

Minutes
Board of Trustees Meeting
Chippokes Plantation Farm Foundation
Monday, November 26, 2007
10:00 a.m.
Chippokes Mansion Conference Room
Chippokes Plantation State Park
Surry, Virginia

Present:

Mr. E. C. Michael Abley	Mr. Tyrone Franklin
Delegate William K. Barlow	Mrs. Judy S. Lyttle
Mr. Russ Baxter (representing Mr. Joe Maroon)	Mr. Alan V. Monette
Mrs. Nancy Bradshaw	Mrs. Linda D. Morse
Mrs. Shirley Davis	Senator Frederick M. Quayle
Mr. E. Henry Doggett, III	Mr. Robert Soble

Absent:

Delegate Harry B. Blevins	Dr. Craig L. Nessler
Mr. Todd Haymore	

Staff:

Mrs. Carol Bowman	Mrs. Danette Poole
Mr. Kenneth Gray	Mrs. Katherine R. Wright

Guests:

Ms. Barbara Lindley	Mr. John A. Soderberg
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Chairman Frederick M. Quayle welcomed everyone. He congratulated Tyrone Franklin on his re-appointment to the Board of Trustees. Mr. Todd Haymore, who could not attend the meeting, was appointment to replace Carlton Courter as Commissioner of the Department of Agriculture and Consumer Services. He also acknowledged the re-election of the legislators on November 6 who are members of the Board of Trustees.

Public Comment

There was no public comment.

Past Minutes

The minutes of the last meeting of November 27, 2006 were mailed to the Board in December 2006. Being there were no additions or corrections, the minutes were approved as submitted.

Financial Report

Mrs. Wright pointed out two financial statements in each Board folder, which are attached. The first is for the fiscal year 2007 which ended June 30, 2007. The balance brought forward July 1, 2006 for the 09 Contribution Fund \$430,510.22; Checking Account \$20,327.51 and 01 General Fund \$162,185.00 for a grand total of \$613,022.73.

The Revenues for the 09 Contribution Account came to \$52,425.56; Checking Account \$19,189.49 for a total of \$71,615.05.

The expenditures for the 09 Contribution Fund comes to \$31,407.50; the Checking Account expenditures were \$17,896.57; and the 01 General Fund expenditures come to \$157,164.63. State Government allowed some funds to be carried over to the next fiscal year, so \$5,020.37 were transferred from the 01 General Fund to Fiscal Year 2008. This brings the total expenditures to \$211,489.07.

The Balance as of June 30, 2007 comes to: 09 Contributions Fund \$451,528.28; Checking Account \$21,620.43; 01 General Fund 0 balance; for a total of \$473,148.71.

The Endowment Fund contains \$21,279.70. The grand total of cash on hand comes to \$494,428.41.

The current financial statement for Fiscal Year 2008 for the period July 1 to November 26, 2007, is as follows: Balance Brought Forward for the 09 Contributions Account \$451,528.28; Checking Account \$21,620.43; 091 General Fund \$ 162,167.00; Funds transferred from FY 07 to FY 08 \$5,021.00 for a total of \$640,336.71.

The revenues in the 09 Contribution Fund come to \$6,294.06; Checking Account \$4,906.52; and the 01 General Fund (none) come to a total of \$11,200.58.

Expenditures for the 09 Contribution Account come to \$18,417.92; Checking Account \$6,225.50; 01 General Fund \$43,602.61 for a grand total of \$68,246.03.

The Balance as of November 26, 2007 for the 09 Contributions Fund is \$439,404.42; Checking Account \$20,301.45; 01 General Fund \$123,585.39; for a total of \$583,291.26; the Endowment Fund \$21,279.70, making the grand total of \$604,570.96.

Budget FY 2008

Mrs. Wright explained that she had prepared a budget for FY 2008 to highlight the major expenditures. Attached is the budget.

For the 01 General Fund, total expenditures are estimated to be \$83,217, which covers the salaries of the part-time employees (excluding Carol Bowman who is a DCR employee), and the budget reduction of 10% comes to \$16,217. The balance that can be used for fund raising is \$40,368.39.

