

Gwinnett Historical Restoration & Preservation Board**Monday, March 21, 2022 – 10:00am**

Lawrenceville Female Seminary, 455 South Perry St, Lawrenceville GA 30046

Present: Ann Bender, Demetrios Lambros, Marlene Taylor-Crawford, Sara Howe-Silvers**Absent: Justin Walsh, Marvin Nash Worthy**

1. Call to Order
2. Welcome/Opening Remarks
3. Approval of Agenda:
 - a. The Board made a motion to add Historic Site Tour discussion under Old Business
{Action: Approved; Motion: Taylor-Crawford; Second: Howe-Silvers; Vote: (4-0) Taylor-Crawford-Yes; Bender-Yes; Howe-Silvers-Yes; Lambros-Yes}
 - b. Approval of Agenda with addition of Historic Site Tour
{Action: Approved; Motion: Howe-Silvers; Second: Lambros; Vote: (4-0) Taylor-Crawford-Yes; Bender-Yes; Howe-Silvers-Yes; Lambros-Yes}
4. Approval of Minutes: January 31, 2022
{Action: Approved; Motion: Howe-Silvers; Second: Lambros; Vote: (4-0) Taylor-Crawford-Yes; Bender-Yes; Howe-Silvers-Yes; Lambros-Yes}
5. Announcements (Board Members)
 - a. Chairwoman Bender shared a statement thanking the board members and the previous year's chair for their work and accomplishments in 2021
 - b. Board Member Taylor-Crawford shared a statement in recognition of March being Women's History Month.
6. Old Business
 - a. Update on County Historian
 - i. Board Member Taylor-Crawford presented information on the attendance of Marvin Nash Worthy, County Historian, at Historic Restoration and Preservation Board meetings since 2012 as well as feedback from the Gwinnett County Attorney regarding the County Historian position.
 - ii. The Board made a motion to proceed with reaching out to Commissioner Ku to facilitate a discussion with the chief judge of the Superior Court of Gwinnett County about the position of County Historian.
{Action: Approved; Motion: Lambros; Second: Taylor-Crawford; Vote: (4-0) Taylor-Crawford-Yes; Bender-Yes; Howe-Silvers-Yes; Lambros-Yes}
 - iii. The Board made a motion to proceed with reaching out to Melanie Jean-Noel for insight into steps for seating a new County Historian.

{Action: Approved; Motion: Lambros; Second: Howe-Silvers; Vote: (4-0) Taylor-Crawford-Yes; Bender-Yes; Howe-Silvers-Yes; Lambros-Yes}

b. Update on Preservation Award and 2022 Event

- i. The Board made a motion to proceed with Saturday, September 17, 2022, 12:00noon-2:00pm for the Preservation Award Ceremony.

{Action: Approved; Motion: Taylor-Crawford; Second: Howe-Silvers; Vote: (4-0) Taylor-Crawford-Yes; Bender-Yes; Howe-Silvers-Yes; Lambros-Yes}

c. Historic Site Tour

- i. Chairwoman Bender requested staff email her a list of possible dates for tour.

7. New Business

a. Notice to change "Section1. Regular Meetings" of HRPB by-laws

- i. The Board made a motion to present proposed verbiage for this change at the next meeting for review

{Action: Approved; Motion: Lambros; Second: Howe-Silvers; Vote: (4-0) Taylor-Crawford-Yes; Bender-Yes; Howe-Silvers-Yes; Lambros-Yes}

- ii. The Board made a motion to accept the revised 2022 Meeting Dates (Document Attached)

{Action: Approved; Motion: Howe-Silvers; Second: Lambros; Vote: (4-0) Taylor-Crawford-Yes; Bender-Yes; Howe-Silvers-Yes; Lambros-Yes}

b. Historical Fact

- i. Board Member Taylor-Crawford highlighted the contributions of two Gwinnett women, Freddie Norman and Mary Long, in honor of Women's History Month. Vice Chair Lambros requested a link to Gwinnett County's [Story Vault](#) to be placed in the minutes.

