**Town of upper Marlboro historical committee**

**Meeting Minutes**

16 February 2013

*Un*approved

**Members/Guests in Attendance**

Chair: Kate Germano; Co-chair: Patti Skews; Secretary: DierdreWalsh; Head of Archives: Brian Callicott; Members/Guests: Joe Plenzler, Patrick Claggett; Anne Sasscer; Susan Reidy; Rose Pumphrey Hoffman; Katy Wirin; Shirley Shugart Duval; Larissa Ferrer, Chris Lorence; Linda Pennoyer; Angelle Goode; Damian Brown; Joe Hourcle; Marbury Clagett; Bob Hopkins

**Call to Order**

The February 16, 2012 Historical Committee Meeting was called to order at 09:00.

**Review of the Agenda and Meeting Minutes**

\*The minutes from the meeting held on November 17, 2012 were read by the secretary from 0900-0906. The committee accepted the minutes.

\*An overview of the meeting agenda was made by Chair Kate Germano at 0906. The committee consented to the agenda.

**Chair Report**

**Project Update** (0920-0940)

1. ***Archives and Website***

9:15 - Brian Callicott reviewed information from participants that went on a trip to Marietta in Glenn Dale. There was a focus on the photographs that are housed there. Brian also joined Historian Susan Pearl at the Greenbelt Library. There are newspapers and some catalogued photographs. The project to go through the items could take years as many of them are microfilmed, not digitized, and there is no index. The Maryland State Archives can send items to our group. There are hundreds of items scanned. Brian would keep items in his computer and on a Raid I device for safety. There are currently 226 files at this time, equaling one gigabyte.

The website for the TUMHC is currently put on the Weebly domain at tuhmc.weebly.com. This server provides unlimited space and upgrades can be paid for as the need arises. Currently there are five pages, with a contact page. Information from the contact page will be sent to either Kate Germano or Joe Plenzler.

Mr. Marbury suggested that the name/acronym for the committee is too cumbersome and perhaps a name could be considered that would be easier for people to remember.

Committee members are encouraged to contact the webmaster about errors on the site.

The next project would be to incorporate the 226 files that Brian Callicott has to be onto the website page.

Katy Wirin inquired about how long it takes to scan an item onto the site, with the answer about 30 to 60 seconds.

1. ***Oral Histories***

9:23 – The first oral histories to be taken should be scheduled sometime in late March on a Saturday. Subject to be discussed is what it was like to grow up in the Town of Upper Marlboro. Input from participants would be about school, growing up, changes in the town and commerce. The agenda would be a set number of questions with the hope that the discussions would branch out and may cover more items than expected.

Katy Wirin asked if this was open only to people who lived in the town. Kate Germano answered that those in the Greater Marlboro area would be included if it was not contradictory to the bylaws, and would be checked out by Patti Skews. \*\*After checking in the bylaws, which were accepted by the town council last Tuesday, it was determined that they include all persons not living in the Town of Upper Marlboro to be Associate Members and would be eligible to participate in the oral histories.

Patrick Clagett asked to get a list of potential contacts from the lists of those who would participate.

Kate suggested that this project must be separate from the archival meetings, as both projects are too big to be done at the same time.

Rose Pumphrey Hoffman suggested that she could give input from 1941 and forward when the histories are taken.

1. ***Marlborough Day Booth Proposal***

9:28 – A meeting for the Marlborough Day was attended by Joe P. The date is set for May 11th. This year’s theme is 4H, with the next year’s theme to be 1812.

The committee decided that a booth would be beneficial, and agreed that a sub-committee should be convened for the purpose of handling this project. Suggestions for this booth that were voiced were: mini-museum (Brian C.); farms and agriculture (Katy W.); the impact of farming on the area (Dee W.)

Other input for the booth was given by: Joe H. to see about getting a location that will give the booth the best traffic; Darnall’s Chance could supply literature for the booth.

Volunteers for the sub-committee were: Joe P., Brian C., Joe H., Linda, Patti, Dee, Chris, and Larissa. Patti Skews volunteered to chair this sub-committee.

