

NCSHPO

National Conference of State Historic Preservation Officers

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NATIONAL CONFERENCE OF STATE HISTORIC PRESERVATION OFFICERS

Minutes of the Board of Directors Meeting

July 12, 2005

The Roycroft Inn, East Aurora, NY

Participants

Jay D. Vogt, President; Cathie Matthews, Vice President; Jim McConaha, Treasurer; Christy Davis, Jim Garrison, Dorothy Guzzo, Elizabeth Hughes, Kathleen Kilpatrick, W. Ray Luce, F. Lawrence Oaks, Ruth Pierpont, Franco Ruffini, Katherine Slick, Directors; Nancy Schamu, Executive Director; Elizabeth Szufnar, Director of Communications and State Services; John Fowler, Executive Director, Advisory Council on Historic Preservation

Absent: Lisa Burcham, Secretary; Allyson Brooks, David Morgan, Directors; Edward Sanderson, Immediate Past President

Call to Order:

President Jay D. Vogt called the meeting to order at 8:39am EDT

Minutes

Katherine Slick moved and Cathie Matthews seconded to approve the minutes of the September 28, 2004 Board of Directors meeting. All were in favor.

Announcements

The President thanked Ruth Pierpont and the staff of the New York SHPO for their hard work in organizing the trip to Niagara Falls and the tour of Buffalo.

Treasurer's Report

The Treasurer reported that all 50 States, the District of Columbia, Guam, the Marshall Islands, Micronesia, the Northern Mariana Islands and the Virgin Islands have paid their 2005 dues.

The Treasurer reviewed the Income Statement through June 30, 2005 and reported that revenue from the National Park Service (NPS) Cooperative Agreement is almost double what was budgeted for 2005, but membership revenue is up and the investment fund is up this quarter.

Investment Committee Conference Call

A conference call of the NCHSPO Investment Committee was hosted by Kobren on May 24, 2005. Jim McConaha relayed that the Committee and the representatives from Kobren had a brief discussion about the current plan to withdraw approximately 2.5% (\$50,000) of the current portfolio total on an annual basis. Even at that rate, Kobren expects that the portfolio will still

continue to grow and the NCSHPO should expect to see an annual return of approximately 8-9%.

The investment reports will be reviewed on a monthly basis by the Treasurer and the Executive Director and by the Committee on a quarterly basis, and prior to the NCSHPO Annual Meeting, the Committee plans to have a conference call with Kobren to review the year-end report and then prepare to report on the investment strategy to the membership.

Staff Changes

The Executive Director announced that Anita Zepp, the NCSHPO Office Manager, will be retiring in mid-September 2005. The NCSHPO is working with Raffa and Associates and has begun the process of hiring someone to replace her and hopes to have someone in place by July 2005.

Jim Garrison moved, and F. Lawrence Oaks seconded a motion to write a resolution of thanks to Anita for her service to the NCSHPO. All were in favor. A token gift of appreciation will be determined by the Executive Committee.

National Park Service (NPS) Cooperative Agreement

The Executive Director indicated that she plans to meet with Janet Matthews and Bryan Mitchell to discuss the renewal of the Cooperative Agreement which expires in December of 2006.

President's Report

The President briefly gave his impressions of the recent meeting Advisory Council on Historic Preservation (Council) meeting in Annapolis, MD and noted that there will be several federal agency issues in the coming months, including the Base Realignment and Closure (BRAC) and affordable housing rehabilitation guidelines.

Advisory Council on Historic Preservation Partner Report

John Fowler, the Executive Director of the Advisory Council on Historic Preservation (Council) reported that one of highlights of the recent Council meeting in Annapolis, MD was the focus on archaeology issues. The Council Archaeology Task Force is moving forward with developing its agenda and of primary importance is the revision of the Council's human remains policy.

The Council has convened a task force, which the NCSHPO is participating in, to revisit the Council's Affordable Housing Policy Statement. A survey to determine how the policy statement is working in the States is being developed and should be coming out soon.

The Council will be meeting in Evanston, IL at Fort Sheridan in August of 2005 to focus on BRAC.

National Park Service (NPS) Reorganization

The President briefly reviewed the recent reorganization of the Cultural Resources department and indicated that the NCSHPO and the SHPOs will proceed to work with this new organization. The President also noted that the reorganization was actually just one component of an overall NPS reorganization.