For the 09 Contribution Fund, total expenditures are estimated to be \$106,970, which includes a 10% budget reduction of \$6,710.30. The balance of this fund would be \$566,675.87.

Mr. Elton commented that the budget reduction percentage might change.

Mr. Abley made a motion that the financial reports and budget be approved as presented. The motion was seconded and unanimously carried.

Foundation / Museum Report

New Park DVD “Jewel on the James”

Mrs. Wright explained that the Park DVD was completed at the end of 2006, and the total cost of the film by Cinebar Productions, Inc. of Newport News was \$11,885. The Foundation provided \$9,000 and the Friends of Chippokes contributed \$2,885 bringing the total to \$11,885. The equipment for the video was purchased by Chippokes Plantation State Park.

The Board of Trustees approved the transfer of \$9,000 to the Friends of Chippokes for the film production at the April 13, 2006 Board Meeting. The Friends of Chippokes group spearheaded the project.

The 12-minute DVD was shown to the members. Everyone was so pleased with the outcome of the DVD and thought it was a wonderful marketing tool.

Ms. Barbara Lindley, President of the Chippokes Friends, passed out complimentary copies of the DVD for everyone. Ms. Lindley expressed her appreciation to the Board for making the \$9,000 contribution.

Museum’s 2007 Projects

“Heritage Harvest Days”

This program began last year to work out any problems before 2007. Heritage Harvest Days invites the public to participate in harvesting corn and cotton, and shocking peanuts. This year’s most successful program was peanut shocking with 70 people. This program will remain on the schedule each year.

Animals More Visible at the Park

Installation of the pasture fence took place in 2006. In 2007, the stalls were constructed, waterline installed, the four animals brought in, and a viewing area at the parking lot added. Meadow Farm in Henrico County donated the sheep, Comet and Haley. The donkey, named Jack, was purchased and the steer, named Woolly Bully, is on loan. Public response to the animals has been very positive!

Mr. Monette asked who took care of the animals. Mrs. Wright replied that the staff at the Museum is responsible for the animals, and there is a Critter Care Calendar with a person assigned to each day of the month.

A 2008 goal is to add a kiosk with the animal information. During special events, we use a display board that is transported to the pasture.

Extended Museum Hours for 2007

The Museum was open six days a week – Tuesdays through Mondays. The Museum was closed on Tuesdays because of the Men’s Detention Center visits.

Ticket Restructuring

In reviewing the Museum’s history attendance, it had become clear that our attendance comes from special events and programs, and that the day user attendance was declining.

A contributing factor is the frustration of guests who must pay additional fees at the Museum and Mansion after they have paid the fee at the front gate. Additionally, we have to quiz our guests since there is free admission for cabin guests to the Mansion and Museum, while campers and day users have to pay.

In an effort to increase visitation, the Foundation approached Chippokes Plantation State Park and then in turn, solicited the Richmond Office. What resulted was an agreement to provide free admission to the Chippokes Farm & Forestry Museum and the Chippokes Mansion. Attached is a copy of the Memorandum of Understanding (MOU). Listed below is a summary of the MOU:

1. Increase the parking fee by \$1, and provide the Foundation with \$.50 of each passenger vehicle-parking fee collected by the park on days when the Farm & Forestry Museum is open to the public.
2. The Museum and the Mansion would have free admission. This provision shall not apply to groups that schedule specific tours or other special arrangements for visiting the Museum.
3. This agreement shall remain in effect until revoked or cancelled by either party.

Mrs. Wright explained that this arrangement has been very positive for the visitor as well as the Museum’s staff. She further stated that she had written an e-mail to Mrs. Poole in support of continuing this agreement into 2008.

Attendance Figures

Attached are the attendance figures as of this date.

