



## Draft Minutes

Delaware Heritage Commission Meeting

Delaware Public Archives - Dover

July 9, 2014

### Members in Attendance:

Richard Carter, Chair  
Thomas Brown  
Charito Calvachi-Mateyko  
Michael DiPaolo  
Janice A. Durham  
Deborah P. Haskell, Ph.D.  
Stephen Marz  
J. Everett Moore, Jr.  
Harvey B. Rubenstein, Esq.  
Bradley Skelcher, Ph.D.  
Tim Slavin  
Sarah B. Williams  
Terrence K. Wright

### Guests:

Lori Hatch - DPA  
Madeline E. Dunn - DHCA  
Tom Summers – DPA

Chairman Carter called the Delaware Heritage Commission meeting to order at 2:30 p.m. on Wednesday, July 9, 2014 at the Delaware Public Archives in Dover.

### Business Agenda:

1. **Greetings and Introductions** - Chairman Carter welcomed members to the July meeting. He also announced that legislation was enacted recently which enabled the Director of the Division of Historical and Cultural Affairs to now serve the DHC as a voting member.
2. **Approval of Minutes** – Minutes were reviewed and a correction was requested regarding figures reported under the “Book Fund – Financial Report dated 5/7/2014.” Figure was corrected to read \$92,303.98. Motion to approved revised minutes was made by Harvey Rubenstein, seconded by Janice Durham, and unanimously approved by members.
3. **Financial Report** – Lori Hatch reviewed the financial report as distributed to Commission members. Ms. Hatch clarified information as requested by members. Discussions included a conversation to keep CD’s intact for one year. A motion to change the mailing address for Gannett Stock to the Delaware Public Archives was made by Harvey Rubenstein, seconded by Terry Wright, and unanimously approved by members. The motion to approve the Financial Report as presented was made by Harvey Rubenstein, seconded by Michael DiPaolo, and unanimously approved by members.

4. **Chairman's Report:**

- a. Chairman Carter reported that the Medal of Honor Memorial was installed at Legislative Hall on June 3, 2014.
- b. Chairman Carter distributed a photo collage detailing information about DHC and DPA's Memorial Day Observance honoring Lt. Col. David Stricker of the 2<sup>nd</sup> Delaware Regiment and other Civil War veterans at Dover's Old Methodist Cemetery on May 25, 2014.
- c. Chairman Carter announced that the DHC will host a special appreciation luncheon for DHC members in Lewes during the month of August at Irish Eyes Restaurant. Details regarding this fun event will be communicated during the next few weeks.
- d. Chairman reminded DHC members that the September meeting will be held at the Cauffiel House in Claymont on Wednesday, **September 17, 2014**. DPA will provide van transportation from Dover to Claymont. He also mentioned that brief tours will be given of the Cauffiel House, Robinson House, and Darley House before the meeting.

5. **McKinstry Grant Application:** Chairman Carter announced that an application needed to be reviewed regarding the funding of former Senator Roger Martin's request for researching and publishing two books. Chairman Carter mentioned that proposed publications would be completed in two phases -- (1) updating the old publication about Delawareans in the U.S. House of Representatives and expanding it to the present; (2) publishing a book about Delawareans in the Senate. He also mentioned that the grant selection committee would discuss details at the September meeting before DHC members voted on the application.

6. **Remarks by Ex-Officio Members in Attendance:**

- Stephen Marz – Informed DHC members that Archives held a special donation ceremony on June 3 which was attended by the Governor, Secretary of State, and numerous legislators. During this event, Governor Markell and Director Marz accepted the Kitchell Collection on behalf of the State of Delaware. He explained that this donation consisted of TJ Healey's materials from the *Voices of War* project. In addition, Director Marz noted that the *Delaware in World War II* shadow box display opened to the public on the same day. He noted that this new display contains numerous pictures and documents showing the contributions of Delawareans during the World War II era. He also mentioned that special case features included the war efforts of women and African Americans. Director Marz announced that he was scheduled to make a special presentation titled "Docs that Rock" on July 15 at the National Association of Secretaries of State.
- Tim Slavin – announced that the Division of Historical and Cultural Affairs recently received two awards from the American Association of State and Local History. One award recognized the Division's efforts to conserve and preserve recovered artifacts from the *H.M. Brig DeBraak* and to conduct interpretive tours to the public. He explained that the second award was received by the Delaware Historical Society's *Forging Faith* exhibit which was designed, fabricated, and installed by the Division. Director Slavin also announced changes in personnel – Mariam Carpenter joined the staff as curator of collections and announced that Chuck Fithian retired as curator of archaeology.