Jim Garrison proposed that the NCSHPO compose a letter to Carol Shull, the former Keeper of the National Register, thanking her for her years of service to the program. Dorothy Guzzo moved and Cathie Matthews seconded this motion. All were in favor. The Executive Director will write this letter which will be signed by the President.

National Park Service (NPS) Standards for Rehabilitation

The President reported that the NPS appointed a subcommittee of the National Park System Advisory Board to review the Secretary of the Interior's Standards for Rehabilitation and Edward Sanderson will represent the NCSHPO. The Board noted that many SHPOs are concerned that restoration standards are being applied to rehabilitation projects.

Historic Preservation Fund

Administrative Task Force Report

The President stated that the task force was established to increase the visibility of the national preservation program and the HPF appropriation for the States in the Administration. The recent activity of the task force has focused on discussions of whether to continue the NCSHPOs contract with BKSH and Associates.

Appropriations Task Force

Cathie Matthews reported that the task force members have contacted the SHPOs who have Members of Congress that are on the Appropriations Committees, asking these SHPOs to encourage their members to hold the line on the Senate numbers for the HPF. The task force members will follow up with these SHPOs until the House-Senate conference has taken place.

Several Board members who serve on the task force noted that their discussions with these SHPOs have been very positive and the President concluded that he wants to effectively engage the SHPOs and keep them in contact with their Members of Congress throughout the entire year.

Franco Ruffini relayed that in OH, they send a letter with photo to the appropriate Member of Congress when a tax credit project is completed in their district and the Board agreed that this is a good practice that should be emulated by other States.

Renewal of BKSH Contract

The NCHSPO has worked to develop an Administrative strategy for Historic Preservation Fund (HPF) appropriations. It involves focusing our efforts on members of the Administration, in addition to Members of Congress. This strategy resulted in the hiring of BKSH, a lobbying firm that has strong connections to the Administration.

BKSH has expressed that the NCSHPO should be happy with the level funding the HPF received for FY2006 because this is a tough budgetary year. The Board, however, discussed that the main impetus for hiring BKSH was to get an increase in the HPF, not to remain level.

The Board agreed that John Nau, the chairman of the Advisory Council on Historic Preservation, has been an excellent partner; he has been a good voice for the SHPOs and he has been integral in the NCSHPOs efforts to get to the Administration. The Board decided that they may be able to use John Nau's connections in conjunction with the ERA study to get an increase in the HPF for FY2007.

The Board discussed at length whether having a professional lobbyist is necessary and if so, might the NCSHPO be better served by another lobbyist. Jim McConaha moved and F. Lawrence Oaks seconded to terminate the NCSHPOs contract with BSKH. All were in favor. The Executive Director will messenger a letter to BSKH on July 13, 2005 to terminate the contract on August 15, 2005. The Board concluded that they will continue to assess if a professional lobbyist may be necessary to achieve full-funding of the HPF.

ERA Study

The Executive Director briefly reiterated the purpose of the study - to analyze costs to the federal government of reducing the Historic Preservation Fund (HPF) appropriation to the State Historic Preservation Officers (SHPOs) as approved at the July 14, 2004 Board of Directors Meeting. The intent of the study is to document the costs of under-funding the HPF, quantify these costs, and use the study as a basis to get full-funding.

ERA identified six federal agencies (Federal Highway Administration, Forest Service, General Services Administration, Bureau of Land Management, Corps of Engineers, Economic Development Administration) and interviewed/met with these agencies between December 2004 and February 2005. However, only the GSA was able to provide ERA with the information they needed for the study.

The Executive Director referenced the memorandum provided by ERA and indicated that ERA has made two recommendations for how more data may be gathered: 1) hire a consultant to complete the federal agency data gathering; or 2) try to get a member of Congress to request a study by the Congressional Budget Office. The Board discussed whether John Nau, Chairman of the Advisory Council on Historic Preservation, may be able to assist the NCSHPO in doing this.

ERA expects to provide the NCSHPO with a draft report soon. Ideally, the NCSHPO would like to use the report for the FY2007 budget and the Board noted that, if this is the intent, the report will have to be completed soon. The Board agreed that additional actions will be based on the content of the report.

Legislation

Update on Proposed Amendments to the National Historic Preservation Act (NHPA)

The President and the Executive met with Stevan Pearce, the new Chairman of the House of Representatives National Parks Subcommittee on June 28, 2005. They noted that the meeting was positive. The Executive Director will follow-up with Representative Pearce.

