

Sugar Hill Historic Preservation Society Meeting
Wednesday, July 17, 2019, 7:00 P.M.
City of Sugar Hill City Hall – History Room
Meeting Minutes

I. Approval of the Agenda

Darrell Pruitt, Sugar Hill Historic Preservation Society (SHHPS) Vice-chairman, convened the meeting at 7:00 p.m. He called for a motion to approve the agenda. Tiffany Hale Carter, Board Member, made a motion to approve the agenda. Stephanie Isaacs, Board Member, seconded the motion. The agenda was approved unanimously.

The following individuals were in attendance:

NAME

Kathryn Baskin	Secretary/Board Member
Joann Burel	Treasurer/Board Member
Tiffany Hale Carter*	Board Member
Amber Chambers	Guest Member
Bill Harting	Board Member
Brandon Hembree	Board Member/City Liaison
Stephanie Isaacs*	Board Member
Kim Landers	City Staff
Darrell Pruitt	Vice-chairman/Board Member
Holli Stouffer*	Board Member

*Indicates committee chair

II. Approval of Meeting Minutes

Vice-chairman Pruitt asked for approval of the May 15, 2019, meeting minutes. Bill Harting, Board Member, made a motion to approve the minutes and City Councilman Brandon Hembree, Board Member, seconded the motion. The minutes were adopted without objection.

III. Treasurer's Report

Vice-chairman Pruitt called on Joann Burel, SHHPS Treasurer, to give the Treasurer's report. She reported that there is a balance of \$10,000 as of July 17, 2019. Ms. Burel added that several invoices had been submitted and were being processed. She indicated that next month's report would reflect the expenses. Mr. Pruitt called for a motion to approve the Treasurer's Report. Stephanie Isaacs made a motion to approve the Treasurer's Report. Tiffany Hale Carter seconded the motion. The vote was unanimous.

IV. Committee Chair Reports

Vice-chairman Pruitt commented that the next item on the agenda was for the committee chairs to report their progress thus far.

Museum Committee –Tiffany Hale Carter, Chair of the Museum Committee, reported that she was still working on arranging a meeting with Troy Besseche, Assistant City Manager of Sugar Hill and that she had ideas related to the design of the museum that she plans to discuss with him. Vice-chairman Pruitt asked if the committee had been meeting. Ms. Carter responded that the committee had not met but that she anticipates future meetings as the plans for the history museum progress.

Research Committee – Following Ms. Carter’s report, Mr. Pruitt called on Stephanie Isaacs, Chair of the Research Committee, to provide her report. Ms. Isaacs reported that she had developed an outline covering all areas to guide the research on Sugar Hill and saved it on Google Drive. She advised the members that she had circulated the outline for comment and that Councilman Hembree had reviewed it. Ms. Isaacs stated that she had added more details in the categories. She also told members that she had updated the archive inventory spreadsheet and saved it to Google Drive as well. Ms. Isaacs requested that members provide her with any comments/changes so that she could update the outline. Councilman Hembree further explained that the research was focused and organized around specific categories and that members had selected the categories they wished to research. He added that Ms. Isaacs will be reviewing the information provided by the committee members and submitting it for background to support the museum and archives that are displayed in the museum.

Ms. Isaacs cautioned those conducting research to be cognizant when referencing the City of Sugar Hill and the Sugar Hill Historic Cemetery since multiple locations have the same or similar names. Mr. Pruitt added that there could be confusion with the cemeteries and that some of the information pertaining to location on FindAGrave was in error.

Vice-chairman Pruitt noted that Bill Harting had donated a music stand so that Stephanie Isaacs could use it to hold her materials/notes when she is conducting research in the Sugar Hill Historic Cemetery. Ms. Isaacs told the group she had mentioned this at a previous meeting and thanked Mr. Harting for contributing the music stand.

Vice-chairman Pruitt asked if the committee was meeting. Ms. Isaacs replied that work to date had been conducted through emails and individual communications.

