

Minutes  
Board of Trustees Meeting  
Chippokes Plantation Farm Foundation  
Friday, December 5, 2003  
1 p.m., Chippokes Mansion Conference Room  
Surry, Virginia

Board Members Present:

Mr. E C. Michael Abley  
Delegate William K. Barlow  
Ms. Shirley Davis  
Mr. E. Henry Doggett, III  
Mrs. Judy S. Lyttle  
Mr. Alan V. Monette

Mrs. Linda D. Morse  
Senator Frederick M. Quayle  
Dr. Peter B. Schultz  
Mr. J. Carlton Courter, III  
Mr. Joseph H. Maroon

Board Members Absent:

Mr. W. Christopher Doss  
Mr. Robert M. Felts, Jr.

Mr. W. Bruce Wingo  
Delegate Mitchell Van Yahres

Staff:

Mr. Leon E. App  
Mrs. Carol Bowman  
Mr. Luke Brackett  
Mr. Joe Elton

Mrs. Danette Poole  
Mrs. Donna Stewart Sharits  
Mrs. Katherine R. Wright

Other Guests:

Ms. Barbara Lindley

Mr. John Soderberg

Senator Fred Quayle, Chairman, welcomed everyone to the meeting. Since it has been one year since our last meeting, everyone was asked to introduce themselves. Ms. Barbara Lindley was representing the Friends of Chippokes.

Public Comment

There was no public comment.

Financial Statement

Mrs. Wright presented two financial reports. The first report is for the fiscal year 2002-2003. As of June 30, 2003, the 09 Contribution Fund contained \$382,208.39; the checking account had \$13,500.26; and the Endowment Fund had \$18,918.81 for a total of \$414,627.46. For the 01 General Fund, \$2.51 remained. This unspent amount returned to the State's General Fund. Attached is the report. Also included in the report was a 01 General Fund Budget History for the year, a year-end financial summary of all accounts, a detailed breakdown on all revenues and expenditures, the financial statement for 2002 and 2003 Steam & Gas Engine Shows, and a summary of the Endowment Fund.

For the current Fiscal Year of 2003-2004, the revenues to date come to \$14,742.71, and the Expenditures come to \$71,392.69 for a total balance of \$478,217.67 (attached).

Mr. Monette asked about the 15% reduction by the Governor for the 09 Contributions Account. Mrs. Wright confirmed that there was a 15% reduction in the 09 Contributions Account in the last fiscal year as well as in the current fiscal year. Mr. Monette stated that he did not think this was right to have a budget reduction in our Contributions Account. Mrs. Wright explained that the 09 Contributions Account contains farm rent income as one source of revenue, with general contributions and other revenues as other sources of income. Mr. Maroon stated that he would check into the matter. Subsequently Mr. Maroon confirmed that these mandatory reductions were not taken from specific contributions dedicated for specific purposes.

### **Past Minutes**

The minutes of the November 25, 2002 meeting were mailed to everyone prior to the meeting. Delegate Barlow made a motion to accept the minutes as presented. Mr. Doggett seconded the motion, and it was unanimously approved.

### **Merger Plan to the General Assembly**

Mr. Joe Maroon stated the merger idea originated with the Commission on Efficiency and Effectiveness, which was chaired by the Honorable L. Douglas Wilder and that the 2003 General Assembly required the Director of Conservation and Recreation to develop a merger plan. Mr. Maroon explained that he had established and met with an internal staff committee who assisted with the development of the proposed merger plan. He further explained that he had met with the Executive Committee of the Board of Trustees on three occasions as well regarding the proposed merger and the plan.

Mr. Maroon explained that the merger plan was sent to everyone in advance along with a letter announcing today's meeting. He then handed out and reviewed a synopsis of the proposed merger plan (attached).

The discussion included the following comments:

There were comments in favor of the merger so that there would not be confusion over who is managing what, and of the buffering that DCR could offer from across the board agency cuts.

There was the question as to how this was set up originally. Mr. App answered that the Department of Agriculture was charged with developing a model farm. It was then moved from Agriculture to DCR.

Mrs. Wright explained that the old Commission of the Industry of Agriculture produced a report in 1969 that covered all aspects of agriculture. This report identified a need to tell the story of agriculture and forestry. Various committees were formed to accomplish

what had been identified. In 1967, Chippokes had been donated to the Commonwealth of Virginia. Chippokes was considered to be an ideal location to tell this story because of its location to Jamestown and Williamsburg. When the Chippokes Foundation was created in 1977, it was placed within the Department of Agriculture and Consumer Services. The Chippokes Foundation was transferred to DCR as a result of the expansion of the Governor's Cabinet. The position of Secretary of Natural Resources was created, and the appropriate state agencies were transferred under the new secretariat. The Chippokes Foundation was transferred along with DCR.

