

Minutes of the Semi-Annual Meeting
Board of Regents of Gunston Hall Incorporated (BRGHI)
OPENING SESSION
Saturday, April 7, 2018 8:44 a.m.

Helen Bragg Cleary, First Regent, called the Opening session of the meeting to order at 8:44 a.m.

Kit Davis led us singing God Bless America.

Lou Perry led us in The Lord's Prayer.

Susan Robertson 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), Virginia Society President
 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) **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)
 McMillan, Tia (Mrs. Robert Andrew McMillan) **EXCUSED**
 Millard, Mary (Mrs. Charles E. Millard, Jr.) **EXCUSED**
 Osborn, Kandi (Harriet Van Kennen Osborn)
 Parker, Karen (Mrs. James Landrum Parker)

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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)
 Rimmer, Martha (Mrs. Thomas W. Rimmer)
 Robertson, Susan (Mrs. Henry B. Robertson)
 Rush, Carol (Mrs. John B. Rush)
 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)
 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.

Carol Rush *Moved to accept the revised minutes of the October 6-7, 2017 Annual Meeting as distributed by e-mail.* The Motion was seconded by Rowena Van Dyke. **MOTION CARRIED.**

Kandi Osborn *Moved to accept the summary of the Executive Committee's actions since the October 2017 Annual meeting.* The Motion was seconded by Gina White. **MOTION CARRIED.**

First Regent Helen Bragg Cleary's remarks were as follows: It is my distinct pleasure to welcome you to the Semi-Annual Meeting of the BRGHI at Gunston Hall. We have an exciting meeting ahead with important decisions to make.

Glavé and Holmes will bring us up to date on the plans for George Mason's Garden, the hook-up to County water, fire suppression and security systems for the Mansion, as well as the plans for the Visitors Center.

The Staff has been hard at work on the Women of Gunston Hall Exhibit and we will learn about the process of putting this exhibit together as well as the items selected and curated for the exhibit.

We will have an important session on Fundraising and Development as we focus on the status of the Annual Dames Appeal and strategize on ways to reach the budgeted goal. Our fiscal year ends on June 30 so there is still time to seek support from our respective State Societies. As monies from the Commonwealth decline, the success of the Annual Dames Appeal becomes ever more essential.

Our major effort and top priority, of course, is George Mason's Garden, the first step in restoring the Historic Core of Gunston Hall. Thank you so much for your generosity and support of the garden project. Most of you have made your gift and/or pledges and your leadership in this effort is critical. For those of you who plan to make your commitment this weekend, feel free to meet with Marion or Scott. It would be wonderful to be able to announce at our Closing Session that all Regents had made their contributions!

This garden will impact every aspect of Gunston Hall: lifting our public image, raising our profile in the Commonwealth and beyond, giving our visitors a reason for repeat visits to see the Garden develop, blossom and change in every season. Young and old will enjoy George Mason's Garden. And when we stroll down the paths or relax on a bench, we can consider George Mason's founding principles set forth in his Virginia Declaration of Rights that allow us the freedoms, liberties and protections that all Americans still enjoy today.

We also want to thank the Gunston Hall Docents Association for hosting the second Champagne and Chocolates Fundraiser. This event raised \$9,318 in support of the riverside garden restoration at Gunston Hall. During this event, Carly and Frank Fiorina announced a gift from their family foundation to the garden restoration in the amount of \$20,000! It was a great night and the GHDA is already planning for the third annual event in 2019.

There are so many initiatives taking place at Gunston Hall, including plans for a new website (which we will hear about tomorrow), a digital advertising effort, multiple grant applications, legislation to assist our IT, school tours are underway, ideas for the remodeled visitors center. We are fortunate to have an energetic, passionate staff and we thank them for all their dedication!

I hope the weather cooperates sufficiently so that you can tour the Mansion and admire the new eye mats recently placed on the floors. Yesterday was a beautiful, spring-like day and we could enjoy the grounds and admire the new plantings in the courtyard and the Swan Fountain.

Gunston Hall is a breathtaking property and the Mansion is exquisite with its Buckland interior design. I cannot wait for the day when we break ground on George Mason's Garden! How proud Eleanor and Louis Hertle would be to know of our efforts to restore the historic core of Gunston Hall and perpetuate this memorial to the memory of George Mason and his signature work, the Virginia Declaration of Rights. We are truly fulfilling their wishes and the Mission of the Board of Regents of Gunston Hall. Huzzah!!