8. Project Updates

a. Mark Patterson presented on the following

- i. Yellow River Post Office site renovation
ii. New lighting in barn at Elisha Winn Site
iii. Staff working on putting out an RFP for the Promised Land house restoration
iv. Update on interpretive signage at Yellow River Post Office and McDaniel Farm

9. Program Updates

a. Jason West presented on the following

- i. 2021 Highlights (Document Attached)
ii. March-May 2022 Calendar (Document Attached) of Community Services Historical and Cultural Programming

10. Exhibit/Artifact Updates – staff presentation

- a. Presentation by Cammie Fulmer (Document Attached)

11. Comments from Audience

12. Adjournment at 11:37pm

{Action: Approved; Motion: Lambros; Second: Howe-Silvers; Vote: (4-0) Taylor-Crawford-Yes; Bender-Yes; Howe-Silvers-Yes; Lambros-Yes}



Gwinnett Historical Restoration and Preservation Board

PROPOSED 2022 Meeting Dates

Meeting	Meeting Date	Location	Time
Special Meeting	Monday, January 10	Gwinnett Environmental and Heritage Center 2020 Clean Water Drive Buford, GA 30519	6:00pm
Regular Meeting	Monday, January 31	Gwinnett Historic Courthouse 185 W. Crogan St. Lawrenceville, GA 30046	6:00pm
Special Meeting	Monday, March 21	Lawrenceville Female Seminary 455 South Perry Street Lawrenceville, GA 30046	10:00am
Regular Meeting	Monday, May 16	Simpsonwood Chapel 4511 Jones Bridge Circle NW Peachtree Corners, GA 30092	6:00pm
Special Meeting	Monday, July 18	Gwinnett Environmental and Heritage Center 2020 Clean Water Drive Buford, GA 30519	10:00am
Regular Meeting	Monday, September 19	Lawrenceville Female Seminary 455 South Perry Street Lawrenceville, GA 30046	6:00pm
Regular Meeting	Monday, November 21	Gwinnett Historic Courthouse 185 W. Crogan St. Lawrenceville, GA 30046	10:00am

2021 HIGHLIGHTS

Experience our vibrantly connected community!

Parks

MAINTAINED

8,278 ACRES
out of 11,714 total acres

109 CITIZEN
REQUESTS

600,000

890 INSPECTIONS
of 77 playgrounds

21,219 WORK
ORDERS

SQUARE FEET
sports fields renovations

TRAILS

142 total
MILES

18 TRAILS
in progress

WILDLIFE MANAGEMENT

39 MILES
under design

8 MILES
under construction

122 GEESE RELOCATED

20th ANNIVERSARY
GWINNETT PARKS
FOUNDATION

DEDICATION
Lois Lane Allen Pavilion
at Alexander Park

GwinnettParks.com

2021 HIGHLIGHTS

Experience our vibrantly connected community!



Park Experiences

FACILITY RENTALS | **12,087**

5,249 activities
278,502 total PARTICIPANTS

225 summer camps
2,979 campers

31 PARTNERS
Athletic Associations

31,399 ATHLETES

164 SCHOLARSHIPS OFFERED

Stewardship

11,900 volunteer hours
70 work days volunteer

including **18** EAGLE SCOUT projects
BILINGUAL EVENTS
Dos Dia de Servicio y Convivio

89 ARTIFACTS processed
19 recorded ORAL HISTORIES



Aquatic Experiences

318,584 total participants
152,648 admissions and **35,606** swim lessons

GwinnettParks.com

Historical and Cultural Programming Community Services March – May 2022

Ongoing

Chesser-Williams House Guided Tours

Monday - Saturday 10am – 4pm

2020 Clean Water Drive, Buford

Step back in time as you explore one of Gwinnett's oldest remaining homes treasured for its beautiful examples of original folk art.

Freeman's Mill Guided Tours

Third and Fourth Saturdays of each month 10am – 4pm

1401 Alcovy Road, Lawrenceville

Gather at the mill to discover how this historic site impacted and provided for the local community. Our Educational interpreters will lead guided tours of the historic mill and property.