1. The Museum daily attendance is up with the no admission fee.
2. Our program figures are up
3. In the last quarter, we participated in 6 outreach-marketing events.
4. Chippokes Steam & Gas Engine Show attendance: 2,578
5. Pork, Peanut & Pine Festival attendance at Museum: 1,171
6. Fall Festival attendance: 341
7. Plantation Christmas attendance at Museum: 424

**Corrective Pruning of Trees, Removal of Dead Trees,
Removal of Debris Piles**

Two contracts were issued to tackle the following. The work was completed by spring:

1. Six trees that needed to be cut down.
2. Corrective pruning on four large trees and several smaller trees from Mr. Berryman's trimming of overhanging limbs;
3. Cleanup of certain high visibility bulldozed areas resulting from defining filter strips and trimming overhanging limbs.

Installed Two Additional Phone Lines to Museum

We previously had two phone lines at the Museum: one line for calls; and one line for fax and Internet shared by four people.

Two new lines were added. One old line was designated exclusively for fax; and the two new lines were for Internet access and for use by the Museum Store for credit card approvals.

Credit Card Capability in Store

The Museum Store can now accept MasterCard and Visa credit cards!

Buildings #1 & 2 Repair

Back in 2006, we discovered a critical situation with Building #2's roof that was sagging. We found out that it would not support a load of snow.

Luckily we did not have a major snow during the winter of 2007 since the wheels of State Government move very slowly. During 2007, we did a structural survey and the architectural plans were prepared. The project was put out to bid, and the low bidder identified. The contract is currently in the Attorney General's office to be approved. Once we receive approval, the work should begin in December and completed in 45 days. The bids were:

\$ 57,820.00	Air-Tech Solutions, Inc., Triangle, VA
\$ 76,650.00	The Phoenix Corp., Newport News
\$ 88,125.00	The Edison Group, Inc., Virginia Beach
\$ 286,375.00	Sunrise Professional Painting, Hopewell

Air-Tech Solutions, Inc. is the apparent low bidder. The bids were lower than expected! This is a relatively new business that has expanded to include a Richmond office, and they are looking for work. DCR's Design and Construction Section has not worked with this company before. The total cost for the repair will be as follows:

8,000.00	Structural Survey
20,000.00	Design of Architectural Repair Work
<u>57,820.00</u>	Repair Work Bid (Air-Tech Solutions, Inc.)
85,820.00	Total Cost for Repair

Soil Erosion Areas

In December 2006, two sinkholes were discovered at the edge of the cropland. One sinkhole is located behind Cabin #3 near the exit of the park, and the other behind the Mansion.

We have a number of soil erosion grade structures at the Park, and some of these need repairs. Also, there are several new soil erosion areas that need to be corrected. The soil erosion projects are:

1. Repair of large existing grade structure at Field # 14 (have NRCS drawings)
2. Install new grade structure near Equestrian Area, Field # 9 (have NRCS drawings)
3. Install new grade structure at sinkhole - Field #2 behind Mansion (have NRCS drawings)
4. Install new grade structure at sawmill (on curve) (have NRCS drawings)
5. Sinkhole at Field # 15, behind Cabin #3
6. Minor repair needed to existing grade structure at Field #16 (behind Cabin #1)
7. Remove trees from existing grade structure at Field #12 (behind Cabin #2)

The South Hampton Roads' RC&D Council (Resource, Conservation & Development) has adopted the soil erosion projects at Chippokes, and has already submitted two grant requests on our behalf to seek funds. All soil erosion projects are on hold with the hopes of receiving grant funds to repair them.

Our own Board Member, Judy Lyttle, is Chairman of this group. Mike Abley expressed to Mrs. Lyttle his interest in becoming a member of this group.

Farm Contract

The current farm contract expires December 31, 2007. The scope of work was reviewed and updated by the Foundation and State Park, and then reviewed by the Foundation's Farm Management Committee. The contract was advertised and there was only one bidder, Mac Berryman, Beechland Farms. The bid was for \$27,005 for the next five years.

Attached is a history of the farm contracts at Chippokes.

