebrated 10 years as our Executive Director. We remain dedicated to our goal to tell more stories of more people who were part of the history at Gunston Hall. “Our missions are not only pretty houses with beautifully appointed rooms, but they also tell the stories contained in the valuable records of our history.” ~ Katherine Cammack.

**Treasurer’s Report** -- Carol Rush reported that Gunston Hall is in a good financial position.

Operating Account	\$167,000
Museum Account	\$80,000
Campaign Account	\$176,000
Investment Account (August 31, 2024)	\$1.86 million
Collections Account	>\$1 million
Maintenance Reserve Account	\$1.1 million
Capital Project Accounts – Mansion Exterior	\$375,000
Capital Project Accounts – East Yard (total project \$2,700,000)	\$700,000 (for detailed planning)
Capital Project Accounts –Archaeology /Maintenance (total project \$5 million)	\$500,000 (for detailed planning)

**Audit Committee Report** – Kit Davis recognized the members of the committee: Liza Sackson, Sue Tempero, and Ashley Merrill. The BRGHI Audit Committee met on September 28 to receive and review the Audit Report from the year ended June 30, 2024. The audit is a consolidated financial statement which includes our affiliate, the Gunston Hall Foundation. Our accounting firm, Councilor, Buchanan, and Mitchell reported that the financial statements present clearly, in all material respects, the financial position of the BRGHI and the Gunston Hall Foundation. The opinion they presented was unmodified. Our tax form 990 is underway and should be finished well in advance of its due date of November 15.

**Executive Director’s Report** — A full copy of Scott’s report is attached and will be posted on the portal.

- A. Organizational Enhancement.** As our staff team has increased by over 200%, it is necessary to implement an updated and enhanced organizational structure. This new structure creates distinct levels which support promotion and growth within the organization for individual staff team members. Specific changes are delineated in the attached Report.

- B. Strategic Plan.** Tony Pierucci has created a spreadsheet that evaluates percentage of completion for each of our five key goals and is segmented by process over the life of the Strategic Plan. This will be presented to Regents during the Annual Meeting and will be located on the Regent Portal.
- C. Education and Programs.** Bethany Spitzer, Director of Education, is developing a visionary plan for education beginning in 2025, which will expand, diversify and enhance our current offerings. This should be ready by January 8, 2025.
- D. Collections and Exhibits.** Gunston Hall was the successful bidder of a 19<sup>th</sup> Century watercolor featuring Analostan, the home of John Mason. This painting will require conservation work.
- E. Comprehensive Campaign/Fundraising.** We have reached approximately 55% of our goal of \$7.4 million. There are several significant asks that have been put forth over the past few months. We will be requesting \$200,000 from the VA250th Commission in support of programming in 2026. This moment is particularly important, as it is our goal to go public with the Forever Revolutionary! Campaign within the first half of calendar year 2025.
- F. AAM Reaccreditation.** Our peer reviewers have been selected. While we are moving forward towards the next step in the process, there have been six areas where AAM staff have asked us to respond to questions. Three of these relate to our Collections Management Policy, which will require us to make edits to the policy. They have also asked for more specifics about ownership and stewardship responsibility of the collections at Gunston Hall.

Scott introduced the staff team: Nicole Ryan, Dr. Kate Steir, Dylan McCartney, Sandra Vieira, Towanda Vaughan, Dave Shonyo, Carrieann Alford, Bethany Spitzer, Tony Pierucci, and Lacey Villiva. This an amazing team of individuals who do fabulous work, make Gunston Hall a wonderful place to be, and are changing people's lives.

**Bylaws and Policies & Procedures Amendment Review**– Carol Rush outlined the proposed changes to our Bylaws and Policies and Procedures on behalf of Governance Chair, Kathie Shutkin. She thanked the Governance Committee as follows: Nell Payne, Margo Caylor, Stephanie Hockensmith, and Sue Tempero.

We added a preamble which included the duties and obligations of members of non-profit boards: specifically, the Duty of Care, the Duty of Loyalty, and the Duty of Obedience. We are changing the Bylaws to create a new Regent Support Committee. In the process of creating this committee, we determined that the Public Engagement Committee was duplicative and will be removed by this action. We clarified the language in the Deed of Gift whereby Regents are nominated by the NSCDA and appointed by the Governor of Virginia. In Article 4, we moved subsections A and D to Policies and Procedures. Under Duties of Officers on page 4, we have added language related to Ad Hoc Committees because the First Regent has the power to create Ad Hoc Committees. On page 6 under Standing Committees, descriptions of Museum Committee and Regent Arrangement Committee are now included, as they were inadvertently left out previously. In general, operational language is removed from the Bylaws and moved as appropriate to Policies and Procedures.

**Announcements and Review of Schedule** – The Museum Committee will meet in the research library. All other committee chairs, notify your members of where you would like to meet around the campus. Observers are encouraged to participate in any committees of interest to

you. Lunch will begin at 11:30 a.m. Details of Mt. Vernon logistics will be shared at lunch. Please be sure to sign up if you wish to take the bus to or from Gunston Hall for dinner tonight. The bus leave at 5 p.m. from the hotel.

