

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

May 21, 2019

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

Team members present:

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

Facilitator present:

Dr. Ted Maris-Wolf

Guests:

Sakiye Moore, Joseph Rogers

Meeting Agenda:

ExPRT Meeting Minutes: April 23, 2019

- Welcome and Introduction
 - The 12th ExPRT Meeting held April 23, 2019 at Virginia Union University began with approval of the March 26, 2019 meeting minutes introduced by Secretary, Ms. Marilyn Campbell. A motion was made to receive the minutes by Mr. Maurice Hopkins. Minutes were properly seconded by Ms. Veronica Davis. The motion was carried.
- ExPRT member brief updates
 - Veronica Davis reported that adjustments have been made to the proposed reality series of Evergreen Cemetery after speaking with producers. It is now a five-part documentary series entitled, “Resurrecting History.” Upcoming will be calling people for input and opinions. Three persons have been selected and two more to be included with a national appeal or status. Names include, Maggie Walker, John Mitchell, Dr. Sarah Garland Jones, additional names may include Charles Gilpin, and Charles B. Jackson. A debut is also a part of the planning. Ms. Rogers suggested that conversations include the inclusion of the names of those that not prominent, but rest in the cemetery. Ms. Lyons offered the names, Ora Newman, and her great-grandfather, Daniel J. Farrar, Jr. She expressed that recognition should be given to Bill “Bojangles” Robinson. Send comments to Veronica Davis.
 - John Shuck shared that the city is preparing for the renaming of the Boulevard to Arthur Ashe Boulevard. City agents have requested clean-up of the grounds around Ashe’s gravesite in Woodland Cemetery. John Shuck will be supervising clean-up activities. Ms. Davis shared that she will be meeting with Delegate Delores McQuinn to have discussions regarding Woodland Cemetery’s condition. Ms. Baskerville suggested consideration of inviting Delegate McQuinn to an ExPRT meeting to meet the team members.
 - Ms. Baskerville reported that the Virginia members of the Sierra Club are very interested in finding out what they can do to assist with the cemetery. This group with interest in preservation and soil conservation, met with Ted and Viola in previous week, ending with a tour of the grounds. The organization will have a national conference coming up soon and wants to plan a tour of Historic Evergreen in their conference schedule.

- Update on Evergreen Activities
 - Ted Maris-Wolf followed up on 911 emergency call efforts to find out how dispatches can respond to needs. The discovery was that Evergreen was not listed in their data, but since his meeting, Evergreen has been patched into a system with Henrico County and Richmond.
 - Mr. Maris-Wolf also expressed the fact that families had complained about the quality of mowing in the center “new” loop of the cemetery, currently under a maintenance contract with American Burial Services. Ted reported having communicated these complaints to the contractor.

- Revised ExPRT Charter
 - Mr. Maris-Wolf presented the revised draft of the ExPRT Charter. Mr. Maurice Hopkins brought up a few issues. Who is a facilitator from the EnRichmond staff? Should the wording be changed to Caretaker versus person that may not be as aware of the EXPRT team’s progress.
 - Mr. Hopkins expressed that the facilitator is a designated staff person from Enrichmond should lead. (1) Motion. Ms. Ajena Rogers made a motion to amend the charter: The Facilitator is a member of Enrichmond Foundation’s Historic Evergreen Cemetery, Seconded, by Ms. Chryshunda Moore. The motion carried.
 - Discussion about the secretary and assistant secretary followed. (2) Motion. Mr. Maurice Hopkins made a motion to amend the charter with the following: The Secretary and the Assistant Secretary will serve a single one year term at which time a secretary and assistant secretary will be nominated and elected. (Continue the language in the remainder passage, the Secretary and Assistant Secretary). Seconded by Ms. Viola Baskerville. The motion carried.
 - A brief discussion was held on member responsibility of meeting attendance. The charter was noted as having regulations on attendance and number of absences.
 - Motion. Ms. Viola Baskerville made the motion that the Facilitator will notify persons in writing of their removal from the committee and keep the March 31 date to send the letter of removal notification. Seconded by Ms. Marilyn Campbell. The motion carried.
 - Motion. Mr. Maurice Hopkins made a motion to adopt the charter with said changes. Seconded by Ms. Viola Baskerville. The motion was carried.

- Preparation of materials and planning for future community conversations
 - Current plans are to develop dates for community conversation sessions. Preliminary plans are to host sessions in the month of June, 2019. Ted Maris-Wolf entertained discussion: What are the goals of the public meetings?
 - **Comments:** Notification of what is going on and communicating the reasons for having the sessions whereby one can join and get involved. Good idea to associate ourselves with specific organizations based on our past experiences. The initial session was very good, but some of the later ones did not have the numbers due to low promotion. Should elicit support from the city of Richmond. May be a good idea to record some of the stories from people and share. A program could be held where the Black History Museum or churches could acknowledge Evergreen Cemetery with a week or month celebration. Consider an anniversary date to celebrate (fall of the year?) because of restoration. Reminder noted of promise shared at community conversations of a spring/summer share session. Look at the maps we have developed and how they can be used (posters, pamphlets, etc.) What tools would you want to have? Graphics and need boards for people to write down their own ideas. Include pictures of ‘then and now’..showing the progress that has taken place. Should include a countdown on where we are now, organizations that have been involved, acres cleared. Educate people on what restoration entails. Use less formal items, like sticky notes versus all PowerPoint presentations. Promotional strategic planning is needed with a timeline. Suggestion to give presentation to City Council members by getting on their land use schedule. Are there resources to hire in event planning arena? Look at the resources within membership. Connect with tourism groups... Virginia and Richmond tourism. Use others’ websites, social media too. Think that some things should be Enrichmond’s

responsibility. How do we get the public input coordinated? Facilitators are good to use in the community conversation sessions.

- Mr. Hopkins expressed concern that a former ExPRT member and longtime volunteer at Evergreen, Mr. Marvin Harris, was soliciting funds from the community without mention of the ExPRT, the restoration planning underway by ExPRT and Enrichmond, or the Enrichmond Foundation, which owns the cemetery. Mr. Hopkins, along with those present, urged Mr. Maris-Wolf to contact Mr. Harris about creating a Memorandum of Understanding between him and his organization and the Enrichmond Foundation. Mr. Maris-Wolf proposed that at a future meeting, the ExPRT consider the general elements of a Memorandum of Understanding that would apply to Mr. Harris's group, as well as all partners, who wished to collaborate with the clean-up and restoration efforts at Evergreen and adjacent East End Cemetery, which Enrichmond also owns.
- Meeting adjourned 7:25 p.m.
- Next meeting date from 5:30-7:00 p.m.
 - Tuesday, May 21, 2019