Proposed Trail From Mansion Parking Lot Across Field # 7 to the Woods

Mr. Doggett explained that as a member of the Farm Management Committee, he had a chance to review the scope of work for the new contract. He expressed concern about the planned 24-foot multi-use trail across the open field from the Mansion parking lot to the woodland trail. He explained that farmers today have large equipment and like large fields.

With only one bidder this year, he does not know what to think about the farm contract bidding in five years.

There was some discussion among Board members to understand the situation. Mrs. Poole stated that they could re-route the trail around the edge of the field to the woodland trail.

Mr. Elton stated that he understands Mr. Doggett's concern about dividing the field, and we could look at other ways. Mrs. Poole once again stated that the trail could be re-routed.

Volunteers

Charlie Lee, Volunteer, Died January 20, 2007

Charlie Lee, a long-time volunteer, suffered a heart attack and died in January while home recuperating from by-pass surgery in December. Kathy Wright spoke at the Memorial Service in Virginia Beach on behalf of his Chippokes family.

The Lee family planted a tree behind the sawmill in memory of Charlie. This summer, a huge tree blew down with its branches falling all around Charlie's tree. Charlie's tree did not receive a scratch!

Ed Krampitz, Volunteer, Died April 9, 2007

At age 93, "Mr. Ed" Krampitz of Hopewell died after spending a number of years in a nursing home. He was a Museum volunteer during the 80s & 90s.

Mr. Ed, along with other members of the Antique Farm Equipment Committee, was the moving force to get the Museum started at Chippokes. The committee assisted with the design of the Museum, and were the volunteers who moved artifacts from Fredericksburg, where most of the Stoner collection was housed at the time. This committee cleaned the antiques and put them into place as designated by our design contractor prior to the Museum's opening in June 1990.

For those of you who knew Mr. Ed, he had not driven in a number of years, he had great difficulty in walking, and did have a scooter. I would stop in Hopewell on my way to a Museum volunteer workday and bring Mr. Ed. Even though he could not walk or do much, he really enjoyed the outings and seeing everyone.

The Antique Committee was instrumental in starting the Chippokes Steam & Gas Engine Show in 1991. In fact, Mr. Ed took me (or rather I drove him) to my very first steam and gas engine show in North Carolina called "Big Ed's Little Engine Show". I really did not know what I was getting into or what to expect. However, if we were going to have a show at Chippokes, I needed the experience. It turned out to be a wonderful choice for a first show! In addition to all the exhibitors at a typical show, Big Ed had several barns full of antiques as well as a barn with a chandelier for his Belgium horses! After that time, Mr. Ed and I were the odd couple that traveled to various other gas shows around the state.

John Harrison Redd, Volunteer Died October 13, 2007

John Redd, 86, of Windsor, died Saturday, October 13, 2007. John was a former volunteer at the Chippokes Farm & Forestry Museum.

During 1989-1990, John Redd and his wife Irene, volunteered to clean up and prepare the artifacts for the Chippokes Farm & Forestry Museum before the Museum opened in June 1990.

In 1982, John Redd and his son Harry were hired to restore the sawmill and construct the sawmill building, which is now referred to as the old sawmill site.

His son Harry is employed by the Department of Corrections to manage the farm at Capron. Harry was instrumental in having the Men's Detention Center send a crew to assist with maintenance issues at the Museum that continues to this day. He first brought the men to help set up the sawmill at the current location that opened in 1993. John Redd advised the group on the setup.

During those early Museum years, I took numbers of pictures as we prepared for opening the Museum. One of my favorite photos was of John Redd that I have kept on a cabinet in my office. In the close-up photo, John was taking a break from using an electric drill with a wire brush on an item that had lots of rust. John is wiping the dust from his glasses, and his face is covered in red dust. Where his glasses were are two round clean spots around his eyes. To me, this photo epitomizes the hard work of all the volunteers who dedicated their time and talents for the Chippokes Farm & Forestry Museum during those formative years.

