

Waynesboro Advocacy Committee
Virginia Museum of Natural History
1 June 2021, via Zoom

AGENDA

- I. Welcome & approval of Minutes (below)
- II. Update on activities
 - a. Sign unveiling, 19 May 2021
 - b. VMNH-W Design Teams update
 - c. Overview of RFP release, 1 July 2021
- III. Committees and collaborations
 - a. WAC and its future roles
 - b. Communication with VMNH-F about a fundraising committee
 - c. 2-year plan draft of work during preplanning
 - d. Continued communication with stakeholders
- IV. Open discussion
- V. Next meeting, 6 July 2021
- VI. Adjourn

MINUTES

Attending: Faye Cooper (chair), Tom Benzing, Carole Nash, Siri Russell, Len Poulin, Maggie Van Huss, Greg Hitchin, Joe Keiper, Zach Ryder, Jonathan Martin, Ryan Barber

- I. Welcome & approval of Minutes (below)
 - Maggie Van Huss noted she attended last meeting and the minutes were approved by the committee with that change.
- II. Update on activities
 - a. Sign unveiling, 19 May 2021
 - Greg Hitchin noted excellent press coverage. Len Poulin noted a buzz in the community and the mugs with the logos of the City, CCR, and VMNH were well-received. He also noted special thanks should go to former Delegate Steve Landis for his support. Tom Benzing noted the excellent editorial from the Charlottesville Observer.
 - b. VMNH-W Design Teams update

- Joe Keiper covered the teams' composition
- Len noted interested community individuals could participate on teams.
- Tom Benzing noted that John Myles from CCR would like to be on the Green Technology & Laboratory team.
- Keiper will circulate a draft composition list of all teams for input.
- Greg Hitchin noted Laura Martin, Zoning Administrator, would make a good contribution.

c. Overview of RFP release, 1 July 2021

- Jonathan Martin covered the RFP issuance procedure
- The RFP will go out 1 July 2021, and will require 21 days of posting.
- It was agreed that if someone has an interested individual or group, they should communicate that info to Keiper and Barber.
- Tom Benzing and Siri Russell inquired about community engagement during the detailed design process. Keiper recommended that the staff should handle the details of the RFP, and during the interview process and ultimately drafting of a contract, intensity of community engagement can be communicated with the firms we communicate with.
- Carole Nash inquired about the Architect selection process. Keiper went through the details. Staff will eliminate any proposals that are not a fit with the project, state forms will be filled out to document qualifications or lack thereof, and Carole Nash asked that prefabricated questions should be ready for use in interviews.
- Keiper will review Preplanning questions, and develop a draft of questions to ask firms which will be circulated with the committee.
- Tom Benzing made a motion to develop the prefabricated questions for the interview process, Maggie Van Huss seconded, and the vote was unanimous.

III. Committees and collaborations

a. WAC and its future roles

- The Board of Trustees authorized WAC to assist the staff in the review and selection of an architect for Detailed Design.

b. Communication with VMNH-F about a fundraising committee

- Discussion ensued about a draft proposal for a “VMNH-Foundation Branch Campus *ad hoc* Committee.”
- Dates should be updated on the Draft.
- There was discussion about updating numbers in case the cost of the project increases. Staff explained that PrePlanning locks the project in place. The cost (plus calculated escalation of construction costs) and square footage must remain within +/-5% of the PrePlanning results. VMNH-Foundation has committed to raising \$2 million, although Ryan Barber pointed out that fundraising will continue until the capital campaign timeframe is completed, therefore establishing the possibility that funds in excess of this amount could be raised.

c. 2-year plan draft of work during preplanning

- Keiper will distribute a work plan for consideration.

- Roles of community support organizations, such as CCR, will be identified.
- Len Poulin noted CCR is moving onto new projects, but it was noted CCR members could be part of the VMNH-F Branch Campus *ad hoc* Committee.

d. Continued communication with stakeholders

- Greg Hitchin suggested the first communique include a call to action.
- Discussion ensued about the value of communicating directly with groups versus holding receptions.
- Len Poulin suggested the first reception occurs before September. Tom Benzing suggested WAC hosts. Joe Keiper noted that the architect firm could be in attendance.
- Tom Benzing suggested WAC members and staff can still continue to engage groups such as Boys and Girls Club, service organizations, and others.
- Barber and Keiper reviewed social media and other outreach electronically that can be employed.
- Faye Cooper suggested that after the exhibit is installed in the Waynesboro Public Library that other exhibits could be set up in other County Libraries.

IV. Open discussion

- Greg Hitchin asked if there was an exhibit on VMNH-W installed in Martinsville. Joe Keiper said there was not, and the Committee concluded that an exhibit in the museum lobby will be helpful.
- Tom Benzing noted that if any committee members wanted to drop off WAC to let the new chair know (Jennifer Burnett).
- Faye Cooper invited Joe Keiper to address the Staunton Kiwanis Club on an upcoming Thursday Zoom meeting. Tom Benzing suggested Joe Keiper reach out to new VMNH-F member Quay Parrott to let him know when Keiper is in town.
- Faye Cooper suggested Joe Keiper attend the next CCR Board Meeting to inform them of the project status, and the roles of various entities (WAC, VMNH-F, and CCR) will be taking on during the Detailed Planning process. Len Poulin stressed the need to know who is doing what, as some CCR members are engaging the community on their own.
- Tom Benzing noted that with more than 2 Trustees on WAC, it will not be possible to communicate by Zoom when the Governor's Emergency Declaration expires, so the 6 July 2021 meeting may need to be in person.

V. Next meeting, 6 July 2021

VI. Adjournment at 230PM.