

*Minutes of the Annual Meeting
of the
Board of Regents of Gunston Hall Incorporated (BRGHI)*

Friday, October 6, 2017

OPENING SESSION

Helen Bragg Cleary, First Regent, called the Opening Session to order at 8:43 a.m.
Jean Grainger led us in singing “God Bless America.”
Allison Brokaw led us in The Lord’s Prayer.
Kristin Cahn von Seelen 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 **EXCUSED**
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 **EXCUSED**
Caylor, Margo (Mrs. Robert C. Caylor, II), Secretary

Allen, Jodie (Mrs. John Robert Allen)
Barganier, Jane (Mrs. James Irby Barganier)
Brokaw, Allison (Mrs. Roberts Wyckoff Brokaw, III)
Bujosa, Homoiselle (Ms. Homoiselle Fay Sadler Bujosa)
Cahn von Seelen, Kristin (Mrs. Ulf Manfred Cahn von Seelen)
Cooke, Torrey (Mrs. John P. Cooke)
Cox, Hannah (Mrs. H. Bartholomew Cox)
Crockett, Peg (Mrs. Margaret Crockett) **EXCUSED**
Giddens, Harrison (Mrs. Thomas L. Giddens) **EXCUSED**
Grainger, Jean (Miss Jean Cameron Grainger)
Gripekoven, Hilary (Hilary Field Gripekoven) **EXCUSED**
Grove, Penn (Mrs. Thomas R. Grove)
Harney, Alice (Mrs. John Mathews Harney, Jr.) **EXCUSED**
Hill, Sara (Mrs. Harry R. Hill, Jr.)
Hockensmith, Stephanie (Mrs. David Hockensmith)
Hunt, Melanie (Mrs. Marshall Colville Hunt, Jr.) **EXCUSED**
Keuffel, Nancy (Nancy Wickoff Hudler Keuffel)

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Kingston, Libby (Mrs. John Heddens Kingston)
 Knowles, Brantley (Mrs. Peter I. C. Knowles, II)
 Levering, Dede (Ms. Phoebe Randolph Levering)
 Linville, Barbara (Mrs. David Linville)
 Loughlin, Cissy (Mrs. David Castello Loughlin)
 Love, Christy (Ms. Mary Christine Love) **EXCUSED**
 McLeod, Dotsie (Mrs. Alexander C. McLeod)
 McMillan, Tia (Mrs. Robert Andrew McMillan)
 Millard, Mary (Mrs. Charles E. Millard, Jr.)
 Osborn, Kandi (Harriet Van Kennen Osborn)
 Parker, Karen (Mrs. James Landrum Parker) **EXCUSED**
 Payne, Nell (Miss Penelope Payne) **EXCUSED**
 Perry, Lou (Mrs. Robert H. Perry)
 Peters, Betsy (Mrs. William Anthony Peters, III)
 Rea, Ann (Mrs. Edgar Matthew Rea, III) **EXCUSED**
 Riley, Anne (Mrs. James Ward Riley, Jr.)
 Rimmer, Martha (Mrs. Thomas W. Rimmer)
 Seymour, Emmy (Mrs. Geoffrey Seymour) **EXCUSED**
 Shutkin, Kathie (Mrs. John A. Shutkin)
 Snider, Virginia S. (Mrs. Ronald Albert Snider)
 Solomon, Carol (Mrs. Stephen G. Solomon)
 Tarbutton, Gena (Mrs. Hugh McMaster Tarbutton) **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.

Jean Grainger moved to accept the revised minutes of the April 8-9, 2017 Semi-Annual Meeting of the Board of Regents of Gunston Hall, Incorporated, as distributed by e-mail. The motion was seconded. Motion CARRIED.

First Regent Helen Bragg Cleary's remarks applauded the prior evening's dinner with the Ladies of Dumbarton Board. The evening included a tour of the mansion and the Museum Theater play. "Washington's Camerata Early Music Ensemble" performed throughout the al fresco cocktail party. The mansion's new historically accurate roof, and the authentic exterior trim painting in the correct shade of cream (replacing the prior stark white) elicited compliments from the Dumbarton House Board members

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and their guests. Thanks to Jane Barganier and Hannah Cox for handling all of the arrangements and planning for a seated dinner of 99.

The First Regent also noted that BRGHI has engaged new investment advisors, a CPA firm, and a local bank. These new partnerships are already bearing fruit with improved investment performance, a fresh perspective on our audit and financial reporting, and a bank sponsorship of the kickoff for our exhibit “Amending America: The Bill of Rights,” on loan from the National Archives. The First Regent complimented the Executive Director and the staff noting their dedication, passion, intelligence, and focus. She further stated that the BRGHI is fortunate to have such talented professionals fulfilling the mission of Gunston Hall.