Bruce Skalsky Memorial Fund

We lost Bruce Skalsky, a long-time volunteer in July 2006. To assist Kathy Skalsky, who is also a volunteer, a memorial fund was established to receive donations and monies from the sale of mini straw bales produced by John Soderberg's miniature baler at the 2006 Pork, Peanut & Pine Festival and at the 2006 Virginia State Fair. A total of \$718.25 was collected.

It was the desire of the donors to identify a specific purpose for the funds. The first thought was to assist her with her rent. Kathy eventually moved in with Bruce's mother, Yvonne Skalsky. Then the idea was to assist with the headstone. Because of Kathy Wright's circumstances early this year, we were too late in providing the funds for this purpose.

Kathy Skalsky then expressed a desire to plant a memorial tree. The tree was planted on October 19th behind the sawmill in the edge of the woods. Kathy needed assistance with the purchase, so a tree was purchased from the Memorial Fund. The remainder of the Funds amounting to \$650.00 was deposited into the Museum's checking account, and then immediately withdrawn for a cashier's check that was sent to Kathy Skalsky.

Volunteer Recognition Event April 22, 2007

Volunteers accumulated 4,725.25 hours during 2006. John Soderberg accumulated the most hours (261.25 hours) during 2006. He has reached the level of 2,200 hours of volunteer service.

Museum Staff

Kenneth Gray's Retirement

Kenneth retired on November 2, 2007, after serving the Chippokes Farm & Forestry Museum 6 ½ years. He was our maintenance ranger. In addition, he was designated the Museum's Manager for two years. Kenneth, however, will be volunteering from time to time to assist the staff on various projects.

Kenneth set the standard high for finding a replacement for him. We are currently advertising this part-time position.

Mr. Doggett expressed his thanks to Mr. Gray for his work at the Museum.

Interpreter/Museum Store Coordinator

Laurie Weber left our employ in January 2007. Monique Healion replaced her. Monique was then offered a full-time position that she could not refuse. She left us on July 20th. Lynn Sheckler joined the staff on September 1.

Maintenance

Kenneth Gray has handled our maintenance since 2001 when he was hired. Because of Kenneth's back problems, we hired Rudy Russo to assist Kenneth with the maintenance.

Programs

We still have on staff our two teachers, Carla Kirts and Brian Frye who have done an outstanding job this year with our outreach-marketing program.

Richmond Office

Ginny Mastro is still in charge of procurement, designing brochures, the antique inventory, etc.

Carol Bowman has been named interim Executive Secretary beginning January 1, 2008, until such time as the position has been filled. She has signature authority for approving invoices, timesheets, etc. I would like to ask the Board of Trustees to give Carol signature authority on the checking account.

Mr. Doggett made a motion to give Carol Bowman, the interim Executive Secretary, signature authority on the checking account. The motion was seconded and carried unanimously.

How to Keep the Momentum Going After 2007

Mr. Elton asked Mrs. Wright about keeping the momentum going into 2008. Mrs. Wright stated that the Heritage Harvest Days will be an ongoing program, and the animals are continuous displays. Mrs. Wright further explained that if the free admission for the Museum is continued, then we could continue to be open six days a week.

Mrs. Poole indicated that the Surry County Tourism Bureau's (SCTB) website visitation has increased tremendously. The Bureau is redoing the County's brochure and trying to decide on the number of brochures to print. Because of the web, paper media is decreasing. People are using the Internet more and more for planning day trips and vacation.

Mrs. Bradshaw commented that she was glad the Chippokes Farm & Forestry Museum had a booth at the James City County Fair this year.

Someone asked if the new park video could be put on the website? This is something that could be checked out on the SCTB site. On the State website, it cannot be added at the present time. Mr. Elton explained that an alternative third-party website is being discussed for the new State Parks kiosk information on parks and their trails. Videos are a possibility on this site.

Is it possible to have a link on the Jamestown website or the Virginia Tourism website? Delegate Barlow stated that this might be something that he and Senator Quayle could investigate.

The question arose as to how to get the video into school systems such as James City County.