The Board agreed that the recent activity of submitting historic properties that are currently not listed on the National Register of Historic Places was a great idea. John Fowler relayed that the staff of the Chairman of the National Parks Subcommittee believes that neither Congress, nor

the Section 106 regulations, envisioned the Section 106 process as it exists today: areas of potential effects (APEs) are too large; visual and secondary impacts should not be considered; the number of historic properties that are considered under Section 106 is too voluminous; and what is considered historic is a huge unknown for federal agencies and applicants. The Board agreed that the Section 106 process could be improved, but improvements could be handled administratively, not legislatively. The Executive Director briefly noted the "opposition" movement to the proposed NHPA amendments being headed by Representative Mike Turner. It was agreed that the NCSHPO will continue to voice their objections to changes to the NHPA, specifically section 4 of the discussion draft bill.

Resources Task Force

The President stated that the purpose of the task force is to work with SHPOs to contact Members of Congress about non-appropriations historic preservation issues. Dorothy Guzzo, the chair of the task force, indicated that members are needed and Christy Davis volunteered to serve on the task force.

Easements

Kathleen Kilpatrick reported that the Senate recently held hearings on this issue and they are discussing whether or not to develop a concept paper or propose legislation. If this happens, a response from the preservation community will have to follow quickly. The House of Representatives is much more modest in their approach and is letting the Senate take the lead on this issue.

Surface Transportation

The House-Senate conference passed an eighth extension to the Transportation Equity Act for the 21st Century (TEA-21).

Preservation Caucus Briefings

The first briefing for staff members of the House of Representatives Historic Preservation Caucus is scheduled for July 14, 2005. This first briefing will be a short Preservation 101 presentation. The Board briefly discussed the intent of these briefings and noted that a tour of a historic site might be a good idea.

NCSHPO Task Force Reports

Heritage Tourism Task Force

Report submitted by Elizabeth Hughes prior to meeting

The following report summarizes progress on those Heritage Tourism Task Force action items outlined in the report presented at the 2005 Annual Meeting.

Products

1. *Create a heritage tourism tool kit geared towards SHPO partners.*
Status: Preserve America remains unfunded to date. Alternative sources of funds for this activity have not been sought.
2. *Assess what SHPOs are doing in the area of heritage tourism currently and analyze where SHPOs can bring added value.*
Status: The National Trust for Historic Preservation web site (www.culturalheritagetourism.org) has been launched and is available for public use.

- This includes a searchable database of national resources and statewide contacts. SHPOs were not systematically surveyed for this database. It would be ideal for the Task Force to survey SHPOs and use the resultant data to build on what NTHP has done with this site in order to give maximum exposure to SHPO heritage tourism efforts.
3. *Develop SHPO heritage tourism best practices or case studies.*
Status: Preserve America remains unfunded to date. Alternative sources of funds for this activity have not been sought.
 4. *Work closely with ACHP on the Preserve America initiative.*
Status: Ongoing by NCSHPO staff.
 5. *Continue to participate in Partners in Tourism.*
Status: NCSHPO staff attend these meetings on an ongoing basis. Elizabeth Hughes (MD), Kerri Post (Visit Florida), and Susan Wilcox (CA Tourism Commission) participate as rotating state representatives.
 6. *Serve on Advisory Committee for the Cultural and Heritage Tourism Summit.*
Status: Ongoing by Jon Smith.
 7. *Learn from NATHPO's experience in the area of heritage tourism.*
Status: This is a SHPO self-study item. The NATHPO toolkit can be found at: www.nathpo.org/Toolkit/NATHPO.pdf
 8. *Explore collaboration opportunities with the Council of the Americans for the Arts "State Arts Action Network."*
Status: An initial call was made to Jay Dick of the State Arts Action Network to inquire regarding cooperative opportunities. Followed up with email describing NCSHPO interests and concerns re. heritage tourism issues which he will review with the Chair and Vice Chair.
 9. *Seek opportunities to educate state and local elected officials through their national organizations.*
Status: Nancy Schamu, Richard Moe, and Tyler Gearhart (Executive Director of Preservation Maryland) met with Maryland Delegate John Hurson, President of the National Conference of State Legislatures (NCSL), in the spring of 2005. NCSL provides research, technical assistance and opportunities for policymakers to exchange ideas on the most pressing state issues. The goal of this meeting was to encourage Delegate Hurson to bring historic preservation and heritage tourism issues to the attention of the NCSL.
 10. *Work with the National Park Service Director of Tourism to identify areas of common interest.*
Status: Interviews are currently underway for the NPS Director of Tourism position.
 11. *Explore opportunities to partner directly with the Travel Industry Association and the National Council of State Travel Directors.*
Status: NCSHPO staff and Elizabeth Hughes participated in a March meeting with TIA staff to explore collaboration opportunities. Performance measure and economic impact analyses are a source of revenue generation for TIA. While immediate opportunities for partnership remain unclear, it was agreed to keep the door open via PIT activities. No progress has been made yet regarding contact with the National Council of State Travel Directors.

