



## Draft Minutes

Delaware Heritage Commission Meeting

Delaware Public Archives - Dover

September 17, 2014

### Members in Attendance:

Richard Carter, Chair  
Janice A. Durham  
Deborah P. Haskell, Ph.D.  
Francis A. Ianni  
Stephen Marz  
J. Everett Moore, Jr.  
Harvey B. Rubenstein, Esq.  
Bradley Skelcher, Ph.D.  
Timothy Slavin  
Sarah B. Williams  
Terrence K. Wright

### Guests:

Madeline Dunn - HCA  
Thomas Summers - DPA

Chairman Carter called the Delaware Heritage Commission meeting to order at 3:10 p.m. on Wednesday, September 17, 2014 at Cauffiel House – Belleview State Park in Wilmington, Delaware.

### Business Agenda:

1. **Greetings and Introductions** - Chairman Carter welcomed members to the September meeting. He also introduced State Senator Karen Peterson who read a special legislative tribute (#147) to Harvey B. Rubenstein, Esq. honoring his 40 years of service as a member of the Delaware Heritage Commission. This special tribute recognized Mr. Rubenstein's accomplishments including his leadership in the development of labor laws, and his service as President of the Delaware State Bar Association and the Delaware Bar Foundation.
2. **Approval of Minutes** – Members reviewed the minutes of the July 9, 2014 meeting. Harvey Rubenstein moved that they be approved as written, Sally Williams seconded the motion, and the motion was unanimously carried.
3. **Financial Report** – Steve Marz presented the financial report. Harvey Rubenstein made a motion that this report be accepted as presented, Terry Wright seconded the motion, and the motion was unanimously carried.

4. **Chairman's Report:**

- a. Chairman Carter announced that in consideration of the special tour of historic properties which DHC members participated in , the original agenda would be modified.
- b. Chairman Carter announced that Timothy Slavin, Director of the Division of Historical Affairs and State Historic Preservation Officer, was officially a voting member of DHC.
- c. Chairman Carter mentioned that the Lewes luncheon, honoring DHC members and their volunteer service contributions, was a successful event on August 27, 2014.
- d. Extension of contractual services agreement for Jessica Schrum (graphic designer – DPA) – Chairman Carter proposed that the contractual service agreement be extended to read “up to 20 hours.” He explained that this modification would include book jacket designs for the duPont book, Mason & Dixon book, the Civil War book, and the African American history book. He also indicated that costs for her work on the Governor’s book would come out of the funding provided by the Delaware General Assembly. Motion to support this proposal was made by Terry Wright, seconded by Janet Durham, and unanimously approved. Chairman Carter was instructed to write a letter of agreement noting Ms. Schrum of the contractual change.

5. **Grant Applications:**

**McKinstry Grant Application:** Chairman Carter proposed that Senator Roger Martin’s request for researching and updating the Delaware Congressmen book be funded at a total cost of \$2,500. A motion to accept Chairman Carter’s proposal was made by Harvey Rubenstein, seconded by Terry Wright, and unanimously approved.

**Special Fund Grant Request:** Chairman Carter invited Timothy Slavin to summarize a grant proposal for \$13,000 to help offset costs for a coffee table book about Delaware sculptor, Charles Parks. Mr. Slavin explained that a collection of approximately 300 pieces had been entrusted to the State of Delaware as part of the State’s official collection administered by the Division of Historical and Cultural Affairs. He also noted that funding had been provided by the Parks Foundation (\$20,000) and the Division (\$14,200) for the printing of a history based on oral interviews. The book is authored by Pam George and contains photographs by Kevin Fleming. Conversations indicated that a total of 1,000 copies would be printed (600 for DHC to sell or give away, 200 copies to the Parks Foundation, and 200 copies to the Division of Historical and Cultural Affairs). The publication would be approximately 15” X 15”. Terry Wright suggested that DHC utilize a combination of funding from SFY 2013, SFY 2014, and the current book fund to cover expenditures. Harvey Rubenstein made a motion to fund \$13,000 for this project. The motion was seconded by Sally Williams, and unanimously approved.

6. **Update on Delaware Authors Day:** Dr. Haskell mentioned that plans for the upcoming November 1<sup>st</sup> event were progressing nicely. She noted that 35 authors had registered to participate. She also mentioned that assistance would be needed to move chairs and set-up the second floor to accommodate space for lunches provided for the authors.

**7. Report on Publications:**

- a. Governor's Book - Chairman Carter noted that Dr. Haskell was proof reading the governor's book and that estimates for indexing the book would be forthcoming.
- b. Wilmington Riots – Chairman Carter noted that Drs. Skelcher and Haskell were reviewing material.
- c. Forging Faith – Chairman Carter indicated that the Delaware Historical Society anticipated a finished manuscript in September and that he would make sure that the DHC logo was used on this publication.

**8. Other Business:**

Chairman Carter expressed his appreciation to Terry Wright for making arrangements for members to visit several historic sites including the Claymont Historical Society, the Robinson House, and the Darley House. In appreciation of the tours conducted, Chairman Carter suggested that a \$100 donation be given by DHC to each historic property in appreciation of the tours their volunteer conducted for the members of DHC. This motion was made by Harvey Rubenstein, seconded by Terry Wright, and was unanimously carried.

- 9. Adjournment:** The meeting was adjourned at 4:35 p.m. and members were invited to the home of General and Mrs. Frank Ianni for refreshments.

Respectfully submitted,  
Madeline E. Dunn