Mr. Soble explained that there are a million people in the Hampton Roads area, and TV stations have to do public service announcements. Why don't we have some 15-20 second spots from the DVD made to give to these stations? We need to check with Cinebar to see what it would take to make these 15-20 second spots. It could open up a whole new venue. Think "free".

Mrs. Poole explained that the DVDs are sold for \$5.95 each at the park and are selling well. They are used when we do outreach programs. Mr. Abley suggested that we send out copies to the Chambers of Commerce in the area. Delegate Barlow stated that Surry is located between two large markets—Hampton Roads and Richmond with Williamsburg near by.

Marketing Committee

Senator Quayle suggested that a marketing committee be established to discuss and recommend the possibilities. Delegate Barlow made a motion to have Chairman Quayle appoint a marketing committee to make recommendations for marketing the Park. Mrs.

Davis seconded the motion, and it carried unanimously. Chairman Quayle stated that he would get with Mrs. Wright to set the committee up.

Later in the meeting, Mr. Soble stated that Board members should have business cards to hand out. Also discussed was the need for a fund raising plan. Rather than setting up two committees, it was suggested that we add the development of a fund raising plan into the Marketing Committee.

Kathy Wright's Retirement – January 1, 2008

The Foundation has two full-time positions on the books. Senator Quayle explained that one of these two positions will become the Executive Secretary position, and that the Department of Conservation and Recreation has agreed to pay the salary for this position. Mrs. Wright's position is currently a DCR position. This person would report to Joe Elton. An agreement has been prepared in the form of an MOU (Memorandum of Understanding) sent to Senator Quayle spelling out the details.

The position will be advertised in January, interviews conducted in February and hopefully filled by March 2008. Senator Quayle will be on the interview panel. The position will be advertised statewide and include the Internet, Washington Post, and throughout the State Parks. Some of Donna Sharits' duties of marketing/fund raising will be included into the Executive Secretary position description.

Mr. Doggett suggested advertising with the Virginia Farm Bureau also.

Mr. Elton read and passed around the awards that Mrs. Wright received at the annual Employee Recognition event on November 8th at Pocahontas State Park that 223 people attended.

Mrs. Wright was then asked to excuse herself from the meeting so that the members could discuss plans for her retirement celebration.

Education Center, Chippokes Farm & Forestry Center

Upon returning to the conference room, Mrs. Wright brought everyone up to date on the Education Center project. She explained that Carlton Abbott and Partners were hired to provide the initial design phase for the Education Center to support our planned fundraising activities. Mr. Abbott has provided us with the following:

1. PowerPoint display with site circulation, parking, educational center buildings, areas for future expansion, pedestrian linkage to the Farm & Forestry Museum, conceptual building floor plans and interior circulation, and an estimate of construction costs.
2. Hard copy of the PowerPoint display with all the drawings
3. Scale model with expansion plans

At this time, the estimated cost of the 29,000 sq. ft. Agriculture and Forestry Education Center, including a fiscal year 2008 escalation, is \$7,101,194.00 for this initial stage. (The total project is projected to cost about \$28 million.)

The next step for the project is to make the decision of who we want to assist us with marketing/fund raising. We are leaving the person/firm with the choice of the type of marketing materials they would like from the data provided by Mr. Abbott.

Mr. Soble suggested going to Joe Luter about the project with naming rights of a building. He also stressed the importance of checking references thoroughly about any perspective firm/person's ability to raise funds. He has learned this from being involved with a number of organizations and their fund raising efforts over the years.

Mr. Baxter explained that the Executive Secretary's position description would include marketing/fund raising.

However, this position needs to have the authority to oversee whomever we hire for fund raising.

Mr. Monette explained that with his experience with Joe Luter, he knows that timing is an issue. We must not go to him pre-maturely. We must make sure we are ready. The questions he will ask are what are you going to do and what are you contributing to the project.

Mr. Monette further explained that we need to get other agribusiness companies involved such as the Hershey Corporation, Mars up in Northern Virginia, Georgia Pacific, John Deere, International Paper, etc. A strategy is needed. We need to hire the new Executive Secretary, address the marketing and go forward. He mentioned that Senator Quayle was trying to get us the 501C3 designation.