6. **Remarks by Ex-Officio Members in Attendance (cont.):** In response to the announcement of Chuck's retirement, Chairman Carter suggested that a special tribute be given to Chuck Fithian in recognition of his assistance with a number of projects. A motion in support of the Chairman's recommendation was made by Michael DiPaolo, seconded by Terry Wright, and unanimously approved by members.
7. **Delaware Authors Day Arrangements:** Debbie Haskell updated DHC members about plans for this fall event. She explained that the event, co-sponsored by the Commission and the Lewes Historical Society, was scheduled for Saturday, November 1, 2014 and would be held at the Lewes Presbyterian Church Fellowship Hall. Dr. Haskell announced that speakers were approved and that promotion and social media would be handled by Everett Moore. Anticipating a variety of expenses, Dr. Haskell requested money to cover costs associated with catered lunches for authors, advertisement, and use off the fellowship hall. Following discussions, Brad Skeltcher made a motion authorizing Dr. Haskell to spend up to \$2,000. The motion was seconded by Michael DiPaolo and was unanimously approved by members.
8. **New Grant Proposal:** Chairman Carter and Harvey Rubenstein reminded members that during the November 2013 meeting, approval was given for the establishment of a new grant that did not exceed \$10,000. Having distributed a copy of the proposed "Redraft of Resolution – New Type of DHC Grant," they explained that the Commission would award grants at their discretion to qualified individuals and/or organizations. Members exchanged many ideas including the need to justify the approval of grant requests, necessity of enhancing vistas, the need to publicize and promote grant programs, and the importance of receiving a letter of intent from applicants. Following discussions, Harvey Rubenstein made a motion to accept the "Redraft Resolution." The motion, seconded by Everett Moore was unanimously approved by members. Tim Slavin noted that since DHC's grants were named in honor of individuals, he proposed that this new grant be called the Rubenstein Grant in honor of Harvey Rubenstein. The motion, seconded by Terry Wright was approved by members. Harvey Rubenstein abstained from voting.
9. **Report on Publications:** Chairman Carter discussed the status of several publications and reviewed estimates for publishing.
  - The History of Delaware Through Its Governors, 1776 - 2008 was almost finished. The section on Governor Minner was being edited by Chairman Carter, Dr. Haskell was proof reading the text, and preparation for professionally indexing the book was underway. Chairman Carter reminded members that special funding from the General Assembly would cover publication expenses.
  - Forging Faith, Building Freedom – members reviewed estimated costs for publication obtained from three publishing companies. After discussions, a motion made by Harvey Rubenstein, seconded by Everett Moore, and unanimously approved by members supported Chairman Carter's recommendation to accept the estimate submitted by United Book Press, Inc. to print 1,000 perfect bound (paper back) copies (\$7,347) and 700 case bound (hard cover) copies with leatherette cover (\$7,193). Total cost \$14,540.00.

- 9. Report on Publications (cont.):** Chairman Carter presented members with written estimates from Bookmasters, Inc. for reprinting the following Commission's out-of-print books -- History of African Americans of Delaware, East of the Mason-Dixon Line, Pierre S. DuPont, and Delaware During the Civil War. Chairman Carter asked members to decide whether to print hard cover copies, or soft cover copies, or a combination of both. After general discussions, a motion made by Everett Moore, seconded by Bradley Skelcher, and unanimously approved by members approved the purchase of 1,000 hard cover copies of each publication. Total expenses \$14,348.
- 10. Other Business:**
- Tim Slavin announced that the Division of Historical and Cultural Affairs is assisting with the publication of a book on the life of Charles Parks which includes photographs of more than 300 pieces of fine art owned by the State of Delaware and housed within the Division's collections. He mentioned that he would like to obtain DHC's financial assistance for publishing the book and will provide details at an upcoming meeting.
  - Chairman Carter mentioned that he is working with Tom Welch and is printing scholarly documents about Allan McClain at the Legislative Hall print shop and anticipates copies that will be printed in August.
  - Terry Wright announced that the Gettysburg video project is underway.
- 11. Adjournment:** Chairman Carter adjourned the meeting at 4:20 p.m.

Respectfully Submitted,  
Madeline E. Dunn