

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
May 13, 2022
Time Convened: 10:00 a.m.
Time Adjourned: 12:25 p.m.
Governor's House, 48 King Street, St. Augustine, FL

Board Members Present via in-person and virtual meeting:

Kathy Deagan, Michael Francis, Joseph Joyner, Allen Lastinger, Bill Robinson, Herschel Shepard, Doug Wiles, Tom Willis

Board Members Absent:

Charles Ellis, John W. Fraser, Rick Gonzales, Elsbeth Gordon, Roy Hunt, Don Slesnick

Staff/Others Present: Ed Poppell, Linda Dixon, Olga Weider, Sherri Hinkle, Billy Triay, Magen Wilson, John Regan, Cindy Stalvey, Melissa Wissel, Casey Wooster, Jessica Long, Susan Phillips, Susan Parker, Cleary Larkin

Welcome

Chair Lastinger welcomed Olga Weider as the representative appointed by the Board of Trustees and called the UFHSA meeting to order at 10:00 a.m.

The Board considered the following Action Item:

Action Items:

1. Minutes

The Chair called for a motion to approve the minutes from the November 5, 2021, meeting which was made by Board Member Herschel Shepard and was seconded by Board Member Joseph Joyner. The board approved the minutes unanimously.

2. Financial Reports

Colonial Quarter Financials and Update

Cindy Stavelly gave an update on the Colonial Quarter. She highlighted statistics from the museum including the increase in museum educational tours since COVID. Updates were also provided on Pirate Museum tickets, Florida Historic Militia reenactments, Explorer Passport booth, Castillo admissions, Colonial Experience, De Mesa House, Colonial Music Camp, and Native Florida Animals Exhibit. She gave an overview on food and beverage detailing issues and upcoming events and wrapped up with a marketing update. The Colonial Quarter will be requesting the five-year extension of their license agreement in 2022-23. This is expected to be on the fall board meeting agenda.

Budget Report for 2021-2022

Linda Dixon discussed the budget review for 1st Qtr. FY22-23 and end of year FY20. As previously indicated, UFHSA funds are allocated through three pots of money; there are two that include state funds and another for DSO funds that are funded through revenue from rentals and special events. The state funds were previously reduced by 2% and that reduction is permanent. Expenditures are on target with the budget. The DSO fund in terms of revenue is on track to exceed expectations with FEMA hurricane monies still trickling in. First quarter of the current fiscal year remains on target with event income picking up. Revenues are returning to pre-pandemic levels and documentary film revenues are contributing to the overall increase. Expenses that will be incurred include the Vickers exhibits, history festival and building maintenance. Ed Poppell advised the funding will continue to come from the University.

Budget for 2022-23

The fiscal year begins July 1, 2022. The Board was provided with budget spreadsheets in their materials. There are three columns representing DSO, plant operations and maintenance funds (POM) for the state and leased properties. On the DSO revenue side funds are predicted to return to pre-pandemic levels based on current trends. State revenue will not change. Anticipated expenses include ongoing maintenance and repair activities including replastering, HVAC, paint/path/repair. Deferred maintenance is generally caught up including roofs. Additional projects include acoustics to the Governor House and refresh of public bathroom fixtures. A refresh at Ribera Park may include a stage or other amenities to support children's activities for which IFAS extension has been consulted for partnership. There will be continued funding for the History Festival next year and the Governor's House exhibit including storage of the First Colony exhibit. The DSO continues to contribute to the Governor's House Library and PISA staffing. There was a question regarding inflation. Staffing continues to be an issue. Additionally, the 2% annual rate increases for commercial tenants will be reinstated.

The Chair called for a motion to approve the Budget Report for 2021-22 and Budget for 2022-23 which was made by Board Member Kathy Deagan and was seconded by Board Member Herschel Shepard. The board approved the Budget Report for 2021-22 and Budget for 2022-23 unanimously.