Mr. Doggett expressed his concern about the economy of the farming community. He wishes that Chippokes remains a working farm, however, we may eventually see no one bid on the farm contract. The mission of the Board is not fully realized to educate people on agriculture, forestry and conservation in the past, present and future. There is something to be said about the autonomy of the Board.

Mr. Elton stated that Mrs. Stewart went to great extent so that this property could be here indefinitely. We have never reached potential, but just have to keep plugging along.

Mr. Monette stated that the state would never provide the money for the center. We have to do the public/private partnership route.

Mrs. Lyttle stated that we need to do what will get us to where we want to go the fastest. She also stated that the pier that is part of the proposed Farm and Forestry Center is a good idea. For 2007, Surry County highways will still be narrow country roads from the ferry to the Park. She also stated that no matter where we (the mission of the Foundation) are, we are still in the hands of the Governor and General Assembly.

Mr. Schultz stated a merger occurred for his office and for many reasons it was beneficial, even if people were not comfortable with the change at the time.

Mr. Abley asked why there has only been one meeting in a year. Mrs. Wright replied because of the proposed merger.

Senator Quayle wanted to thank Mr. Maroon on his plan. He does not doubt this farm will continue despite a merger or not. He addressed Mr. Schultz's comment on Virginia Tech structure. The Senator sees it as an entirely different situation. Whereas Virginia Tech may have sufficient funds for repairs, it is widely known that State Parks has a shortage of funding resources. If we were to merge, we would be competing with all state parks to get in line for repair projects and wait our turn.

Senator Quayle stated that the Board has a vision. We have made progress with a preliminary design, but due to the economic situation of the State and Country, our project has not been accomplished. We need private enterprises, and as an independent Board and Foundation, we are in a better position. If we had merged ten years ago, we would not be where we are today. However, our discussions have shown areas that can be eliminated due to duplication. Maybe in a year or two, we may decide to merge.

Delegate Barlow stated that we need to continue to explore other possible options such as obtaining funding from private foundations. Mr. Monette and others have talked with possible financial contributors, some have the capacity to give major gifts, however, we cannot make a concrete proposal because we are not on firm ground at the present time.

Mr. Abley asked if anyone is pushing this merger. Mr. Maroon replied that several other boards have merged out of existence as an overall streamlining of State Government. For example, the State Parks Foundation and the Public Beach Board have been merged into the Board of Conservation and Recreation. Once Governor Wilder's Report on Efficiency and Effectiveness recommended the merger in October of 2002, Governor Warner picked up the recommendation and included it in his budget that came out in December of 2002. The General Assembly did not adopt that recommendation, but required that conduct a study of a potential merger.

Senator Quayle is not sure if the action that the Board takes today will make a difference. It is the call of the Governor to present and the call of the General Assembly to accept.

Senator Quayle then asked the Board of Trustee members for those in favor of recommending that we go ahead with the merger to please show hands. No one raised his or her hand.

Senator Quayle then asked the Board of Trustees for those in favor of not proceeding forth at this time with the proposed merger, to raise their hands. All board members raised their hands. Mr. Maroon abstained from the vote.

Mr. Maroon stated that he plans to convey the vote of the Board to the Governor.

#### **Donation of Additional Land to Chippokes**

In January of 2003, Mrs. Lucy Reasor expressed her interest in donating the 265-acre Walnut Valley Farm to Chippokes. The donation was approved by the General Assembly. The property is adjacent to Chippokes and is bordered by Highgate Road and the Lower Chippokes Creek Bridge. Part of the old Chipox Road is located on this new addition.

#### **Preparing Chippokes for 2007**

Mrs. Sharits stated that we just had a good discussion, and that no matter what happens, everyone in this room loves Chippokes.

She referred to the booklet in everyone's folder called "Concept for 2007". In 2007, this country will be celebrating the highly anticipated 400<sup>th</sup> anniversary of the settlement of Jamestown. This pictorial booklet represents what it will take to put our "best face" on Chippokes Plantation State Park and the years ahead. It has been estimated that

approximately \$2.5 million in private donations would need to be raised from the private sector to accomplish the renovations, improvements, development and construction at Chippokes that are outlined in this report. She stated, with funding, most if not all of these projects might be accomplished by 2007. Also listed in the booklet is what the General Obligation Bond funds will accomplish. Sharits contrasted this concept (\$2.5 million) with the proposed Farm and Forestry Center concept (\$29 million complex) and noted that setting out to raise \$2.5 million would make vast improvements to Chippokes Park and put our Trustees in much better form to raise the money needed for the proposed Center. She suggested making the 400<sup>th</sup> anniversary of the establishment of Chippokes Plantation (2019) the new goal for completion of the Center.