Lawrenceville Female Seminary Guided Tours

Monday - Saturday 10am – 4pm – no registration needed

455 South Perry Street, Lawrenceville

Tour Gwinnett County's History Museum that once served as the leading women's educational institution starting in 1850s.

McDaniel Farm Guided Tours

Friday- Saturday 10am – 4pm – no registration needed

3251 McDaniel Road, Duluth

Explore what farm life was like in Gwinnett in the 1930s as our educational interpreter shares with you the historical farmhouse, blacksmith shed, barn and more.

(STARTING IN MAY) Yellow River Post Office Historical Site Guided Tours

First and Second Saturdays of each month 10am – 4pm

519 Five Forks-Trickum Road, Lilburn

Experience Gwinnett's newest historical site as you travel back in time to the 1800's. Our interpreters will share with you the historical significance of this newly restored site.

Public Programs

Gears and Grits

March 22 10am – 12pm

Freeman's Mill 1401 Alcovy Road, Lawrenceville

Explore the Gears and Simple Machines that powered Freeman's Mill and discover how millers used the Alcovy River to run the mill and grind the grits. This interactive experience will feature a grit grinding demonstration and guided tours of the mill.

Animal Crackers at the Farm

April 18th 10:00-11:30

McDaniel Farm Park 3251 McDaniel Road, Duluth

It's National Animal Cracker Day and we're celebrating with stories, crafts, games and let's not forget about the animal crackers. Join us for a Hayride at 10:30 as we explore the trails and learn about some of the animals that called McDaniel Farm home over the years. This event has been developed with children ages 18 months to 5 years of age in mind.

Early Learning Programs

Toddler Trek Program – Welcome Spring

March 22nd 10:30-11:30

Lawrenceville Female Seminary 455 South Perry Street, Lawrenceville

The world begins to wake with renewed life as spring brings new leaves, blossoms, and green grass. Join us at the Lawrenceville Female Seminary as we explore the change of seasons through interactive nature-based play.

Toddler Trek Program – Dandy Ducks

April 5th 10:30-11:30

Freeman's Mill 1401 Alcovy Road, Lawrenceville

Five little ducks went out to play what do you think they'll do today? Explore the lives of ducks through stories, songs and engage in interactive nature-based play at the historic Freeman's Mill.

Toddler Trek Program – Rowdy Romping Rabbits

April 19th 10:30-11:30

McDaniel Farm Park 3251 McDaniel Road, Duluth

We know that they're cuddly and cute but how do rabbits spend their day and where can they be found. Spend some time at McDaniel Farm exploring the secret lives of Georgia's rabbits through songs and interactive nature-based play

Toddler Trek Program – Brilliant Butterflies

May 3rd 10:30-11:30

Lawrenceville Female Seminary 455 South Perry Street, Lawrenceville

Fluttering gracefully through the sky, butterflies are more than just something pretty to look at. Gather at the Lawrenceville Female Seminary as we go on a butterfly hunt, enjoy stories and songs, and engage in interactive nature-based play.

Toddler Trek Program – Racing River Otters

May 17th 10:30-11:30

Freeman's Mill Historical Site 1401 Alcovy Road, Lawrenceville

Slip, slide and ride a wave with Georgia's river otters. Explore these fun water loving creatures with us at the Historic Freeman's Mill. Enjoy a day outside as we sing songs, listen to stories, and participate in fun hands-on activities.

Toddler Trek Program – Donkeys

May 31st 10:30-11:30

McDaniel Farm Park 3251 McDaniel Road, Duluth

Hee, Haw, Hee, Haw – enjoy a morning of farm songs and fun hands-on activities at the Historic McDaniel Farm as we learn about the fascinating life of donkeys.

