

**Historic Evergreen Cemetery
Executive Planning and Review Team Minutes**

February 19, 2019

**5:30–7:00 p.m., Seminar Room #1, Claude G. Perkins Living and Learning Center,
Virginia Union University**

Team members present:

Mr. Archer, Ms. Baskerville, Mr. Burke, Ms. Campbell, Ms. Davis, Ms. Fleming, Mr. Hopkins, Ms. James, Ms. Libron, Ms. Mitchell, Mr. Mitchell, Ms. Moore, Ms. Rogers, Mr. Ritter, Mr. Shuck, Mr. Smith

Facilitators present:

Dr. Maris-Wolf

Guests:

Brett, Glymph, Pond & Co. team-Andrew Kohr, Debbie Mattson, Aubrey Sabba

ExPRT Meeting Minutes:

- Welcome and Introduction
 - The tenth ExPRT Meeting held February 19, 2019 at Virginia Union University began with approval of the January 22, 2019 meeting minutes introduced by Secretary, Marilyn Campbell. A motion was made to receive the minutes by Mr. Hopkins. Minutes were properly seconded by Ms. Moore. Correction noted of a wreath laying ceremony instead of leaf laying. The motion was carried.
 - Revised charter draft was circulated for review and discussion planned for March meeting. Any questions or comments can be sent in prior to meeting. Mr. Maris-Wolf acknowledged the work of the Membership committee in preparing this draft of charter.
- Introduction of Special Guests

Ms. Brett Glymph, director of the Virginia Outdoors Foundation, partner with the Enrichmond Foundation on the restoration of Historic Evergreen Cemetery spoke on her interest, involvement and thanked all for their service. Brett commented about the follow up of the MLK Day publicity. She quoted writer, Ross Catrow in one of his emails, he called Evergreen “the focal point of Richmond’s racial reconciliation work.” A letter of thanks was left with the secretary from the Virginia Outdoors Foundation.

Recognition given to Pond & Co. firm members: Andrew Kohr, Debbie Mattson, Aubrey Sabba followed by the introduction of ExPRT members.
- ExPRT updates
 - Dr. Maris Wolf circulated a feature article on Evergreen in the *Broadside* magazine publication produced by the Library of Virginia. The article highlights the burial records found at Evergreen & Woodland cemeteries, which are now online searchable.
 - Birthdays in February sing along to members followed. Birthday cake was provided with dinner.

- Master-Planning Activity
 - Pond & Co. master-planning team with Andrew Kohr, presiding.
 - Mr. Kohr shared overview of Pond & Co.'s work background, the master plan process and why we are here this evening via PowerPoint presentation.
 - Goal: to create a comprehensive accessible vision that establishes a framework for decision making over a seven month period to accomplish said goals
 - Steps involved: collect a lot of data to analyze to make a living document using graphics, maps, action items, physical elements, etc. Consider the boundaries of the property where change may be needed or improvements. Test the process.
 - Items to consider in planning/best practices to test your vision and mission: other cemeteries, complex site – a lot going on, promotional, programming education, how to celebrate Evergreen, what do we preserve first, how do we manage visits to the site, how do you include tourism and social media, etc. Perpetual care was brought up as a concern for future.
 - Exercise: The team broke out into 30-minute work group sessions with different topics assigned and reported the collective thoughts from the three teams about the approach to restoring Historic Evergreen grounds. Results shared: (A) unknown burials acknowledged, signage and beautification, beautify the entrance, preservation, chapel or place people could go for comfort inside or outside (B) back entrance now front entrance, old access not so safe, wide road for access, name and brand some of the areas like, Maggie Walker Arche, could have street names after people/pastors, signs used that represent the history of African American communities – Carver, Fulton, Navy Hill (obliterated communities) (C) visitation, feel of the entrance, i.e., columns used in entrance, research the past of what looked like in the past, location of the entrance in conflict (today or then), consider the views you have in different places in the cemetery, consider the visitor experience whereas, kind of motorized transportation for visitors on tour important, safety and security- medical and water stations around the grounds.
 - Pond & Co. will compile the input and share back in future meetings. Mr. Kohr expressed appreciation for having the ExPRT team to work with and says the uniqueness is as the project is completed, the ExPRT team remains to continue to champion involvement.

- Congressman Donald McEachin kindly stopped by briefly to greet all, as he was in attendance of an affair within the building.

- Meeting adjourned 7:40 p.m.

- Future meeting dates from 5:30-7:00 p.m.:
 - Tuesday, April 23, 2019
 - Tuesday, May 28, 2019