Virginia Snider delivered the Investment Committee Report and review of the performance of Davenport and Company. Since May of 2017, the BRGHI portfolio has increased from \$2,980,000 to \$3,142,000.

Avery Jenkins delivered the Treasurer's report and stated that Friday morning the Finance Committee met and reviewed the monthly financials as well as the 990 tax form. We have not raised Regent dues since 2005; we will be voting on a dues increase at tomorrow's closing session. Regents pay annual dues and support the Annual Dames Appeal, two different obligations.

Scott spoke about the bids for the package of connecting to county water, fire suppression system and new security system for the mansion. The current fire suppression, the Halon system, is obsolete. We have maintained a balance of Commonwealth allocated Maintenance Reserve dollars for this project, funds that were augmented by funds in addition to our standard annual allocation of Maintenance Reserve funds in the amount of \$200,000 specifically for the connection to County water. Currently, the balance of maintenance reserve funds available for this project is \$588,000 (rounded). The low bid opened by our Project Management Team (Virginia Community College System; Tom Petet) last week was \$1,029,730. We have a decision to make on how to proceed. Scott will still be working with the Department of Planning and Budget as this is a life safety priority for people and property. Specifically, the amount of the bid for just the connection to County water is \$581,000. We can afford to do the county water connection as that is the priority and necessary to do before the fire suppression system. We will get an annual allocation of maintenance reserve funds at the beginning of our fiscal year July 1, 2018 of approximately \$173,000. Contingent upon the bid for this project, we authorized private funds for the replacement of the mansion's 20-year-old HVAC system units that also need to be removed in order to restore the garden to its original 18th-century appearance to be historically correct. Due to the fact we have the monies available to do the county water connection and that in July we should receive an annual maintenance fund allocation, Scott proposes using the funds available to start with the water project and use the annual maintenance fund allocation for the HVAC project. This will help with the goal of not using private funds for the HVAC system then aggressively pursue Commonwealth capital funds allocation for fire suppression and security as it is now at a level for capital project instead of a maintenance fund.

If the new fire suppression and security systems are not installed this summer as hoped, the mansion should remain open throughout this summer and leave the collections in place. Rentals could also continue until late fall, etc.

Avery also reported on two matching or challenge grants that we have applied for: SAT (Save America's Treasures) from the federal National Park Service for \$375,000 to restore and conserve the exterior stonework and brick and mortar on the mansion to be awarded in September 2018; and the \$250,000 challenge grant from the Cabell Foundation for the garden restoration that will be decided this May 2018. We have to raise or allocate monies collected 6 months prior and 12 months after to match the funds. Regarding the mansion work, the more recent mortar is what is crumbling, not the original mortar that is holding up just fine.

Scott Stroh further updated the board on VITA and the COV appropriation for IT. Requests are made to the Secretary of Education and the Governor for inclusion in the Commonwealth Budget. We requested \$150,000 for IT enhancement through this process but unfortunately Governor McAuliffe did not include it in his budget. The House of Delegates and Senate both considered providing these funds in their versions of the budget and the House ultimately funded our request. The Senate did not. The General Assembly did not adopt a

budget during the legislative session, and Governor Northam has now requested a special session of the general assembly commencing April 11, 2018. Therefore, we are waiting to still see if that appropriation passes. The Regents are encouraged to speak with State Delegate Sickles and Senator Surovell who will be in attendance with us for dinner this evening. Thank you to Molly Carey, Brantley Knowles and others who have been in support of Gunston Hall and advocating on our behalf; it speaks highly for our network and the credibility of our request.

We always carry over a bit of our Commonwealth dollars at the end of the fiscal year. However, this year Governor McAuliffe decided not to allow any of the Executive Branch agencies of the Commonwealth to “carry over” their appropriated funds which meant that we lost approximately \$40,000 and it was swept back into the general fund.

In summary, our Regents’ votes will be on a dues increase, our FY 2019 budget, as well as how to proceed with the water hookup.

Scott Stroh gave the Executive Director’s report and thanked us for coming and attending our meetings at Gunston Hall. A field trip to pond in the new golf cart is offered and the Executive Committee was able to tour it yesterday. In the past, Introductions to the staff team were made by Scott. This year we will hear from members of the staff in their own voices about three items: who they are, what they do and what they are most passionate about for Gunston Hall. They appreciated the enjoyable dinner that was hosted by us for them on Friday evening. We now have approximately 70 Volunteer Docents who give the school tours. We have 15 Archaeology volunteers. During the winter they are in the lab whereas in the summer where they are in the field. A core group of 4-5 volunteers is in the library with Samantha Dorsey cataloguing, writing and studying materials. The house guides are part-time employees who are part of the education department. We now have 11 full-time employees, 20 part-time employees and 120 regularly engaged volunteers for our support team.