K-12 & Homeschool Programs

March

How Simple Machines shaped the 1800's

Homeschool Program

March 10 1pm – 3pm

Freeman's Mill Historical Site 1401 Alcovy Road, Lawrenceville

Trenches, Tactics and Technology: WW1 Impacts

5th Grade

March 4th, 11th

Gwinnett Environmental & Heritage Center 2020 Clean Water Drive, Buford

April

Colonial Georgia

Homeschool Program

April 14th 1:00pm – 3:00pm

Gwinnett Environmental & Heritage Center 2020 Clean Water Drive, Buford

How Simple Machines shaped the 1800's

Homeschool group K-12

April 22 10am – 12pm

Freeman's Mill Historical Site 1401 Alcovy Road, Lawrenceville

May

Museum Quest in conjunction with For All the World to See Exhibit

8th Grade

May 4th

Gwinnett Environmental & Heritage Center 2020 Clean Water Drive, Buford

How Simple Machines shaped the 1800's

Homeschool Program

May 12th 1pm – 3pm

McDaniel Farm Park 3251 McDaniel Road, Duluth

Community Services Artifacts and Exhibits



Artifact Collections Procedures Manual

ARTIFACT COLLECTIONS PROCEDURES



- Define what is collected and why
- Define limits of authorization for acquisition of artifacts
- Documentation of how item is conserved and exhibited
- Access to collections
- Deaccession of artifacts