3. Education, Interpretation, Historic Preservation, and Facilities Committee - Roy Hunt

Kathy Deagan introduced the education report on behalf of Roy Hunt and offered that the Vickers Exhibition was a big success and that the gallery expects to host a rotating exhibit of Vickers' art for the next 2-5 years..

NHL Nomination

Susan Parker presented the National Historic Landmark nomination summary for Governor's House. The Board received a Statement of Significance in their materials. Roy Hunt and Ed Poppell are handling the logistics of submitting the nomination.

Clerk of Court Interpretive Signage

Susan Parker provided an update on the Clerk of Court Interpretive Signage to promote awareness. The Board received the signage in their materials. The Board's approval to install the sign at Governor's House is required. The sign will be paid for by the Clerk of the Court.

The Chair called for a motion to approve the Clerk of Court Interpretive Signage which was made by Board Member Tom Willis and was seconded by Board Member Herschel Shepard. The board approved the Clerk of Court Interpretive Signage unanimously.

4. Reappointment of Directors and Committee Assignments

Board Chair Lastinger asked Ed Poppell to present on the various committee and board member appointments. Ed presented to the committee that Buff Gordon is up for board member reappointment.

Chair Lastinger asked for a motion to approve the reappointment of Buff Gordon to the UFHSA Board which was made by Board Member Joseph Joyner and seconded by Board Member Kathy Deagan. The Board unanimously approved the reappointment of Buff Gordon to the UFHSA Board unanimously subject to approval by the UF Board of Trustees.

5. History Festival Budget

Ed Poppell reported on the Vickers Collection grand opening that occurred the previous night as the inaugural event of the History Festival that continues through the weekend. He highlighted the remaining events and noted enthusiastic support from partner organizations under the leadership of Roger Smith, who works for the St. Augustine Historical Society and was hired by UFHSA to organize the festival.

Discussion Items:

PISA Update

Clery Larkin, Acting Director of Preservation Institute: St. Augustine (PISA) provided an update via Zoom. Her summary included information regarding student projects with regard to building conservation. Outreach efforts with the National Park Service are ongoing including a funding request for ongoing preservation needs. The proposal is a 3-year project spanning 2024-2026 for \$100,000 per year in partnership with other organizations. The goal is to establish a materials network. In 2021, students visited St. Augustine to document historical sites including UFHSA buildings and other historic architectural resources. For Spring, a field trip was held in April 2022 with the focus on field work regarding the materials and construction assessment. A proposal has been submitted for next year to utilize UFHSA funding for a doctoral student and a portion of a post-doc position to continue documentation and research including Historic Structure Reports for UFHSA buildings. . A conservation consulting team should be consulted to draft the requirements for this position. Other activities are focused on inventorying needs, developing partnerships, and organizing a plan for operation of the lab at Governor's House including a Lab Manager position. She provided an update on the goals presented in November to include more interaction with St. Augustine, digital documentation, research development for next year, development of a graphics course, development of new curriculum, a list of projects and priorities, and more UF collaborations,.

Construction Update

Linda Dixon provided a construction update, part of which was covered under the budget update. Significant projects have included replastering the exterior of the Spanish Military Hospital, installing a back-up generator and refreshing the Governor's House Museum gallery for the Vickers exhibit. At the St. Augustine Historical Society properties, projects have included significant tree work and flooring replacement.

Documentary Film Update

Ed Poppell provided an update on the Documentary Film which is now available in Canada. Because the airwaves cross the border, the viewing is considered an "orphan", requiring payment upon view so royalty checks continue to come to UFHSA. The sums are not large. International viewing is all throughout Europe. It has been successful in terms of viewership. The program debuted on PBS under a 7-year distribution agreement with the first viewing in 2017.

Staffing Challenges Update

Ed Poppell updated the Board on staffing challenges resulting in 5-day public operations at Governor's House (open Tue-Sun). Security is required for the Vickers exhibit and a security firm has been hired.