We need to get Governor Kaine on board because of his Surry County connection. His mother-in-law (Jinks Holton) used to spend a lot of time in Dendron/Surry. Her grandfather (or uncle), a Mr. Rogers, was head of the old Surry Lumber Company.

Mr. Soble indicated that from all that he has heard so far, he believes we are very close to being ready to begin the project.

Mr. Monette mentioned that a number of years ago when David Brickley was the Director of the Department of Conservation and Recreation, there was talk of matching funds. This is what Smithfield Foods likes. If we raised \$5 million, for example, the State would match the \$5 million. This would be the public/private partnership.

The Board discussed the following ways of getting General Assembly funding:

1. Have the request put into the Governor's budget which comes out December 20th of each year.

2. A line item added by a legislator. (This procedure is tough because every legislator has a whole list of pet projects that need funding.)
3. GOB Referendum (General Obligation Bond) that is approved at the polls.
4. Revenue Bonds – requires a business plan to pay it off.

Mr. Doggett spoke of the need to have grassroots approval in the Surry and Isle of Wight County areas. Public support locally is very important. Mr. Elton mentioned the “Pennies for the Park” program a number of years ago. The funds raised were presented to the legislature. This was the beginning of Claytor Lake State Park.

Mrs. Lyttle stated that Surry County is proud of Chippokes Plantation.

We need a written plan. This might be another function of the Marketing Committee. If anyone wants to be on this committee, please let Mr. Monette or Senator Quayle know.

Mrs. Wright explained that Elmon Gray played a major role in raising funds to construct the Farm & Forestry Museum. Mr. Gray had his own Foundation, and he went to businesses and other foundations saying how much he contributed and asked for their contribution. After the major campaign, we hired Paul Williams, a former employee of the Virginia Agribusiness Council, to assist with the soliciting of small businesses and individuals. Then we went to the General Assembly asking for matching funds.

Update on Chippokes Plantation State Park

Mrs. Danette Poole presented the following report:

2007 Programs

- 2007 events and programs were the primary focus of our interpretive programs this year, with a 174% increase in attendance over last year, and a 199% increase in number of programs offered. This is due in part to the addition of the full time ranger/interpreter position that has enabled us to expand program offerings. The mansion was open daily from April through Oct., and tours were tailored to correspond with the 2007 theme months. Hearth cooking programs and demonstrations were expanded this year, as were outreach programs to schools. Over 15,000 people participated in park interpretive programs this year.
- In addition to the 2007 events, the highlight of the year was the hosting of the National Association of State Park Directors conference in Sept. This event was two years in the planning, and culminated with a beautiful evening at Chippokes with tours, presentations, and dinner overlooking the James River.

Special Events

- Steam & Gas Engine Show in June brought out approx. 2,576 (1,431 paying)

- Pork, Peanut, and Pine Festival in July 15-16 brought approx. 25,000 people. The addition of the Marshall Tucker Band and temps in the low 80s boosted attendance tremendously.
- African American Family Reunion weekend, a new event, brought approx. 1,000 its first year. We expect this event to grow as it develops into an annual event.
- Attendance to the Plantation Christmas Festival Oct. 26-28 was down this year due to heavy rain on Friday and a competing event at Smith's Fort. Paid attendance was 3,211 this year, with total attendance around 5,000.

Friends and Volunteer Initiatives

- The new DVD, "Jewel on the James" was completed last December and became a wonderful addition to the park's Visitor Center last spring. As you may recall, the video was a cooperative effort between the Friends of Chippokes, CPFF and the park. The video was beautifully done, and we are indebted to the Farm Foundation for your generous support of this project! Copies of the video have also been purchased for resale to the public.
- The Friends of Chippokes continue to play an active role at Chippokes in the operation of the Mansion area gift shop, restoration of the 1941 Packard, and providing support for interpretive programs, the NASPD conference, landscaping projects, and managed hunts.
- A new project for 2008 will be the research and development of a slave garden at the Slave Quarters on Quarter Lane, which will become an interpretive feature.
- Park hosted the annual Alternative Spring Break (Central Michigan University) in March and coordinated numerous projects with other volunteer groups throughout the year.
- Volunteerism at the park remains strong, and our volunteers played an active role in support of 2007 interpretive programs, landscaping projects, wildlife habitat, managed hunts, and the NASPD conference.

