

**University of Florida Historic St. Augustine, Inc. (UFHSA)**

**A direct support organization to UF as provided, Chapter 267.1736 Laws of Florida**

**UFHSA Board of Directors Meeting**

**October 20, 2017**

**Time Convened: 10:01 a.m.**

**Time Adjourned: 1:34 p.m.**

**Government House, 48 King Street, St. Augustine**

Board Members Present: Chair Allen Lastinger, Kathy Deagan, Michael Francis, Rick Gonzalez, Roy Hunt, Arva Parks, Bill Proctor, William Robinson, and Doug Wiles

Board Members Absent: Herschel Shepard, Don Slesnick and Tracy Upchurch

Others Present: Ed Poppell, Linda Dixon, Lora Smith and Billy Triay

Introduction of new Board Member Doug Wiles

Chair Lastinger asked for a motion to approve the minutes. Bill Robinson motioned to approve the minutes, Kathy Deagan 2<sup>nd</sup> the motion to approve, the board approved unanimously.

Cindy Stavelly: CQ Update: Financial update: Construction and the hurricane affected visitation. They are still recovering from the hurricane. It's a slower come back than the previous hurricane, but not as much damage. For 2017 they put a lot of money into what they are putting into the Colonial Quarter for 2018. This includes extensive training programs for managers to being before they even start. In the long term this will set the Colonial Quarter for much bigger successes in 2018. Events are rolling out and staying strong. The concerts performed at the Colonial Quarter have really increased the revenue across the board. They have received great feedback from the schools and tour groups that visit. They will know later today a firm date the of the new restaurant opening.

There will be new revisions and additions that will be made to the tour at Colonial Quarter. There will be more active and interactive attractions. They will be moving the ticket both closer to the Fort to draw more tourist. This will be more attractive and a direct shot from the fort. The new entrance will look more like a major attraction instead of a gate. This will be located next to the watch tower. Ms. Stavelly showed the board sketches of what the finished product would look like. When asked about the reenactors group, Ms. Stavelly stated that the relationship between reenactors and the Colonial Quarter is wonderful. Ms. Stavelly and the head of the reenactors group meet on a monthly basis to catch up. They are looking forward to a very successful 2018. Chair Lastinger thanked Cindy for her report.

Linda Dixon: Financial Reports: End of FY16-17

Ms. Dixon reviewed the end of year balances for the 3 main accounts for UFHSA. She explained to the board what the accounts were and where the funds come from. The impacts of the budget

last year were due to Hurricane Matthew. The total cost for damage came to about \$550,000 on the state property side and some additional impact on the historic society properties. As of September 30<sup>th</sup> at the close of the first quarter of FY18 there was not much change in 3 months. That predates the impacts of the hurricane. Ms. Dixon explains the amended budget to the board. She showed the adoptions to the budget from April meeting to where we are now and the amendments the board needs to adopt this year. We have some new revenue from the state self-insurance fund from the impacts of Hurricane Matthew. Now we are having to spend some of that money to fix the damage from Hurricane Irma.

Ms. Dixon reviewed the revenue that UFHSA receives from the various parking leases, event rentals, property rentals, etc. There need to be some repairs and maintenance that have become more apparent with the storms. There have been some water issues in the building that will need to address. UFHSA also spent funds on the PISA program and funds for the documentary. Mr. Poppell added that there needs to be more money spent on maintenance on a day to day basis. The buildings here deteriorate faster than any could imagine. He explained the roof cycles are about 10 years versus 20 years and they are twice as expensive as a normal roof. The warm salty air hurts the paint and wood on properties.

Chair Lastinger asked for any questions from the board. Rick Gonzalez motion to approve modified budget, Michael Francis 2<sup>nd</sup>, board approved unanimously.

Research Presentation: Before and After the Melting Pot: Seven Families and Spanish-American Cultural Identity by Cobb/Waters:

They explained comparing the first Spanish period to the second Spanish period and explained how the families lived. They looked at the ceramics at the sites and compared them to each period. There were many food preparation items discovered. They found several difference between the two periods. During the first Spanish period Spanish or Mexican made ceramics made up 40-60% of the table wares in these households. This changes in the second Spanish period, up to 80% of more came from England. They start showing up at the end of the first Spanish period in small amounts. If you are getting British ceramics during the first Spanish period, how did that happen? Many times it was illegal to trade with the British Colonies, but other times it was allowed. It is hard to pin down the exact moments in time when these items arrived. The only major difference is that platters were only found in the second Spanish period.

This research is a jumping off point for more detailed research down the road. One of the goals of this is to learn even more and get better ideas about what is represented. They feel like they have enough data to create displays. If there is an opportunity to display these in a UF building, they would produce the textual interpretation for the artifacts. If you have space that needs to be filled it would not take them long to put together something for you. They can also turn the display into something much more interactive. Mr. Poppell lets them know that UFHSA is very interested in an interactive display. They let him know as soon as the space is identified they will be ready to go.