Announcements by Helen Bragg Cleary included the introduction of the Executive Committee. In addition, Regents are encouraged to sign the get well cards for the Regents who could not attend our Semi-Annual meeting, as well as a proclamation for resigning Regent Dede Levering as she is going on to support Mt. Claire. We will be hosting the Board of Visitors this evening for dinner and a list of guests are included in your folders.

At 10:17 a.m., Sis Walton ***moved to recess the BRGHI Semi-Annual Meeting until Sunday, April 8, 2018 at 3 p.m.*** The motion was seconded by Jean Grainger. **MOTION CARRIED.**

Following the opening session, Glavé and Holmes representative Rob McGinnis presented on the garden reconstruction and updated us on the progress as part of our 20-year Master Plan.

The afternoon session included Nancy Keuffel’s report for the Business and Development committee. She and her committee have asked the Regents to complete a survey evaluating the success of the Annual Dames Appeal in her State Society.

Approved September 30, 2018

***Minutes of the Semi-Annual Meeting
Board of Regents of Gunston Hall Incorporated (BRGHI)
CLOSING SESSION
Sunday, April 8, 2018 3:10 p.m.***

Helen Bragg Cleary, First Regent called to order the reconvened session of the Semi-Annual meeting for the Board of Regents of Gunston Hall, Inc. at 3:10PM.

The Prayer was said by Jean Grainger.

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) **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)
McMillan, Tia (Mrs. Robert Andrew McMillan) **EXCUSED**

Approved September 30, 2018

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**
 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) **EXCUSED**
 Robertson, Susan (Mrs. Henry B. Robertson)
 Rush, Carol (Mrs. John B. Rush)
 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)
 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.

Avery Jenkins, Chair of the Finance committee, ***moved the BRGHI approve the FY 2019 annual budget as presented.*** No second is needed as it comes from committee. **MOTION CARRIES.**

Avery Jenkins, Chair of the Finance committee, ***moved to increase the Regent dues from \$400 to \$500 effective October 2018.*** No second is needed as it comes from committee. **MOTION CARRIED.**

Avery Jenkins, Chair of the Finance committee, ***moved to immediately investigate the potential of renegotiating and or resubmitting the current bid for our connection to county water. At the same time, our Executive Director will pursue additional funding sources from the COV. Once these questions have been resolved, the Executive committee will explore the next course of action.*** No second is needed as it comes from committee. **MOTION CARRIED.**

Avery Jenkins Regent ***moved that the BRGHI authorize the Executive Committee to act as follows with respect to George Mason's garden:***

Should Gunston Hall receive the \$250,000 matching challenge grant from the Cabell Foundation or equivalent donations, the BRGHI authorizes Phase 1 totaling (\$1,100,000) which is the installation of the garden and hardscape. Alternatively, if Gunston Hall does not receive the Cabell Foundation grant or equivalent donations, the BRGHI authorizes proceeding with Phase III (\$200,000) which is the terracing project.

If something should change, the Executive Committee will be in touch with the BRGHI via email. Discussion followed for clarification of matching the Cabell grant for raising matching monies. The motion was seconded by Dotsie McLeod. **MOTION CARRIED.**

No old business.

Helen Bragg announced that there are catalogues from the Washington Winter Show available and encourages everyone to pick one up as it features Gunston Hall's Chinese room as well as our ad from Gunston Hall. Also, Gina White's photo album of our prior Gunston Hall meetings is well done; thank you to Gina for all her time. Nancy Keuffel will be at the front of the room to collect surveys.

Jane Barganier announced tour details for George Washington's Grist Mill and Distillery, followed by a visit to Patricia Montague's beautiful Colonial Home on Prince Street, Alexandria. Hannah had a great idea for our fall tour at Bunny Mellon's home to see her Garden Library at Oak Spring on Monday October 1, 2018 in Middleburg, VA that can only accommodate 30 people. There can be an alternative field trip to go shopping in Middleburg, VA. Plan on spending Monday night and leave for the airport on Tuesday.

At 3:28 p.m., Kit Davis ***moved to adjourn the BRGHI Meeting.*** Nancy Keuffel seconded the motion. **MOTION CARRIED.**

Respectfully Submitted,

Margo Caylor, Secretary