

Sugar Hill Historic Preservation Society Meeting
Wednesday, June 19, 2019, 7:00 P.M.
City of Sugar Hill City Hall – History Room
Meeting Minutes

I. Approval of the Agenda

Chris Walker, Sugar Hill Historic Preservation Society (SHHPS) Chairman, convened the meeting at 7:00 p.m. He called for a motion to approve the agenda. Councilman Brandon Hembree made a motion to approve the agenda with an addendum for a presentation on a special project from three city interns. Kathryn Baskin, Secretary, seconded the motion with the addendum. The agenda was approved unanimously.

The following individuals were in attendance:

NAME

Kathryn Baskin	Secretary/Board Member
Amber Chambers	Guest Member
Cassie Christiansen	Guest/City Intern
Bill Harting	Board Member
Brandon Hembree	Board Member/City Liaison
Stephanie Isaacs*	Board Member
Kim Landers	City Staff
Nida Merchant	Guest/City Intern
Margaret Neal*	Board Member
Sherry Smith	Guest Member
Aly Steinbach	Guest/City Intern
Chris Walker	Chairman/Board Member

*Indicates committee chair

II. Approval of Meeting Minutes

Chairman Walker asked for approval of the May 15, 2019, meeting minutes. Bill Harting, Board Member, made a motion to approve the minutes and Stephanie Isaacs, Board Member, seconded the motion. The minutes were adopted without objection.

III. Treasurer's Report

Chris Walker announced that Joann Burel, SHHPS Treasurer, was unable to attend the meeting but had submitted a written report. He reported that there is a balance of \$10,000 as of June 19, 2019. Mr. Walker called for a motion to approve the Treasurer's Report. Kathryn Baskin made a motion to approve the Treasurer's Report as given by Mr. Walker and reported by Joann Burel. Councilman Hembree seconded the motion. The vote was unanimous.

IV. Special Presentation from

Councilman Hembree introduced Nida Merchant, Aly Steinbach, and Cassie Christiansen, City of Sugar Hill interns. He added that the presenters also were members of the Sugar Hill Youth Council. Nida Merchant introduced herself and explained that the three interns were collaborating on a special project related to the history of the city. They presented the project in a tag team format. Ms. Merchant, Ms. Steinbach, and Ms. Christiansen told members that the group planned to make a historical documentary that would be 30 to 45 minutes in length. They noted that the reasons they chose the project were to preserve the history and to connect the past with the present while providing a connection between younger and older generations. Ms. Merchant explained that the

goals of the project were to engage the community; honor the past; and make the video mainstream public outreach through the Sugar Hill History Museum, social media, and hopefully, as a trailer at the Eagle Theater. The three explained that they planned to include interview citizens and film footage of historical sites as part of the documentary. They explained that the reason they were presenting the concept of the project to the Sugar Hill Historic Preservation Society was to gain insight on the content of the video, such as the people to interview, the historic sites to film, and to engage the Society in promoting the documentary. They added that the end goal would be to have the documentary as part of the museum for visitors to view. In closing, members made a few comments and commended the interns on their project and its benefits to the community.

V. Committee Chair Reports

Chairman Walker commented that the next item on the agenda was for the committee chairs to report their progress thus far.

Museum Committee – Mr. Walker announced that Tiffany Hale Carter, Chair of the Museum Committee, was unable to attend the meeting and that there was no update at the time of the meeting.

Research Committee – At this time, Chairman Walker called on Stephanie Isaacs, Chair of the Research Committee, to provide her report. Ms. Isaacs thanked Kim Landers, Guest Member, for giving her a collection of photos for inclusion in the museum items. She also noted that she needs to get more information on the background on the Buice School sign that Holli Stouffer had found. Ms. Isaacs stated that she had started researching the Buice School sign from the artifact approach and determined that there was a need for gathering the background research first.

As a result of researching the Buice School sign, Ms. Isaacs reported that she had decided to revise the approach to gathering information and researching topics on the history of Sugar Hill. She explained that she believed that it was important to get the basics researched first. Ms. Isaacs stated that she sent an email to the committee members explaining how she envisioned the process. She said that it would be in an outline format. She asked that members give her a full critique when she uploads the document on Google Drive. Ms. Isaacs commented that members should provide edits and that the document will give everyone the background. She said that if members wanted to add to the outline to please advise her. Ms. Isaacs reiterated that she would provide the basic outline and that members may want to collaborate with others and/or her for feedback. She said that she felt the outline would give the bare bones information for the museum and that the artifacts can be added to or removed from the outline.