2007 Initiatives and Programs—continued

As 2007 draws to an end, we hope to maintain much of the momentum of our programs into 2008. Continued efforts will be focused on:

- Maintaining extended hours for the mansion, to include weekends during the winter and to reopen daily April-October.
- Completion of development of exhibits and signs to interpret the historic area
- Updating and reprinting the Chippokes History brochure
- Expanding our outreach programs into the schools
- Emphasizing the "No Child Left Inside" theme with an effort to get more children out of doors (based on the nationally popular book by Richard Louv, Last Child in the Woods)

Bond Projects & Major Construction

Much staff time was devoted this year to attending construction progress meetings and monitoring of work under contract. Work completed or underway:

- Construction of the new Camp Store was completed and the store opened last summer. This has been well received by the public, with a 26% increase in revenues generated.
- The filter tanks in the pool pump room were replaced last spring
- Restrooms at the Visitor Center and Gardens were renovated
- The roof of the Mansion was replaced this summer and the building received a new paint job
- Phase II restoration of 4 additional historic buildings began this summer and is progressing well. All work is expected to be complete sometime this winter, and we hope to have two additional cabins open to the public sometime next year.
- The new maintenance building was also completed this summer and we have relocated the bulk of our operations to that facility.
- Work began on overhauling the Visitor Center exhibits as we transformed the area into a discovery center with a focus on educational programs. A/V equipment was purchased for the new DVD, spotting scopes were installed at the overlook, and cabinets and educational supplies were purchased. The work will be completed this year with installation of aquaria and taxidermy mounts.

Resource Management

- 2006 managed deer hunts were a success, with 26 deer harvested; 25 taken during the SHDH
- Implemented our first Archeological Field School in cooperation with DHR & USFS in Nov., and launched an Indian Autumn Celebration in cooperation with the Nottoway tribe Nov. 10 with a good public turnout.
- Aquifer testing was conducted in September as a requirement by the DEQ for obtaining a water withdrawal permit for increased water use. The permit is a laborious and costly process, and we hope to have results from the aquifer tests sometime this winter.

Personnel

The following permanent positions were filled this year:

- Park Ranger/ Interpreter—Beth Roach (new position)
- Program Support Technician—George Lewis
- Park Ranger—Josiah Jendrey (filled position vacated by transfer)
- The Assistant Park Manager position was restored in 2007 after having been lost in 1995. The recruitment process has been completed and we hope to have this position filled in January.
- On a sadder note, we said goodbye this fall to a dear friend and coworker, Ralph Chamberliss. Maintenance ranger since 1998, Ralph died in October due to complications from pneumonia. He was 56. Many remember Ralph as loud, boisterous, friendly, and totally committed to his job and family. A memorial bench will be installed in the historic area for Ralph this winter.

Mr. Doggett moved that a resolution be drafted to express appreciation to Kathy Wright, Kenneth Gray, Carol Bowman, the other staff members, John Soderberg and the other volunteers for their hard work on behalf of the Chippokes Farm & Forestry Museum. The motion was seconded and carried unanimously.

There being no further business, the meeting adjourned. Mr. A. G. Bradshaw, husband of Board Member Nancy Bradshaw, donated and served his wonderful barbecue for lunch. Mrs. Bradshaw donated and served her delicious pecan pies for dessert.

Respectfully submitted,

Katherine R. Wright
Executive Secretary

Attachments:

1. Financial Report for FY 2007
2. Financial Report for FY 2008
3. Budget for FY 2008
4. MOU Between Foundation/State Park on Front Gate Fees
5. Museum Attendance Figures
6. Farmland Contractor History