Mr. Doggett stated that raising \$2.5 million is doable and will give the Board a chance to see what it can do. Even if the Center will not be reached by 2007, this would be planting the seed for the Center project.

Mr. Monette stated that as this board knows, he is not a big fan of state construction process because he sees estimated construction figures as overly inflated. If we were allowed to go to the open market and get proposals from competing markets to make the capital improvements to the Park or to build the Center in the most economical way, then he would support it wholeheartedly. Mr. Maroon suggested that he get with Senator Quayle regarding the many State requirements that cause the need or perception that the overly inflated fees are a must when making improvements at Chippokes.

Mr. Maroon made a motion that the Board of Trustees endorse the proposed capital improvements for Chippokes Plantation for 2007 and help raise the \$2.5 million. Mrs. Lyttle seconded the motion, and the vote carried unanimously. Mr. Quayle then stated Mrs. Sharits will now tell us how we need to raise the money.

### **Development Report**

In the interest of time, Mrs. Sharits abbreviated her report and asked everyone to refer to the Development Report in their folders (**attached**). Here are highlights of the Development Report:

1. \$2,955 was raised to cover the deficit of the rained out Chippokes Steam & Gas Engine Show.
2. Received a \$1,500 grant from the Chesapeake Bay Restoration Fund for SOL programs.
3. Worked with students from the Small Business Institute from Christopher Newport University in developing a marketing plan for Chippokes. The presentation will be on Tuesday, December 9 at the school. An invitation to attend the presentation and/or dinner reception at Dr. Stephanie Huneycutt's home is also included in everyone's folder.
4. The 2003 fall edition of the newsletter will be mailed the week of Dec. 8.

### **Museum/Foundation Report**

As it was almost time for the meeting to end, Mrs. Wright also abbreviated her report by quickly giving the top ten reasons this was a very unusual year for the Foundation/Museum. Her top ten report highlighted staff changes, extreme weather conditions and the merger discussions among others. **Her more complete report is attached.** Mrs. Wright made reference to the report in everyone's folder entitled "2003 Attendance Data, Chippokes Farm & Forestry Museum". The total museum attendance is 6,099 for 2003. Also, a very complimentary letter was included in everyone's folder on one of the museum's programs (**attached**).

### **State Park Update**

Mrs. Poole gave a report on Chippokes Plantation State Park (**attached**). Highlights included:

1. From January – October 2003, there have been 568 volunteers contributing 7,982 hours. This figure is comprised of 321 individual volunteers at 5,201 hours and 22 volunteer groups consisting of 247 people at 2,781 hours.
2. Preliminary work is underway on three bond projects. The new water well has been installed, archeological surveys have been conducted for the campground and water system, the new well has been installed, and Commonwealth Architects have been hired and have begun to complete detailed surveys of the 18 historic buildings earmarked for repair.
3. Park attendance is off by about 12% from 2002 due to the unseasonably wet weather and Hurricane Isabel.
4. Chief Ranger Luke Brackett has discovered an old roadbed that connects Bacon's Castle with a landing at Chippokes. The road is called the Chipoax Road, and was originally established in 1775. A NPS Gateways grant was obtained to fund an archeological survey prior to development of a multi-use trail.
5. Hurricane Isabel brought a closure to the Park from September 17<sup>th</sup> (the day before the Hurricane) to October 24. Electricity was out for 12 days. Cleanup efforts have been monumental. Currently a statewide debris removal contract is being renegotiated in hopes that the bulk of the cleanup cost will be covered by FEMA. Chippokes trails remain closed until cleanup efforts are completed.

There being no further business, the meeting adjourned.

Sincerely,

Katherine R. Wright  
Executive Secretary

**Attachments**

1. Trustee Membership List
2. Financial Report – FY 2002-2003
3. Financial Report – FY 2003-2004
4. Merger Plan Synopsis
5. Concept for 2007 booklet
6. Development Report
7. Invitation to CNU's Small Business Institute Presentation and Reception
8. 2003 Attendance Data (draft)
9. Foundation/Museum Report
10. Boy Scout Complimentary Letter
11. Chippokes State Park Report