Scholarship Committee – Next, Mr. Pruitt called on Holli Stouffer, Chair of the Scholarship Committee, to report. Ms. Stouffer stated that the Scholarship Committee had met and she announced that a scholarship recipient had been selected. She stated that all the applicants had been notified and sent emails of appreciation for their interest and effort. Ms. Stouffer stated that she is in the process of working with Councilman Hembree and the city to arrange for the presentation of the scholarship in the near future. She advised the members that the committee had already offered feedback on how to improve the process for next year and would be moving forward with those preparations soon. In addition, Ms. Stouffer commended all the committee members for their contribution and commitment.

Digital Archives Committee – Since Margaret Neal, Chairman of the Digital Archives Committee, was unable to attend the meeting, the Vice-chairman called on Kim Landers, Guest Member, to give an update on the committee activities. Ms. Landers reminded everyone that community scan day training will be on Tuesday, July 23rd, at 5:30 p.m. She passed around a sign-up sheet for members to note if they would be attending. Ms. Landers indicated that members would provide refreshments since the training lasted until 8:30 p.m. and the University of Georgia Digital Library staff would be traveling to Sugar Hill to conduct the workshop. In order to have enough people to staff the scan day, Ms. Landers reported that she is in the process of identifying volunteers and partners for scan day.

Ms. Landers reported that the Digital Archives Committee had met with Ned Jasarevic, City of Sugar Hill and discussed setting up a SHHPS web page. In addition, Councilman Hembree said that they had sorted the photos that have been digitized. Ms. Landers told the members that Mr. Jasarevic had assigned email addresses to the members and that he would assist in setting up email on the

members phones if needed. She also reported that all the old City Council minutes ranging from 1939 to 1950 had been scanned and stored on One Drive. Ms. Landers stated that she had sent the link to members. In addition, Councilman Hembree noted that Ms. Landers also had uploaded the 75th Anniversary history book. She said that it was actually a power point presentation about the book but contained all the same information. Ms. Isaacs commented that she had used the history book to develop the research outline.

Next, Ms. Landers informed the group that Chris Walker, SHHPS Chairman, had shared a [link](#) to the Northeast Georgia Oral History Project. Ms. Landers stated that she had extracted the questions from the on-line form that was posted because she believed that SHHPS could use the questions when conducting interviews. Darrell Pruitt commented that he also had developed a slate of sample questions. Ms. Landers responded that she had included those as well.

Vice-chairman Pruitt inquired if the committee was meeting and Ms. Landers responded that they were meeting quite often.

Cemetery Committee – Next, Vice-chairman Pruitt called on Councilman Hembree for an update on the Cemetery Committee. He told the group that Chairman Walker had finished the repairs on the Calaway marker that recently had been damaged. He noted that they were able to reset the base and make the marker more stable. Councilman Hembree expressed his gratitude for Chris Walker’s talents, abilities, and willingness to restore the marker. The Councilman added that Mr. Walker had found a few more markers that he would like to repair in the near future. He also said that Mr. Walker had donated his time to repair the marker and the only charges were for the materials needed to make the repairs.

Next, Mr. Hembree commented that they were in the process of getting quotes for markers for the unknown graves and that he hoped to have a budget request for those soon. He continued telling members that Ms. Isaacs had acquired some aluminum markers to use in the meantime to identify the unmarked graves. Mr. Hembree added that they would be preparing the temporary markers and placing them on those graves on Friday. Mr. Pruitt asked if the committee was meeting and Mr. Brandon responded that there were several ongoing activities but that the full committee had not met recently.

Mr. Harting reported that he had ordered the flag holders for the veterans’ graves and asked for a list of the veterans buried in the Sugar Hill Historic Cemetery. He stated that he would be placing them in the cemetery at the veterans’ graves soon.

Ms. Isaacs inquired if anyone in the group had a metal detector or know where she might borrow one. She explained that she thought she might be able to find some more of the metal markers that had been covered if she could use a metal detector. Councilman Hembree commented that he believed Mr. Walker may have one and he would check with him.