The First Regent reported on the progress made on the plan for the restoration of George Mason’s Riverside Garden. Calder Loth, advisor to Gunston Hall for many years, has served as one of three on a peer review board of the garden plans. Calder is delighted with the plans for the garden and believes that this garden will be a destination and one of national significance. Glavé and Holmes will provide the final report and presentation on the Garden Plan to all the Regents later in the day.

The First Regent concluded by stating that the time period for the current Strategic Plan is nearly completed, and, thus, it is time to consider how the BRGHI moves forward, ever mindful of the dictates of Louis and Eleanor Hertle’s Deed of Gift.

Nominating Committee for New Regents Chair, Brantley Knowles, welcomed and introduced two new observers: Carol Flynn Rush, representing Pennsylvania, and Susan Robertson, representing Delaware.

The Executive Director Scott Stroh, spoke about the importance of place and the incredibly powerful spiritual connection that people who come to Gunston Hall feel when they visit this property. He talked about the Naturalization Ceremony, noting the power of the event and how the children present engaged with their surroundings, other guests, and nature. One child in particular seemed mesmerized and awed by the ceremony. That same child enjoyed the Museum Theater program so much that he started asking the actors questions as they recited their lines! Scott then asked the Regents to think about what motivates us as Regents and as a Board and talked about being thankful for the opportunities that we have.

Scott then introduced new staff members and thanked existing staff members as well, speaking about what fun they have, the teamwork, tremendous work ethic and amount of work that our small staff is responsible for completing. Becky introduced members of the education staff praising the excellence of their team. For example,

Dave Shonyo currently has three sites under excavation, and he supervises an incredible team of volunteers. Their amazing findings have helped immeasurably with the garden restoration project by providing Glavé and Holmes with reliable research. In addition, Anne Barlow has been hired part-time and is helping to develop and learn more about the educational programs for children, working with the master site plan, tours, and youth programs. Mary Kristen Craver was introduced as our new Public Relations and Marketing Director.

The Staff was excused and the meeting entered into executive session at 9:25 a.m.

The meeting reconvened at 10:05 a.m.

Avery Jenkins delivered the Treasurer's report.

Scott Stroh gave the Executive Director's report.

Virginia Snider gave the Investment Committee report.

Vice Regent Nancy McAteer gave a presentation to the Board on Strategic Planning. She spoke about our Board's need to restructure in order to best support our staff and our 20-year Master Plan.

At 10:40 a.m., Sis Walton moved to recess the meeting until October 7, 2017. The motion was seconded. Motion CARRIED.

In the afternoon, Former Regent Mrs. Marshall George Linn, III, addressed the Regents. She talked about the reasons she and her husband have decided to make a leadership gift to the Garden Restoration Project. Julie spoke about her time as a Regent and all the progress we have made at Gunston Hall and the exciting plans we have projected under the Master Site Plan. Julie hopes that their gift will inspire the Regents and Former Regents to support the very important Riverside Garden Restoration.

Regents were encouraged to sign the get well cards for the Regents who could not attend our annual meeting. The ad for the Washington Winter Show catalog on "The Charm of Chinoiserie" was not in our budget so Helen Bragg is asking for the Regents to donate toward the \$680 cost.

Glavé and Holmes's then presented their Garden Restoration Plan. This was followed by Rebecca Martin's presentation on her trip to England for the prestigious Attingham Program. Becky thanked the NSCDA for sponsoring her attendance.

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*Minutes of the Semi-Annual Meeting
of the
Board of Regents of Gunston Hall Incorporated*

Saturday, October 7, 2017

CLOSING SESSION

Helen Bragg Cleary, First Regent, asked for a motion to reconvene the Closing Session of the Semi-Annual Meeting at 2:30 p.m. Virginia Snider so moved. The motion was seconded. Motion approved.

The prayer was led by Anne Riley.

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 **EXCUSED**
 Jenkins, Avery (Miss Winafrid Avery Jenkins), Treasurer
 Davis, Kit (Ms. Katherine McCracken Davis), Assistant Treasurer **EXCUSED**
 Caylor, Margo (Mrs. Robert C. Caylor, II), Secretary

Allen, Jodie (Mrs. John Robert Allen) **EXCUSED**
 Barganier, Jane (Mrs. James Irby Barganier)
 Brokaw, Allison (Mrs. Roberts Wyckoff Brokaw, III)
 Bujosa, Homoiselle (Ms. Homoiselle Fay Sadler Bujosa)
 Cahn von Seelen, Kristin (Mrs. Ulf Manfred Cahn von Seelen)
 Cooke, Torrey (Mrs. John P. Cooke)
 Cox, Hannah (Mrs. H. Bartholomew Cox)
 Crockett, Peg (Mrs. Margaret Crockett) **EXCUSED**
 Giddens, Harrison (Mrs. Thomas L. Giddens) **EXCUSED**
 Grainger, Jean (Miss Jean Cameron Grainger)
 Gripekoven, Hilary (Hilary Field Gripekoven) **EXCUSED**