Bill Harting asked if the outline would create the timeline for each topic. Ms. Isaacs agreed and commented that it would follow the categories that had been created. Kim Landers stated that she had planned to conduct interviews of elders in the community because she knew so many of them personally. She commented that since the task of interviewing had been moved from the Research Committee to the Digital Archives Committee and she asked about coordination on the interviews. Ms. Baskin commented that her understanding was that Darrell Pruitt, Vice-Chairman, was leading the interviewing task and suggested that Ms. Landers should talk to him. Ms. Isaacs commented that if there was information that would be helpful to the research committee or artifacts then she should be kept in the loop.

Sherry Smith, Guest Member, commented that Maron Buice would be a good contact. Ms. Landers recommended connecting with Mr. Buice on FaceBook because he was a treasure trove of good,

historical stories and also had a wealth of knowledge about the community. She added that Mr. Buice also had a lot of memorabilia that he may be willing to share with SHHPS.

In closing, Councilman Hembree and Ms. Landers confirmed that Darrell Pruitt had interviewed Wayne Hill had been interviewed for the SHHPS digital archives.

Scholarship Committee – Next, Mr. Walker told members that Holli Stouffer, Chair of the Scholarship Committee, was unable to attend the meeting. Ms. Baskin commented that there had been recent posts to remind the community about the deadline of July 1st for submitting scholarship applications. She told members that Varessa Butts had advised the group at a past meeting that several members of the Sugar Hill Youth Council will be submitting applications. Councilman Hembree confirmed this and noted that he had asked the interns attending the meeting who were members of the Youth Council and planning to submit applications that they may want to leave the room at this point on the agenda. Ms. Baskin also noted that there had been some email inquiries regarding eligibility for those not living in the city limits but purchasing gas from the city. She reported that Ms. Stouffer as the Committee Chairman had determined that they would be eligible.

Digital Archives Committee – Chairman Walker called on Margaret Neal, Chairman of the Digital Archives Committee, to give an update. Ms. Neal reported that she and the committee members would be meeting with Ned Jasarevic on Wednesday, June 26th to discuss options for the museum web site including deciding on a name for the web site. She thanked Kim Landers for contacting Sheila McAllister at DLG-UGA. Ms. Neal told members that Ms. McAllister had proposed the following dates for training for a community scan day. She announced that the proposed dates were:

- Tuesday, July 23rd 10:00 a.m – 2:00 p.m.
- Friday, July 26th 10:00 a.m. – 2:00 p.m.
- Tuesday, July 23rd 5:30 p.m. – 8:30 p.m.
- Thursday, July 25th 5:30 p.m. – 8:30 p.m.

Ms. Neal commented that Ms. McAllister recommended having equipment available for training. She said that she had checked with the city and the needed equipment already was obligated. Ms. Neal added that Mr. Jasarevic had recommended some equipment that SHHPS may want to purchase. She also stated that probably one of the biggest concerns is about legal rights. Ms. Landers responded that there were extensive resources available through DLG-UGA addressing legal and other matters. In addition, Ms. Neal stated that SHHPS will need additional people to help with specific tasks on scan day. Also, she advised that SHHPS needs to determine the timeframe for conducting the scan day activities. Mr. Walker asked if SHHPS would be requesting the city to announce the event and assist in getting the word out to the community. He also suggested the committee reach out to Varessa Butts, Guest Member, for input because of her background.

Cemetery Committee – Next, Chairman Walker called on Councilman Hembree for an update on the Cemetery Committee. Mr. Hembree reported that a grave marker had been accidentally knocked over and had broken in one place that had previously been damaged. He told the members that Chris Walker had taken the marker to his workshop for repair. He noted that it was a work in progress. Mr. Walker reported that he had purchased a bond stone repair kit for \$56.48 and would begin repairing as soon as possible.

Councilman Hembree proceeded to thank the members who participated in the pre-flag preparation for the Memorial Day celebration at the Sugar Hill Historic Cemetery and also those

who came to the Memorial Day celebration. He also gave special thanks to Stephanie Isaacs for her significant research on those buried in the cemetery. He commented that she had been able to identify some of the people buried in the unmarked graves. Mr. Hembree told members that he and Ms. Isaacs had conducted a walk-through of the cemetery and developed a strategy to mark those graves and that include pertinent information about the individual. As such, he commented that they had decided to use a small marker that would provide the information that Ms. Isaacs had discovered about the individual. Councilman Hembree told Chairman Walker that they were going to work through the list and may have a budget request in the near future.

