

The Historic Greenfield Preservation Advisory Council of Botetourt County

Minutes for Tuesday February 21, 2023

Greenfield Education Center, Auditorium at 3:00 p.m.

Call to order - Council chair Jim Johnston called this meeting to order at 3:00 PM and welcomed everyone present. Other members in attendance were Danny Kyle, Keith McMurry, Wendy Warren (on MS Teams), Curtis Brown, Beth Pappas, Lynne Bolton, Ann Morgan, Edward Preston, Roblyn Brand, Will Dibling, and Cheryl Sullivan Willis.

County staff in attendance were County Supervisor Steve Clinton and Jon Lanford, Assistant County Administrator. Members unable to attend: Eugene Journiette.

Minutes – Wendy Warren emailed the draft meeting minutes in advance of this meeting. A motion was made and seconded to approve the January 17 meeting minutes. All approved by voice vote consensus.

Supervisor's Report – Supervisor Steve Clinton will meet with Jim soon concerning budget items.

Oral History Event on Feb. 19 – Jim Johnston praised Council for a very good turnout for this event at the Botetourt County History Museum and thanked Roblyn Brand and Beth Pappas for organizing it. About 50 people were in attendance, including nine members of the Council. He asked Curtis Brown and Cheryl Sullivan Willis to provide a copy of their remarks. Next time Council will need to get a larger area.

History Museum ED Lynsey Allie will transcribe the audio recordings, which will take some time. African American genealogist Ruth D. Hunt participated in the event via Zoom.

Cheryl recommended that Council host this event again. Ken Conklin, author of book about Norvell Lee was at the event. Reporters from WFXR, WDBJ and the Fincastle Herald were there. Here are links to some of those stories:

[Museum in Botetourt County honors black history through storytelling \(wfxrtv.com\)](https://www.wfxrtv.com)

[Oral History Event at museum celebrates Black History Month \(fincastleherald.com\)](https://www.fincastleherald.com)

Grants Committee – Jim said Council needs to discuss grant opportunities before it can talk about restoration of the Summer Kitchen and deferred to Roblyn Brand to update Council on its grant application status. She will hear back from the AACHAF on

whether Council's letter of intent will be accepted to move forward in filling out the grant application.

She discussed the African American Indigenous People of Color grant opportunity through the Virginia Department of Historic Resources and was one of 300 people from across the state who attended an informational Zoom meeting to learn more about this grant. A total of up to \$5M is available and should be fairly easy to apply for.

It has three requirements: Grant money can only be used for historic preservation; the site must be listed on the Virginia or National Registers of Historic Places, and the applicant must have an open space easement. Steve is currently collecting documents from the County to make sure Historic Greenfield will meet that second part of the requirement. He found a "Declaration of Protective Covenants" and will send it to a DHR representative to get it approved. Jon Lanford will also assist in locating the appropriate County open space easement documents. Jim feels positive that this document will meet this requirement.

Will Dibling recommended that the County attorney review it before sending it along.

Amounts to apply for range from \$50K to \$1M, and the projects must cost the amount applied for. Council can apply for multiple projects, and the money can be used for building rehabilitation and stabilization. Council will apply for funding to preserve all three buildings. To qualify for the Spring 2023 first round grant Council must be "shovel ready." Council is not there yet, so it will need to wait until the fall to apply for the grant.

If Council gets approval to apply for the AACHAF grant in April, it will apply for \$65,000 to plan the restoration for all three buildings. The timing of this grant will put Council in a better position to apply for the Fall 2023 AAIPO grant in case it doesn't receive any funding from the first grant.

Council will have about \$230,000 available by the end of the year. It could start spending now on one of the buildings, or it can wait until April and see where it is in the AACHAF grant process.

Council will need to pay for architectural site plans on all three buildings before any work can be done. The RFP process will take anywhere from 90 days to 6 months to find and hire building contractors.

Restoration of Summer Kitchen – Jim said that Council needs to get the planning done soon and be prepared to accept bids. Members decided it is better to get one building ready, and Steve agreed that Council should focus on the Summer Kitchen.

A MOTION was made by Lynne Bolton to request that Botetourt County send out a request for estimated bids as soon as possible from AECOM and Hill Studio requesting construction plans and building specification documents on the Summer Kitchen by April 1. The goal is to have the Summer Kitchen “shovel ready” by Fall. SECONDED by Edward Preston. All approved by voice vote consensus.

Jon Lanford understood the urgency of this motion and will get the RFP process going soon.

Greenfield Booklet – Danny Kyle said the booklet is in draft form and thanked Tiffany Bradbury for drafting the booklet on her computer and taking the lead on very short notice. He and Jim will meet with Tiffany on February 22 to work on more edits and add new photos. They will put an image of the Summer Kitchen on the front cover and list members of the Council as well. It should cost about \$600 to print 100 copies and be finished in late March.

Community Development Committee - Ann Morgan said the committee will meet as soon as the booklet is finished.

Upcoming Events – May 20 from 10:00 am to 3:00 pm is Step Back into History Day in Fincastle. Council can set up an information table at this event.

Kiwanis Club is hosting shredding day on May 20 at LBH.

Old/New Business – Hill Studio invoiced the Council \$1,000 for writing the AACHAF letter of intent.

Wendy will not be able to attend the March 21 meeting and asked if someone else could take the meeting minutes. Roblyn Brand said she would do so.

There being no further business, the meeting was adjourned at 4:41 PM. The next meeting will be held on Tuesday March 21 at 3:00 PM at the Greenfield Training Center.

Respectfully submitted by,

Wendy H. Warren
Secretary, Historic Greenfield Preservation Advisory Council