**Adjournment.** There being no further business, the meeting was adjourned until Sunday, September 29, 2024.

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Additional reports presented which are not a part of the BRGHI:

1. Report of the Gunston Hall Foundation by Chris Reddick, Chair.

***Minutes of the Closing Session of the Annual Meeting  
Board of Regents of Gunston Hall Incorporated (BRGHI)  
Sunday, September 29, 2024 at 3:00pm EDT  
at Gunston Hall***

**Call to Order**—Virginia Nicholson, First Regent, called the meeting to order at 3:28 pm EDT.

**America the Beautiful**—Led by Kit Davis

**The Lord’s Prayer**—Led by Nancy White

**The Pledge of Allegiance**—Led by Mason Bavin

**Roll Call**— Carol Howell called the roll. Regents not attending in person (a requirement for voting) are noted as excused or absent.

Katherine Cammack (*President, National Society*) - EXCUSED

Liza Sackson (*President, Virginia Society*) - EXCUSED

Virginia Nicholson (*First Regent*)

Mim Hundley (*Vice Regent*)

Nell Payne (*Regent at Large*)

Carol Rush (*Treasurer*)

Carol Howell (*Recording Secretary*)

Mason Bavin (*Corresponding Secretary*)

Nancy Lavelly (*Development Committee, Chair*) - EXCUSED

Kathie Shutkin (*Governance Committee, Chair*) - EXCUSED

Katie Barney

Susan Aselage – EXCUSED

Homoiselle Bujosa

Margo Caylor - EXCUSED

Kit Davis

Tibbie Field - EXCUSED

Ginger Finley

Jeanne Goodwin

Stephanie Hockensmith

Nancy Lamb

Claudia Lane

Christy Love – ABSENT

Diana Madsen

Nancy McAteer - EXCUSED

Ashley Merrill - EXCUSED

Anne Monfore - EXCUSED

Karen Parker

Kathy Ray

MK Reckis - EXCUSED

Lou Perry

Margaret Schutrumpf

Carol Stephenson  
Catherine Strauch  
Toody Sullivan - EXCUSED  
Sue Tempero  
Paige Trace - EXCUSED  
Bonnie Ward – EXCUSED  
Nancy White

**Vote to Accept Consent Agenda - Virginia called for a motion to accept the Consent Agenda which contains the following three items: Minutes of the 2024 Semi-Annual Meeting of the BRGHI; Actions of the Executive Committee since April 2024; and Treasurer’s Report presented 9-28-24. There being no discussion, the Consent Agenda was approved.**

**Vote to Approve the Bylaws - Virginia called for a vote on the Bylaws. The Governance Committee moved that the Bylaws be approved. No second was required, as it came from committee. A vote was taken, and the motion carried. There were no abstentions or opposition.**

**Scarf Update** – Ginger Finley noted that the scarf has been ordered after a fabric change due to bleeding of the design. We wholeheartedly approve of the final sample, and 200 scarves have been ordered. The first 50 are reserved for Regents and staff, and the 10 percent discount will be honored on these purchases. They should arrive within six to eight weeks. Nicole Ryan modeled the final sample. The scarf is 27” by 72”. The fabric is modal cashmere.

**Closed Session. Mason Bavin moved that the Board enter Closed Session. That motion was seconded by Diana Madsen. A vote was taken and the proposal to go into Closed Session was unanimous. Mim Hundley moved that the Board enter Open Session. That motion was seconded by Katie Barney. The motion carried unanimously.**

*Virginia certified that the only topic discussed during the Closed Session was the garden project. A roll call vote was taken, and all members present affirmed Virginia’s statement.*

**Nominations for Officers** – Karen Parker presented the proposed slate of officers to the Board of Regents of Gunston Hall, Inc.

**FIRST REGENT** Virginia Nicholson  
(Second two-year term beginning September 2024)

**VICE REGENT** Mim Hundley  
(Second two-year term beginning October 2023)

**RECORDING SECRETARY** Carol Howell  
(Second two-year term beginning September 2024)

**CORRESPONDING SECRETARY** Kathy Ray  
(First two-year term beginning September 2024)

**TREASURER** Carol Rush  
(First two-year term beginning October 2023)

**EXECUTIVE COMMITTEE MEMBER-AT-LARGE** Claudia Lane  
(One-year term 2024-2025 – *Appointed by First Regent*)

**NOMINATING COMMITTEE FOR OFFICERS** Ginger Finley  
(Three-year term 2024-2027 – *Appointed by First Regent*)

*Virginia called for a vote on the slate. The Nominations for Officers Committee moved that the slate be approved. No second was required, as it came from committee. A vote was taken, and the motion carried. There were no abstentions or opposition.*

**Recognition of Outgoing Officers/Committee Chairs** – Virginia recognized and thanked all those outgoing for their dedication and commitment to the BRGHI:

Diana Madsen - Chair, Public Engagement Committee  
Nell Payne - Member-at-Large, Executive Committee  
Mason Bavin - Corresponding Secretary  
Kit Davis – Chair, Audit Committee  
Tibbie Field – Chair, Nominating Committee for Officers

**Announcements/Dates for Annual Meeting** – Nancy White provided details concerning bus service for tomorrow’s field trip. Virginia has extras of the Change of Committee Form for those who are interested. For Observers, you will first have a Zoom meeting on all committees. Virginia will then send the form to Regents and Observers for completion. Regents and Observers can serve on up to three committees. The Executive Committee counts as one committee. The Semi-Annual Meeting will be April 4-7, 2025. Attendance at Semi-Annual and Annual meetings is required and expected by the Commonwealth. Carrie Ann asked that all Regents return their nametags before departing.

**Adjournment**—Virginia thanked everyone, specifically the members of the Arrangements Committee, for all their work behind the scenes preparing for this Annual Meeting. There being no further business, the meeting was adjourned at 3:57 pm EDT.

Respectfully submitted,  
Carol Howell, Recording Secretary