Donation vs Loan

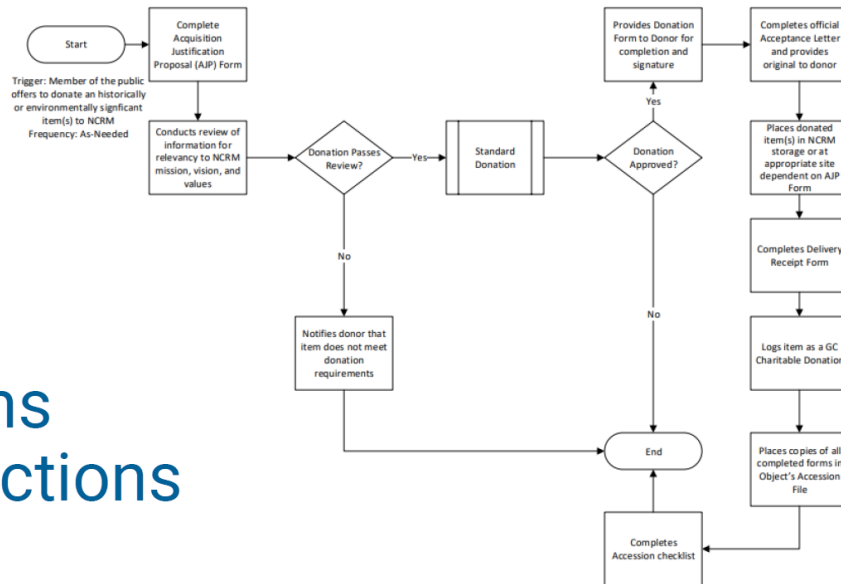
Donation



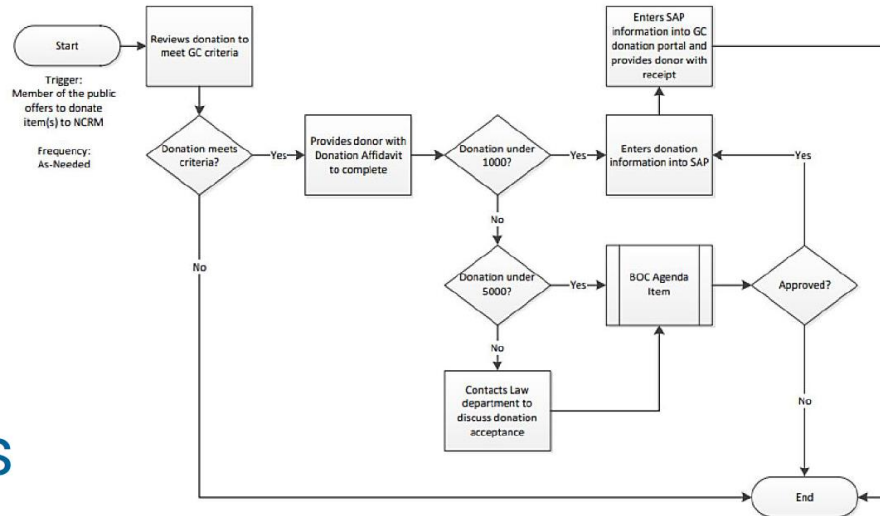
Loan



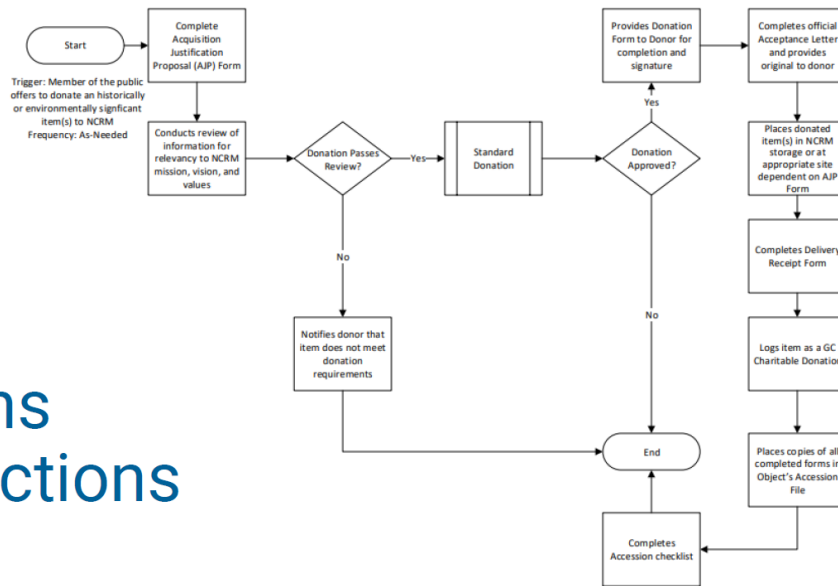
Donations for Collections



General Donations



Donations for Collections





Please select one: DONATION LOAN

Name of donor(s) or lender(s): _____
Address: _____
Phone #: _____ Email: _____
Date of donation or Loan start date: _____ Loan period: _____ Insurance value: _____
(for loan/loans)

Artifact /Object Details (Please attach additional pages if needed.)

Artifact/Object Name	Describe the Artifact/Object (Include size, weight, material, make or object, where it is from - Gwinnett County, Georgia, etc.)	History of the Artifact/Object (Date made/origin, previous owners, usage history, etc.)

DONOR: I (we), being the sole legal owner(s) of the property described above, hereby give the Gwinnett Board of Commissioners, for its use and benefit without restriction as to use or disposition, the property described above. In addition, I (we) give all copyrights and associated rights I (we) have. To the best of my (our) knowledge I (we) have good and complete right, title, and interest (including all transferred copyrights, trademarks, and related interests) to give. The Deformed Board of Commissioners will display the object(s) if and when it (seems) feasible. I (we) have no objections to my (our) name(s) appearing as donor(s) in connection with the gift in the Gwinnett Board of Commissioners records, publications, and other designations.

Owner(s), Agent(s), or Acting Representative(s) Signature _____ Date _____

LENDER: I (we) acknowledge that I (we) have full authority and power to enter into this agreement, and hereby loan the Department of Community Services the artifact(s/object(s)) listed above for its use and benefit without restriction as to use or disposition, the property described above. Unless otherwise specified, all objects will be returned to the lender as listed above at the completion of the loan period. To the best of my (our) knowledge I (we) have good and complete right, title, and interest (including all transferred copyrights, trademarks, intellectual properties, and related interests). I (we) acknowledge that the Department of Community Services may display the object(s) if and when it (seems) feasible and/or its agents or employees deem appropriate and reasonable.

Owner(s), Agent(s), or Acting Representative(s) Signature _____ Date _____



Donation vs Loan

Donation



Loan





Please select one: DONATION LOAN

Name of donor(s) or lender(s):

Address:

Phone #:

Email:

Date of donation or loan start date:

Loan period:

Insurance value:

(to be held by lender)

Artifact / Object Details (Please attach additional pages if needed)

Artifact/Object Name	Describe the Artifacts/Object (include size, weight, materials, make of object, where it is from - Statewide, County, Georgia, etc.)	History of the Artifacts/Object (Date made/origin, previous owners, usage history, etc.)