Budget Committee - Vice –chairman Pruitt called on Kathryn Baskin, Secretary, to give a report for the budget committee. She announced that the budget committee had met and reviewed all the obligated expenditures that had been approved by the Board. Ms. Baskin advised the members that the budget committee needed to know as soon as possible of any budget requests the committees may have. She added that if a committee had previously requested funds but would not need any or all of the requested funds, then they needed to advise the budget committee of that as well. Ms. Baskin said that the committee believed SHHPS would meet its budget goal this year but any

requests need to be submitted to ensure they are included. She advised all the committee chairs to talk to their committee members to determine their needs.

Ms. Baskin added that this was the first committee meeting and that the hope is to be able to track the expenditures and manage the budget in a timelier manner. Vice-chairman Pruitt stated that obviously the committee is meeting and Ms. Baskin responded that she anticipated that the Budget Committee would meet quarterly with communications occurring as needed in the interim.

V. Old Business

Vice-chairman Pruitt began the discussion by announcing that he was unable to chair the Budget Committee and that Kathryn Baskin would take that position.

VI. New Business

Vice-chairman Pruitt congratulated Holli Stouffer on being the most recent recipient of the Golden Wagon Award. He stated that Ms. Stouffer had gone above and beyond on her chairing of the Scholarship Committee and commended her on her outstanding leadership of the Scholarship Committee. In addition, Ms. Baskin congratulated Ms. Stouffer for her recent acceptance to a teaching position at the Gwinnett School of Mathematics, Science, and Technology as a teacher of Advanced Placement World History. All members congratulated Ms. Stouffer.

Next, Councilman Hembree reported on several upcoming events that SHHPS will be directly or indirectly involved in. The following events and dates were discussed:

Maron Buice Dedication Ceremony – *Saturday, August 31, 2019, 1:00 p.m., Sugar Hill E-Center*
Senator Unterman will be holding a gathering in the banquet room of the Sugar Hill E Center on Saturday, August 31st, at 1:00 PM. The purpose of this gathering is for a dedication ceremony of the upcoming Maron Sidney Bridge, previously known as the Mangum Crossing in Sugar Hill.

Dedication of Historic Marker for the Old Sugar Hill City Hall – *Saturday, October 5, 2019, 10:00 a.m. until 11:30 a.m.*

The City of Sugar Hill will organize a dedication and unveiling of a historic marker to commemorate the site of the Old City Hall of Sugar Hill site, presently the Suite Spot. Former city officials and employees will be invited to participate.

Sugar Rush – *Saturday, October 19, 2019*

SHHPS will sponsor the sluice box activities during Sugar Rush. The Community Scan Day also is scheduled to occur during Sugar Rush. (Note: The date for the Community Scan Day was changed after the meeting.)

Gwinnett County Great Days of Service – *Friday and Saturday, October 25-26, 2019*

The City of Sugar Hill and the Sugar Hill Historic Preservation Society will work in the Sugar Hill Historic Cemetery on Friday, October 25th. The public Great Days of Service will be Saturday, October 26, 2019. The City and SHHPS will partner with the Daughters of the American Revolution (DAR)-Suwanee Creek Chapter to work on the Calaway and Kile-Benson cemeteries during the Great Days of Service.

Members discussed the need for a consolidated calendar for reference. Ms. Baskin agreed to consolidate the information in a calendar format that would be available to all members.

Following the discussion of upcoming events, Ms. Baskin made a motion to approve \$500 in the 2019 budget to support activities and materials related to providing and operating the sluice box during Sugar Rush. Joann Burel seconded the motion. The motion passed unanimously.

VII. Discussion/Questions

Kim Landers told members that she would be conducting interviews to support the research efforts of SHHPS. She asked if there were any suggestions on the criteria for choosing the people to interview. Vice-chairman Pruitt commented that the interviewees should be long-time citizens.

Vice-chairman Pruitt asked if there were any further questions or discussion. There being no further business, Mr. Pruitt adjourned the meeting at 7:54 p.m.