Needs

1. *Standardized formula for measuring return on investment.*

Status: The National Trust has launched a new Rural Heritage Development Initiative, funded in large part by a grant from the W. K. Kellogg Foundation, to work with two rural pilot regions over a three-year period on tourism-related economic development strategies. A key component of this project is an independent evaluation of the success of the strategies and of the project itself. Valecia Crisafulli of the NTHP has asked that members of the NCSHPO Heritage Tourism Task Force review the RFP for the evaluation component of the project and looks forward to partnering with NCSHPO as the project moves forward. In particular, NTHP is interested in input early in the process on the indicators and success measurements and on the tracking process after the project begins. The Trust has asked that if there is data that will be useful for SHPOs to have for comparison purposes with other projects, they would be glad to build those into their model, to the extent that is possible. It is hoped that this exercise might substitute for or at least inform any ROI activities that NCSHPO may wish to lead in the future.

2. *Access to training for heritage tourism development specialists.*

Status: The National Trust for Historic Preservation web site (www.culturalheritagetourism.org) maintains an up to date list of heritage tourism training opportunities. With that in mind, it would seem that NCSHPO activities in this regard would be duplicative.

Rehabilitation Tax Credit Task Force

Jim Garrison noted that the National Park Service will be holding a workshop for SHPO tax credit reviewers in Washington DC from July 20-22, 2005. The task force will be meeting in the near future.

National Park Service (NPS) Programmatic Agreement (PA)

There will be a meeting of the NPS staff and several SHPOs in Washington DC in mid-August 2005 to discuss this issue.

Bureau of Land Management (BLM) Programmatic Agreement (PA)

Report submitted by Alice Baldrice prior to meeting

At the request of Katherine Slick, western state SHPOs met at the annual NCSHPO meeting in February of 2005 to discuss the performance of the Bureau of Land Management (BLM) under the nationwide programmatic agreement shared by that agency, the NCSHPO, and the Advisory Council on Historic Preservation. A round table meeting resulted in a wide variety of comments. It was noted that the Advisory Council had listed the PA as one which will need revisions or amending in light of recent changes to the regulations governing Section 106 consultation. At that time Katherine Slick offered to lead a task force to determine what, if any, changes were needed in the nationwide agreement with BLM that dates to 1997.

In May of 2005, Katherine Slick stepped down as chair of the task force and Alice Baldrice agreed to replace her. A questionnaire (see attached) was formulated based on BLM commitments within the nationwide agreement, and e-mailed to task force committee members on June 14, 2005 to determine: 1) Whether or not BLM is keeping its commitments; 2) Problem areas; and 3) Potential solutions.

Alice Baldrice also spoke with Don Klima of the Advisory Council staff to learn the rationale behind the Council's request for revisions. Don Klima stated that the BLM PA was not the highest priority for revisions. The nationwide PA with the National Park Service was scheduled for revisions first and other PAs, such as the BLM's, would follow. Don Klima suggested that there are no concrete issues with the BLM at this time but it is wise to look at any of the older agreements to ensure that they are working and that they are in conformance with changes in the regulations.

Completed questionnaires are due to Alice Baldrice by July 31, 2005. She will compile the results for Task Force members and schedule a conference call with members to discuss the results and further steps to be taken by August 31, 2005. A timetable for further actions is unknown. At this time, the sole result may be recommendations to the NCSHPO Board and the Advisory Council to take into account in the revisions to the PA. The urgency of any identified problems, and implementing any recommended revisions will remain unknown until information is collected from task force members.

The President concluded the task force reports by stressing that he will continue to require reports from the task forces for each Board Meeting as well as Executive Committee Meeting in January.

The Board of Directors recessed at 11:50am EDT and the meeting reconvened at 12:49pm EDT

Planning Process and 2006 Work Plan

Work on the 2005 work plan will begin soon. An announcement will go out to the SHPOs at the end of July mentioning the planning session at the Board of Directors meeting in September and asking for SHPO input into this process. F. Lawrence Oaks offered to provide facilitator if needed.

