

## Minutes

**Manassas Historic Resources Board  
January 10, 2017 – 7:30 p.m.  
Regular Meeting  
Manassas Museum**

### **Call to Order:**

The meeting was called to order by Rob Fisher at 7:30 p.m.

### **Determination of a Quorum:**

A majority of the board is present.

**Board Members in Attendance:** Dave Button, Lyshawn Dean, Rob Fisher, Robert Keller, Mike Lewis, Mark Olsen, Don Wilson

**Honorary Board Members in Attendance:** John Payne

**Board Members Absent:** Joe Hanlin, Steve Thomas

**City Council Member Liaison:** Ken Elston, Council Member – Not Present

**Museum Staff in Attendance:** Jean Griffith, Administrative Associate  
Mary Helen Dellinger, Curator

**Community Development Staff:** Elizabeth Via-Gossman, Director of Community Development

### **Approval of Minutes of November 1, 2016**

Don Wilson moved to approve 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 welcomed everyone. Mr. Fisher introduced and welcomed Bob Keller, recently appointed to the Historic Resources Board. Mr. Keller briefly told the board about himself and the members introduced themselves and welcomed Mr. Keller to the board.

**Council Comments:** Ken Elston – Not present, no report.

### **Museum System Director's Report:**

Elizabeth Via-Gossman informed the board that the new City Council has been sworn in and that Ken Elston was appointed to remain as MHRB liaison. The budget process with the City Council will be starting at the end of this month and she will keep everyone up to date on how that is proceeding. Ms. Via-Gossman reported that the immersion room has been put out for bid and will be moving forward early this year. The bid is for an on-call contract, meaning that the winning company can be called on to complete related projects without a new bidding process.

### **Quarterly Reports:**

Elizabeth Via-Gossman presented the board with a visual presentation of the quarterly revenue and programming reports. The floor was opened for questions. Ms. Via-Gossman addressed any questions the board had.

**Collection's Committee:**

Committee chairman Dave Button deferred to Curator Mary Helen Dellinger. She gave an overview of the Collections Committee process, and noted that the last meeting was on December 14, 2016. Ms. Dellinger presented a Power Point presentation of the items that were reviewed and the recommendation of the Collections Committee to the board.

Dave Button moved to accept the Collections Committee recommendation of items to be accepted and rejected, and Mike Lewis seconded the motion. The chairman opened the floor for discussion. There was no further discussion. The motion carried unanimously.

Dave Button moved to accept the Collections Committee recommendation to approve a temporary loan to Maymount, and Lyshawn Dean seconded the motion. The chairman opened the floor for discussion. There was no further discussion. The motion carried unanimously.

**Old Business:**

None

**New Business:**

**Museum Annual Report**

Elizabeth Via-Gossman presented a draft of the upcoming annual report that she is working on. She asked the board to take the time to review it and to get comments back to either herself or Jean Griffith. There will not be individual committee reports at the Council meeting as in the past. It is encouraged that the board make an effort to attend the Council meeting on the evening of January 23.

**Close of Business:**

Rob Fisher asked for any other business. No further business was brought forward.

The next meeting is scheduled for February 7, 2017 at 7:30 p.m.

**Adjournment:**

Dave Button moved to adjourn the meeting and Don Wilson seconded the motion. The motion carried unanimously to adjourn the meeting. The meeting ended at 8:45 p.m.

  
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Rob Fisher, Chairman

  
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Date