Digital Project Update: Matt Armstrong

They were awarded a grant from the National Historic Public Records Commission (NHPRC). They have a 2 year grant for processing architectural drawings, maps, slides, etc. They were

fortunate to use some of the funds to hire an Archivist, Laura Marion. The grant also covers increasing outreach through online presence. They have been working on getting social media approval for the Governor's House collection. Recently granted approval for a Facebook and Instagram page. One of the projects they are working on is a website called "What was There" You can view photos of a place and pick the year and see what it looked like in that year. They are moving forward with assessing objects for educational use. Added a quick note they were fortunate to have a UF Intern from the Museum Studies Program and a Flagler College intern as well. Matt wanted to express that the library is very supportive of PISA and has many items in its collection that can help support the program. Chair Lastinger asked about the name of the collection. Matt would like to call it the Governor's House Library and would like approval from the board.

Roy Hunt made the motion, Kathy Deagan 2<sup>nd</sup> the motion and the board approved unanimously.

Chair Lastinger noted Commissioner Nancy Sikes Klein joined the board meeting.

St. Augustine Preservation Institute, Marty Hylton:

We are celebrating 60 years of historic preservation work at the University of Florida this year. Our mission is to prepare our next generation of leaders to safe guard architectural, historical and other resources across Florida, the United States and globally. The Nantucket Institute is the oldest of its kind in the country as far as hands on learning for preservation. Preservation Institute of St. Augustine (PISA) is now under that same model. Initial activities with St. Augustine Inc. is Grad Research Assistantships, etc. We have a Historic Structure Report that includes Historical Research, Evaluation of Significance that is used for projects. This is a government mandated report in many cases. It helps document the past, present and future of many sites. Board member Herschel Shepard has been working with Marty and the students here and one of the properties they have worked on is the Paredes Dodge House.

The Materials Conservation Lab is one of the more exciting pieces of PISA. He wanted their own lab and it's a partnership with Flagler, City of St. Augustine and the University of Florida. The lab has the opportunity to benefit the State of Florida and many other organizations. The Florida Climate Institute reached out to DCP and the Law School and did a course during the spring semester on Sea Level Rise and Coastal Natural Areas. They focused on Cedar Key. The students were hand selected for the 3 credit course. They spend 1 week on site and this year they decided to do St. Augustine.

Next Steps: Complete Paredes Dodge historic structure report, develop design for materials conservation lab, explore photogrammetry workshop with National Center for Preservation Technology and Training, work with City and UF colleagues on Sea Level Rise and Coastal Natural Areas course. They will examine historic preservation coursework for 2018-2019. They would like to record and archive tours and interviews with Board Member Shepard. He has so much knowledge and that should be recorded. Mr. Poppell states within our budget, that has been approved, they have funds to do the restoration and rehab upstairs. We are also on an annual basis funding the graduate assistant through the college. It is in our budget to get this lab underway. We will approach our other partners, Flager University and the City of St. Augustine to help in something like the equipment and the materials purchased. This will be a 12 month

lab available to Flagler, the city and others. He feels they will attract other partners, colleges and institutes to come here and do research. Chair Lastinger asked Nancy Sikes Klein to comment. She states that she is excited about PISA. This is very excited for her personally and for board member Roy Hunt. This is 20 plus years in the making. It is wonderful to hear about the wonderful learning opportunities for our citizens.

Chair Lastinger states that we have over the years talked about creating an Academic Institute in St. Augustine that involves a number of different educational groups that would act as an academic source for research. He would like to ask Dr. Jim Cusick to explain what we would like to do.

Academic Institute, Dr. Jim Cusick, Florida History Collection, UF Libraries:

The Academic Institute will bring together UF faculty and Flagler University faculty from to discuss what their interest and needs are. This will let the group seek ways to create more academic programs in St. Augustine that would be highly valued student experiences. They could possibly partner with each other and dual teach. In the spring of 2018 they are going to propose some projects. The aim to start would be in the beginning of the 2018-2019 academic school year or maybe further down the road due to organization. You can tell how much time and investment it will take. The faculty has to be motivated. You have to create the environment for that to occur. Board Member Deagan asks how this is different from the program Bill Proctor establish a few years ago. Dr. Cusick stated there should be collaboration and contact between the two groups. The biggest difference is the existing is a research institute and Academic Institute is a teaching initiative. Professors from both colleges follow their students on Facebook and they want to see how they are doing in their field. The purpose of teaching is to give them a hands on experience. That way when they graduate they are prepared to find jobs. He knows faculty from both colleges are intrigued and would like to be involved in this. To get this started you have to start with the people you know, start small and then it will snowball. Chair Lastinger asks if it will hold some sort of research element. Dr. Cusick states he thinks it will become a part of it. Research is a natural by-product of teaching. Especially hands on teaching.

Plaques, Roy Hunt:

He received a lot of help from Buff Gordon. There are some interesting things that will appear on the plaques. He rewrote some of them as recently as last weekend to get them to the appropriate amount of words. Everything is ready to go.

Chair Lastinger asks Linda Dixon to talk about the gift from Michael Gannon's widow.