NCSHPO Staff Reports

Upcoming Meetings

The Director of Communications and State Services reported that the Fall Board of Directors meeting will be held September 26-27, 2005 in Portland, OR. Registration materials will be available at the end of July 2005.

The 2006 Annual Meeting is scheduled for March 13-15 in Bethesda, MD.

The Director of Communications and State Services stated that, at the request of the Executive Committee, a task force has been established. The task force includes: Lisa Burcham, Elizabeth Hughes, and Jim McConaha. The task force recently participated in a conference call to discuss the 2007 Annual Meeting logistics. In addition, the Director of Communications and State Services indicated that she is working with the National Trust for Historic Preservation to determine if holding the Annual Meeting in a historic hotel is feasible. It is expected that the site for the 2007 Annual Meeting will be chosen in July of 2005.

For several years, the NCSHPO Fall Board of Directors Meeting has been held in conjunction with the National Trust's Annual Preservation Conference. However, prior to this, the Board met in early November and the Board discussed if the NCSHPO should return to this pattern, which would enable more SHPOs to host a Board meeting. The Board also considered the

possibility of coordinating the Fall Board Meeting with the Trust's Annual Preservation Conference every 2 years. The task force will continue to discuss this issue.

State Legislation Database

The Executive Director and the Director of Communications and State Services met with the National Trust (Trust) and the National Conference of State Legislatures (NCSL) in May of 2005. The NCSL maintains an on-line database of state legislation dealing with historic preservation. This database was created in 1999 and has not been updated and the meeting focused on how an updated could be accomplished.

Digitization

The Chairman of the Board for the National Trust for Historic Preservation (Trust), Jonathan Kemper, is very interested in digitizing the National Register of Historic Places. The Trust, the National Park Service (NPS) and the NCSHPO have had several discussions on how this might be accomplished.

"Consumer Friendly" SHPOffice Trends

The Executive Director briefly noted the efforts in the Delaware SHPO to better serve their customers. The Board discussed this as a possible session topic at the 2006 Annual Meeting.

Resolution of Thanks

WHEREAS, The New York State Historic Preservation Office invited the National Conference of State Historic Preservation Officers to convene in East Aurora, New York and experience firsthand the Arts and Crafts movement and artistic achievement and inspiration of Elbert Hubbard; and

WHEREAS, no sooner did we arrive on July 10, 2005, than we departed for the great Falls of Niagara, learning that Niagara Falls is American's oldest tourist trap, and thoroughly enjoying our soaking upon the mail of the Mist, while gaining new appreciation for Olmsted's vision on how to experience the Falls; and

WHEREAS on Monday, July 11, we shuffled off to the City of Buffalo where we discovered that no one really knows how the city got its name but hypothesized that it may have something to do with being 'buffaloed' by the Falls or more probably because a buff Native American once lived on the banks of the Buffalo River and attracted others to locate here; and

WHEREAS we observed that not only is Buffalo the inventor of the windshield wiper, but saw that its downtown is virtually a museum of great architecture as we toured great architectural achievements produced by Updike, Richardson, Sullivan, Saarinen, Pei, Wright, Green and Sloan; and

WHEREAS we discovered that being insane in Buffalo during the 19th century might have had its advantages; and

WHEREAS we explored several incredible houses of worship that were or were soon to be transformed to serve new and innovative community uses; and

NATIONAL CONFERENCE OF STATE HISTORIC PRESERVATION OFFICERS

Minutes of the Summer Board of Directors Meeting

July 12, 2005

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WHEREAS it was agreed that Buffalo must become a Preserve America City due to its enthusiastic leadership on the part of the city council, Ruth's elevation to becoming Commissioner, and because of the numerous preservation organizations working to preserve and enhance the many, many, many treasures we visited; and

WHEREAS, despite the fabulously good time, informative and comprehensive tours and wonderful accommodations, the National Conference of State Historic Preservation Officers still managed to squeeze in a Board meeting; and

NOW, THEREFORE BE IT RESOLVED, the NCSHPO Board of Directors hereby extend our thanks and appreciation to Ruth Pierpont and the outstanding members of her staff, for hosting this meeting and for establishing yet a new and higher threshold of excellence for summer board meetings.

Adjournment

The meeting adjourned at 1:27pm EDT

Elizabeth Szufnar, Director of Communications and State Services for Lisa Burcham, Secretary