Grove, Penn (Mrs. Thomas R. Grove)
 Harney, Alice (Mrs. John Mathews Harney, Jr.) **EXCUSED**

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Hill, Sara (Mrs. Harry R. Hill, Jr.)
 Hockensmith, Stephanie (Mrs. David Hockensmith)
 Hunt, Melanie (Mrs. Marshall Colville Hunt) **EXCUSED**
 Keuffel, Nancy (Nancy Wickoff Hudler Keuffel)
 Kingston, Libby (Mrs. John Heddens Kingston)
 Knowles, Brantley (Mrs. Peter I. C. Knowles, II)
 Levering, Dede (Ms. Phoebe Randolph Levering)
 Linville, Barbara (Mrs. David Linville)
 Loughlin, Cissy (Mrs. David Castello Loughlin)
 Love, Christy (Ms. Mary Christine Love)
 McLeod, Dotsie (Mrs. Alexander C. McLeod)
 McMillan, Tia (Mrs. Robert Andrew McMillan)
 Millard, Mary (Mrs. Charles E. Millard, Jr.)
 Osborn, Kandi (Harriet Van Kennen Osborn)
 Parker, Karen (Mrs. James Landrum Parker) **EXCUSED**
 Payne, Nell (Miss Penelope Payne) **EXCUSED**
 Perry, Lou (Mrs. Robert H. Perry)
 Peters, Betsy (Mrs. William Anthony Peters, III)
 Rea, Ann (Mrs. Edgar Matthew Rea, III) **EXCUSED**
 Riley, Anne (Mrs. James Ward Riley, Jr.)
 Rimmer, Martha (Mrs. Thomas W. Rimmer)
 Seymour, Emmy (Mrs. Geoffrey Seymour)
 Shutkin, Kathie (Mrs. John A. Shutkin)
 Snider, Virginia S. (Mrs. Ronald Albert Snider)
 Solomon, Carol (Mrs. Stephen G. Solomon)
 Tarbutton, Gena (Mrs. Hugh McMaster Tarbutton) **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. Also in attendance were two new Observers, Susan Robertson (Mrs. Henry B. Robertson), representing Delaware, and Carol Rush, representing Pennsylvania.

Nancy Keuffel, Chair of the Business Committee, along with Marion Smith, Development Director, led a discussion with the full Board on fundraising strategies.

Scott Stroh and Molly Carey, President of the Virginia Society of the NSCDA, gave a presentation on advocacy.

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The next item of business was the approval of Executive Committee Actions since the Semi-Annual April 2017 Meeting through the October 2017 Annual Meeting, as distributed (see attached). Sis Walton moved to approve. The motion was seconded. Motion CARRIED.

Avery Jenkins moved that the Executive Committee actions taken on October 5, 2017 be approved as distributed (see attached), as follows:

- 1) to approve the Finance and Executive Committee's recommendation to spend up to \$75,000 from the Reserve Account for a new Website. The Motion came from committee and a second was not required. Motion CARRIED.
- 2) to approve the Finance and Executive Committee's recommendation to spend: \$30,000 for equipment to support the efficiency of our operations; \$7,500 for performance bonuses for staff; and up to \$175,000 for the replacement and relocation of the mansion HVAC system (with the understanding there may be Maintenance Reserve Funds remaining to be used for the HVAC replacement and relocation). These monies will come from the BRGHI Investment Portfolio. The Motion came from committee and a second was not required. Motion CARRIED.
- 3) to approve the Finance and Executive Committee's recommendation to endorse Scott Stroh, Executive Director's request to use \$240,000 in the restricted funds account for the Garden Restoration project. Since the motion came from committee, a second was not required. Motion CARRIED.

Sis Walton moved to approve the Garden Restoration concept plan. The motion was seconded. Motion approved. Sis Walton moved that the BRGHI make a 100% commitment from its members to support the Garden Restoration project. The motion was seconded. Motion CARRIED.

The Audit Committee report was given by Avery Jenkins on behalf of Chair Kit Davis. Councilor Buchanan & Mitchell have been excellent to work with; Anna Duff stated they are the audit firm the NSCDA has worked with for years and has a reputation of excellence.

Chair Virginia Snider gave the Investment Committee report. Virginia Snider moved to approve the Revised Investment Policy Statement (see attached). Motion was seconded. Motion CARRIED.

Chair Hannah Cox presented the Nominating for Officers Committee report. Hannah moved to approve the slate. The motion was seconded. Motion CARRIED.

Anna Duff thanked the board for hostessing the Dumbarton Board on Friday evening and for the lovely dinner.

There being no further business, Ann Riley moved that the meeting be adjourned. Motion was seconded. Motion CARRIED. The meeting was adjourned at 3:30 p.m.

Respectfully Submitted,

Margo Caylor, Secretary