1. ***Dr. Beanes’ Gravesite marking commemoration***

Carol Witzel contacted Town Hall on behalf of the US Daughter’s of 1812. Their group wishes to mark the grave of Dr. Beanes with their society emblem. A suggestion was made to do an event concurrent with the marking, such as a 5k run, so the Dof1812 committee could bring all members to Upper Marlboro for such a ceremony.

Our committee would want to use this sort of activity to bring attention to our work as well.

Susan Reidy, of Darnall’s Chance, informed the committee that the National Park Service is planning to put historical markers on three sites in Upper Marlboro this year: Dr. Beane’s gravesite; Trinity Episcopal Church and Darnall’s Chance.

Katy Wirin shared that the Daughter’s of the American Revolution have been trying to get authority to maintain the gravesite. Joe H. is planning on getting contact information from Katy about this.

The Garden Club of Upper Marlboro is already been putting a wreath on the grave during the holidays.

A memo has been written/approved to get the green light for DAR to maintain the site. Bonnie Brose is the contact for this project of the DAR.

1. 2014 Prince George’s County Home and Garden Tour Participation

PGCHGT is working with the State of Maryland to coordinate for 2014. The Town of Upper Marlboro is working to be on the tour. In November the Town of Upper Marlboro will have their own independent tour for Upper Marlboro as well as Greater Upper Marlboro.

Rose Pumphrey Hoffman shared that churches in this area used to do such a tour.

There are brochures already out that could be useful in this project, with information that can be used. The committee was in agreement that a walking tour would be beneficial and hopes to be able to set one up in the future, hopefully in the coming months. The use of a docent for such a tour was mentioned. The committee hopes to tie this kind of project in with the 2014 Prince George’s tour.

Susan Reidy shared that Darnall’s Chance used to have a walking tour, but the popularity declined after about a year, with the tour being cancelled afterwards.

1. ***Potential reception/historical committee event at Darnall’s Chance***

Susan Reidy shared that the committee would be welcomed anytime at DC as long as the schedule allows, whether DC be utilized for a meeting or social event.

She shared that there will be an exhibit there in August, Hodge’s Chance – Treason and the War of 1812, with an exhibit and artifacts. This event could be tied in with a social event such as an ice cream social.

This would need a small subcommittee and advertisement to be successful. A guest lecturer would add to the event if one can be found.

**Administration** (0940-0955)

1. ***Budget submission discussion 949***

The budget is due to the town council in March. Line items for consideration for the budget include but are not limited to:

Scanner 350 dollars

Website upgrades 100 dollars per year

Recorder 40 dollars

Social function funds ?? funding

Printing ?? funding

Publicity ?? funding

Estimates will be sent out to the committee for review and comments. The chair is asking for any audience members today to submit ideas.

Katy Wirin inquired if the social would have an entry charge, to which Kate (chair) answered that it would not.

Larissa Ferrer advised to check on any copyrights for any information that may be used from existing brochures not done by TUMHC. It was answered that Brian Callicott has been checking on copyright issues thus far with archival items, and could check on future items used. Brian asked Joe Hourcle if the town lawyer could sit in on a brief meeting to help with copyright issues. Joe informed the committee that anything from 1930 on can be an issue with copyright. Larissa further suggested a disclaimer about copyrights be put on the website. Kate Germano (chair) said that at minimum there should be some follow up with Steve (lawyer) about this issue and asked for input about anything currently on the website that may have a copyright issue.

1. ***Solicitation for ideas and comments***

Joe Hourcle shared that the town library has collection on the reference shelves with articles on the town and its’ history. Dee Walsh commented that she has seen these notebooks in the reference section, and they have old news articles and pictures.

Rose Pumphrey Hoffman shared that Gloria Gardner, the historian at St. Mary’s Catholic Church would be a good contact for TUM history.

Anne Sasscer added that the Trinity Episcopal Church has a historian named Sandy who could also be a good contact for information.

Susan Reidy shared that Jane Eagen (member of Trinity Episcopal) went to school in the town of Upper Marlboro.

1. ***Confirmation of next quarterly meeting***

The next meeting is scheduled for April 13, 21013, but can be altered due to timing of the holiday and spring break.

**Adjournment**

 The meeting was adjourned at 10:01 am.

*These minutes were completed on March 1st, 2013 and are respectfully submitted by Dierdre Walsh, Secretary.*