Councilman Hembree also thanked Stephanie Isaacs for her work in discovering markers that were covered in some way such as by pebbles, grass, etc. Mr. Hembree and Ms. Isaacs gave some examples of some of the grave markers that had been hidden and uncovered.

Next, Chris Walker called on Bill Harting to talk about the flag holders/stakes he had purchased for future use in the cemetery due to the difficulty of placing the flags directly into the ground. He told members that the stakes were \$5.89 each. Mr. Harting said that he had purchased a limited number of stakes to try out but that he would like to go ahead and order enough for all the veterans' graves. Ms. Chambers inquired about the quality and durability of the plastic stoppers in the stake. Mr. Harting responded that the plastic should be durable over time but can be replaced if that happens. Mr. Walker asked what the total amount to purchase all the stakes would be. Councilman Hembree said he thought there were 120 to 130 veterans' graves. The group settled on an estimated cost of \$800.00. Mr. Walker called for a motion to approve the purchase of the flag holder stakes for \$800. Ms. Baskin made the motion as stated and Ms. Neal seconded it. The motion was carried without objection.

Ms. Isaacs asked if SHHPS could plan to clean some more markers in the near future. Councilman Hembree said that he would send out an email to see who would be available to help clean more markers and he would need to arrange with the city.

VI. Old Business

Chairman Walker advised the members that he had followed up with the company that SHHPS used for the historic markers regarding the "school" marker. He noted that the purchase of the marker had been approved previously in 2018. Mr. Walker reported that he had sent them the picture that was agreed upon to include on the marker. He stated that the company had confirmed they could produce a marker with the picture etched into it but that the text needed to be reduced by 75 characters. Members discussed several edits and Mr. Walker asked the members to submit their suggested edits and then they could be consolidated. He added that the marker also needed a title.

Next, Chairman Walker called upon Councilman Hembree to talk about the Girl Scout Project proposed by Katharine Alsobrook. Mr. Hembree advised the group that Ms. Alsobrook would be presenting her proposed project to the relevant board for approval. He said that she might be reaching out to some of the members about the sites that might be included on the scavenger list.

Mr. Walker commented that he had the official paperwork with the designation of the southern red oak tree on the The Georgia Tree Council's Landmark and Historic Tree Register. He said that the city had received the granite marker that will be placed at the site where the tree is located. Mr. Walker said he intends to include the documentation with the other items and archives in the museum.

VII. New Business

Mr. Walker then announced that Darrell Pruitt and Kathryn Baskin had proposed that SHHPS consider forming a budget committee. In Mr. Pruitt's absence, Ms. Baskin told members that they felt it was important to have a tracking mechanism for all the budget items that SHHPS had approved and to use it as a tool to help monitor actual expenditures prior to the end of the year. She suggested that the members include Mr. Pruitt, Ms. Neal, Ms. Burel, herself and any other members that wished to serve on the committee.

Mr. Walker noted that the cost of the school historic marker would be \$2345.00 which was approved last year but would be expensed this year. Chairman Walker called for a motion to approve the formation of a budget committee. Mr. Harting made the motion to approve a budget committee and Stephanie Isaacs seconded the motion. The vote was unanimous.

Mr. Walker called on Brandon Hembree to give an update on Joann Burel's husband and her participation in SHHPS. He said that Ms. Burel suggested that she step down from the board. The consensus of the members present was that Ms. Burel should remain on the SHHPS board.

Next, Councilman Hembree asked about the process for requesting funds and if those should be submitted to the budget committee to present to the entire board for consideration. Members did not discuss the process and Mr. Walker asked who would be chairing the committee. The members suggested and Chairman Walker agreed that Mr. Pruitt should chair the budget committee.

Before the meeting was adjourned, Stephanie Isaacs stated she had more information to report on the cemetery. She reported that Geoff Smaltz with the American Legion would be working with SHHPS in order to get a marker for Truman Williams, a WWI veteran, with no physical marker. Ms. Isaacs added that the Veterans Administration (VA) will provide markers for veterans' unmarked graves that are totally unmarked if validating documentation is provided.

There being no further business, Mr. Walker adjourned the meeting at 8:12 p.m.