

**Manassas Historic Resources Board**  
**April 2, 2019 – 7:00 p.m.**  
**Regular Meeting**  
**Manassas Museum**

**Call to Order:**

The meeting was called to order by Rob Fisher at 7:04 p.m.

**Determination of a Quorum:**

A majority of the board is present.

**Board Members in Attendance:** Dave Button, Lyshawn Dean, Rob Fisher, Connie Gilman, Robert Keller, Don Wilson (late arrival 7:55 pm)

**Honorary Board Members in Attendance:** None Present

**Board Members Absent:** Mark Olsen, Jill Pascale

**City Council Member Liaison:** Michelle Davis-Younger, Council Member – Not Present

**Museum Staff in Attendance:** Kisha Wilson-Sogunro, Parks, Culture & Recreation Manger, Jean Griffith, Administrative Associate

**Community Development Staff:** Elizabeth Via-Gossman, Director, Kelly Davis, Senior Planner

**Other in Attendance:** Kimball Brace, Historical Commission, Prince William County

**Approval of Minutes of March 5, 2019:**

Connie Gilman noted the minutes need to be corrected to reflect that she was not present at the March meeting. Bob Keller moved to accept the minutes as written, and Dave Button seconded the motion. The chairman opened the floor for discussion. There was no further discussion. The motion carried unanimously.

**Chair's Comments:**

Rob Fisher announced that Joe Hanlin has resigned from the Board, leaving a vacancy. He reminded everyone that the Bridging Culture exhibit opening is April 11.

**Council Comments:** Michelle Davis-Younger – Not present. No report

**Parks & Recreation Committee Liaison:** Bob Keller  
Bob Keller had no report.

**Director's Report:** Elizabeth Via-Gossman

- Ms. Via-Gossman showed the board where to find the FY20 budget on the city's webpage. It is a flat budget, with a request for a full-time recreation manager to oversee the Harris Pavilion now that it is part of the Community Development department. She also gave a review of the CIP projects that relate to Parks, Culture and Recreation.
- The sale of Annaburg has been approved, and it will be a CIP project.

- The City Council has agreed to match funds raised for the Jennie Dean Memorial update.
- Ms. Via-Gossman encouraged members to attend the City Council public hearing on April 29 at 7:30 p.m. to express thanks to the Council for supporting the Jennie Dean Memorial update.

### **Jennie Dean Memorial Update:**

- Kisha Wilson-Sogunro reported that she had met relatives of Harriet Tubman and is trying to set up a fundraiser with them, and that she received the donation of a Jennie Dean painting. She reported speaking at the Alliance of Woman and noted the ongoing fundraising activity.
- Staff will offer a fundraising certificate to benefit the update. Certificates may be purchased to honor a special woman in your life and will be available online or at *Echoes* beginning with Mother's Day.

### **Committee Report:** No Reports

### **New Business:**

#### **Comprehensive Plan Update**

- Kelly Davis shared an overview of the City's Comprehensive Plan Update, a process that is required every five years. She discussed results from the Parks and Recreation section of the Community Conversations Report, and noted that the full report is available on the website. She encouraged the members to read the document. The second handout was Chapter Nine of the Comprehensive Plan that was adopted in 2017 and addresses parks, recreation and cultural resources. She encouraged members to email comments to [kdavis@manassasva.gov](mailto:kdavis@manassasva.gov). Discussion of this chapter will be added to the May 2 meeting agenda, ahead of the Planning Commission meeting on May 22<sup>nd</sup> that will consider parks, recreation and culture.
- Kelly Davis also discussed the acquisition of Annaburg Manor and noted that a master plan will be completed first with the Board's input that will address how the site is used. It will most likely be a daylight park and the building will not be accessible at this time. This project will begin in FY20, and Annaburg will be added to the Museum System sites.

### **Old Business:**

#### **Strategic Plan Process Overview**

Elizabeth Via-Gossman discussed a draft outline of the strategic plan process, and noted that the Strategic Plan was adopted in 2011. In 2015, the board started, but did not finish, work on updating the plan. She proposed that the Board consider key pieces of the plan over the next six to eight months, and that the Board consider its 20-year vision at the May meeting.

#### **CEMAP Report (continued review)**

Ideas centered on key points in the report.

- Organizational
  - Mission Statement
  - Define percent that is reasonable for this climate
- Attendance

- Need to let patrons know it is free
- Need more signage to let public know it is free
- Need free WiFi
- Wall
  - Should open up the front
  - Need new signage
- Need Interpretation for the whole system
- Need Plan for each site
  - Tell stories at other sites
- Educational
  - Children's area
  - Hands on/Discovery room
- Need to continue to own our Civil War history
- Need to tell the Junction raid story with Gen. Stonewall Jackson
- Need partnership with Battlefield
- Need to determine who is in our market
- Need Smithsonian connection/affiliation
- Relationships/Partnerships
- We are passionate about:
  - Education
  - Serving patrons/community
  - Oral history
  - All of Manassas stories
- We need to be the best at:
  - Telling all the stories of Manassas
  - Encouraging repeat visitation
  - Rotating exhibits throughout all sites
  - Being Interactive

**Close of Business:**

Rob Fisher asked for any other business. No further business was brought forward. The next meeting is scheduled for May 7 at 7:00 p.m.

**Adjournment:**

Dave Button moved to adjourn the meeting and Bob Keller seconded the motion. The motion carried unanimously to adjourn the meeting. The meeting ended at 8:40 p.m.

  
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 Rob Fisher, Chairman

  
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 Date