Student Housing Project/Legislative Project Update

Ed Poppell advised that the Student Housing Project was introduced to the Senate. This is for the renovation and repurposing of the Coquina Warehouse to a dormitory at the cost of half a million dollars which would house students and faculty overnight and would accommodate 8-10 people. The goal is to enhance student and faculty participation. The plan is to go full steam ahead this legislative session as our major request. Linda Dixon added the project is 100% "shovel ready". Further discussion took place regarding additional use of the dormitory beyond UF students and possible funding opportunities.

Development Update

Jessica Long provide a development update on behalf of Matt Hodges. The UF Foundation is getting ready to launch its Capital Campaign in November and Gator Giving Day in February. She stands ready to help identify needs of UFHSA and how to bridge those needs.

Report on the Library

John Nemmers gave an update on the library to include staffing issues and needs regarding museum collections, loans, and the Vickers exhibit. The job description for Casey Wooster has been updated allowing her to take on more responsibility regarding finance and loans. She will continue to work on managing objects in collections. Casey Wooster provided an update on library collections. New ideas for exhibiting items are underway as well as transferring current items that have been deaccessioned. The library has received interest from other institutions on transfer items. She shared pictures of items in the collections. She shared information on the black heritage collaboration, an event that boasted 400 guests in attendance. The black heritage web site will continue to be live. Currently they are working with other organizations on events. An exhibit will take place in July at the George Smathers Library on campus.

Report from the City

St. Augustine City Manager, John Regan provided a report on city activities. The City Commission approved a staff recommendation to transfer Kings Street and Cathedral Place with an \$18 million dollar commitment from the state for road updates and dedicated transit. In June the City is accepting bids on downtown improvements which will occur in phases. The city is also seeking competitive grants in the field of resiliency which has been successful. Seven grants were submitted for \$26.5 million on top of the \$70 million held by the city in a capital group plan for large projects. Responses to the rise in sea level rise have been three-pronged; defend, adapt, and retreat. A long-term project with the Army Corp of Engineers is underway for a 3-year study regarding alternatives. The goal is to get the government to invest 75 cents on the dollar toward this research, and all work with UF will help drive those economics. The Taxing and Financing District has generated money for historical preservation to include keeping people in their homes. \$1.1 million dollars have been generated annually through grant programs largely to help churches rebuild and for equity and preservation for lower socioeconomic groups. Currently, the city is diverting \$300 million from parking to preservation projects. An affordable housing project using 7 acres from 82 outside the city is underway for workforce housing. The City is also looking to long term land conservation. The tree canopy replacement program has done well. The city has worked with Cleary Larkin to determine how the city can help PISA. The city is looking at past planning to move forward for the future and helping students with materials conservation.

Augustine Historical Society

Magen Wilson provided a St. Augustine Historical Society update. They are participating in the History Festival over the weekend and are hosting other events. Currently, they are working on ways to invest in community historical sites. The History Festival has created a collaborative effort with information sharing which has strengthened ability to educate the public on history. Staffing issues have been a problem but have been addressed with the help of UFHSA. Last year, they opened the Tovar exhibit which has had great attendance. This museum itself was the focus of several internships. On June 19, they are hosting the second annual Juneteenth celebration inviting Boys and Girls Clubs. A new Heritage Business Membership has been created for businesses who have been with the Historical Society for more than 15 years. The new members web site is up and running offering a huge archive collection, videos, and lectures for members to view. They are working with the trolleys to improve the accuracy of information being shared to strengthen the tours.

Next Meeting Date

Chair Lastinger indicated that the next meeting will be in November and to be on the lookout for a poll of potential dates.

Old and New Business

Ed Poppell advised there is no proposal to build a new monument. There was no other new business.

Adjourn Board Meeting

There being no further discussion, Chair Lastinger adjourned at the meeting at 12:25 p.m.

Adopted Nov. 4, 2022