Michael Gannon Gift, Linda Dixon:

Gigi contacted us in donating Dr. Gannon's desk and some other person items. There is a collection of art work that is representative of St. Augustine and some certificates and awards. They are working with Gigi and a local person to give us a value on the desk and also the age of it. They are looking forward to bringing these items in and displaying them.

Roy Hunt motioned to accept the gifts, Rick Gonzalez 2<sup>nd</sup>, unanimously approved.

Board Nomination Process, Allen Lastinger and Ed Poppell:

There was a law passed, then vetoed. The bottom line from the General Counsel is business as usual. This board/Allen/Roy probably need to clear our suggestions and recommendations with the President of the university as well as the Chair of the Board of Trustees. The suggested person needs to be cleared by UF President prior to inviting them to joining the board. UFHSA currently has 2 vacancies. Two names have been recommended for our consideration, Buff Gordon and David Colburn. We would suggest that over the next 60-90 days you submit them to Ed. Perhaps then Roy, Ed and I can review. If there are more than 2 names then we will need to have a further discussion. Ed says there will be a bylaw change at our next meeting. They would like to suggest that we change the board member term limit be changed to 12 years instead of 8 years. Ed states that he will bring the language for this to the spring meeting. Any board vacancies will be filled at this time. Chair Lastinger would like the board to think about what we are doing and what our financial requirements are and think of fundraising opportunities for UFHSA. He is not sure what that might look like, but people have an interest in what we are doing and maybe they would like to be financially invested.

City Manager Update, John Ragen:

On behalf of the city he would like to thank you and the city appreciates the relationship with the University of Florida. We are currently recovering from hurricane Irma. The city was hit with 2 hurricanes in 11 months. The probability of that is very low, but it happened. With Irma we had more wind, but not the surge that hurricane Matthew had. Despite the 2 storms, we are a little low on our cash positions, but overall still doing well. Our strong cash position is largely tied with this relationship. The most important thing we work on in the long haul is parking and traffic. They are approaching it with a program view. Mobility is an issue that is always on going. There is major construction in the northern area. The changed the parking rates.

The city will be taking parking revenue and putting it into historic preservation. Parking is the second largest revenue in the city. They have written a draft historic preservation plan that is being reviewed. Down the line we should have conversation about the city and PISA and their ability to collaborate financially. He would like to present a plan to the city commissioners for them to consider committing funds to PISA. He is very excited about that. We have some very creative thought that is coming into historic preservation. Board Member Gonzalez asks what the city is doing to impact the new property designs that are within the city. John stated that they have noticed it. Their focus is to update zones and update standards and guidelines for builders to reference.

Documentary, Chair Lastinger and Ed Poppell:

Over the last 60-90 days there has been an amount of activity with the documentary. A 2 hour version has been completed. They are still working on the 4, 1 hour versions. Ed has been negotiating the contract. UFHSA owns the documentary film, but they have signed its exclusive rights away for 7 years. UFHSA will host a January showing and reception to acknowledge the people who helped with the film.

Historical Society Update, Magen Wilson:

The Historical Society is working on a hurricane preparedness plan. This is a problem that will happen again and they want to be ready. They have a brand new roof on one of their houses,

exterior painting of Webb building, and new LED lighting at library. They replaced and repaired the shutters at the Oldest House, repaired the gate to the Oldest House, they added new railings at entrance ways to their buildings and added new museum lighting. In the coming year they are going to maximize the space at the library. The Historical Society expanded the internship program they have. They are working on making their displays more interactive. They received a Chris Eller Grant and are using that to restore gloss plate negatives. There is a chorus performance coming up at the Oldest House by the St. Augustine High School Chorus. Next year we will celebrate the 100<sup>th</sup> anniversary of owning the Tovar House and the Oldest House. This will be kicked off with a talk from Herschel Shepard at their January meeting.

Slip and Fall, Ed Poppell:

The lawsuit is still on going, but nothing new has happened. He will update the board accordingly.

Legislative Update, Ed Poppell:

Going back this year for funds for the roofs again.

Audit, Ed Poppell:

The audit for June is done. Waiting on the final letter from James Moore.

Government House Awards, Linda Dixon:

Government House was nominated for a Florida Trust Historic Preservation Award. Our rehabilitation project received a meritorious achievement and one of our subcontractors received on for the interior and exterior rehabilitation.

Update la Florida, Michael Francis:

Would like to give an update on where we are. We have trade marked a brand for this project, la Florida. There will be a formal launch for the website will be in DC in March. He showed the board a copy of the oldest recorded marriage in St. Augustine, which is also one of his new discoveries. The marriage took place in the fall of 1565 in the original Mendez encampment. The marriage was between a Spaniard and a black woman. Not only will the website have information on people, but it will hosts a series of digital exhibits. It will also translate words.

Chair Lastinger asks if there is any old or new business that needs to be addressed. With there being none, he asks Lora Smith to poll the board for dates in May 2018 for the spring board meeting. If May 16-19<sup>th</sup> will not work she will include dates for April 2018.