DONOR: I (we), being the sole legal owner(s) of the property described above, hereby give the Gwinnett Board of Commissioners, for its use and benefit, without restriction as to use or disposition, the property described above. In addition, I (we) give all copyright and associated rights I (we) have. To the best of my (our) knowledge I (we) have good and complete right, title, and interest (including all transferred copyrights, trademarks, and related interests) to give. The Gwinnett Board of Commissioners will display the object(s) if and when it deems feasible. I (we) have no objections to my (our) name(s) appearing as donor(s) in connection with this gift in the Gwinnett Board of Commissioners records, publications, and other descriptions.

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Owner(s), Agent(s), or Acting Representative(s) Signature _____ Date _____

Artifact/Object Return

On this date, _____, the owner(s), agent(s) or acting representative, acknowledge the return of the object(s) described above in a satisfactory condition.

Owner(s), agent(s) or acting representative(s) signature _____

Staff Use

Board of Commissioners approval date: _____

Accepted by DoCS Staff (print name) _____ DoCS Staff Signature _____ Date _____

Approved DoCS Staff (print name) _____ Approved DoCS Staff Signature _____ Date _____

The Department of Community Services gratefully acknowledges receipt of the following objects below:

Artifact Number	Display/Storage Location	Description and Condition (Please attach pictures of artifact(s)/object(s) to this form)

Recorded by staff:

Print Name _____ Signature _____ Date _____



Documentation

- Accession File
 - Accession Documents
 - Donation Form, Acceptance Letter and Delivery Receipt
 - Bill of Sale
 - etc
 - Condition report
 - History of object/research
- Electronic Database - PastPerfect





PastPerfect and Artifact Management



PastPerfect

A screenshot of the PastPerfect software interface. The title bar at the top reads "Gwinnett History Museum" and "PastPerfect Software - Network Version 5.0E5". The interface is divided into several panels:

- COLLECTIONS**: Includes icons for Objects, Photos, Archives, and Library.
- ACTIVITIES**: Lists Temporary Custody, Accession, Exhibits, Incoming Loans, Outgoing Loans, and Deaccessions.
- RESEARCH**: Lists Catalog Lists, All 4 Catalogs, By Keyword, By Lexicon, By People, and By Search Term.
- REPORTS**: Lists Reports and Report Maker.
- PEOPLE & SITES**: Lists People Biographies and Sites & Localities.
- BACKUP & REINDEX**: Lists Hard Drive Backup, CD/DVD Backup, Removable Backup, and Reindex.
- UTILITIES**: Includes a Quick Find button.
- DEVELOPMENT**: Includes Contacts, Contact Lists, Pledges & Receipts, and Campaigns.
- OPTIONAL FEATURES**: Lists Inventory Manager, PastPerfect-Online, and Virtual Exhibit.

A central banner reads "PastPerfect Software for museum collection management". An Exit button is located at the bottom right.

PastPerfect - Location

Objects Catalog

Sort by Object ID

Collection: Museum Permanent Collection

Object ID: 01.02.02

Object Name: glove

Other Name:

Other#:

Old#:

Accession#: 01.02 Thomas Lanford

Home Location: GHM.3.5

Date: thru

Year Range:

Catalog Date: 06-28-2003

Cataloged by: SN

Status Date: - - -

Status by:

Status:

Image Management (1 of 1)

001010202.JPG

Location: Archaeology Art Geology History Natural History Custom

Home Location: Building GHM Room Wall Cabinet 3 Shelf Drawer Container 5

Temporary Location: Building GHM Room On display Wall Cabinet Shelf Drawer Container

Date: - -

Until:

Reason:

Authorized by:

Moved by:

Notes:

Last Invented Date: 06-28-2019

Invented by: Brian Boggs

Dataset:

Location History

Type	Date	Location	By	Until
Home	- -	Climate Controlled:.....		

Loan Options: View Loan Screen Put on Loan View Loan History

Exhibit Options: View Exhibit Screen Put on Exhibit View Exhibit Label View Exhibit History

Record 548 of 1620 On Temporary Location Updated by Unknown Updated 06-28-2019 09:23 AM Update History

picture containing graphical user interface
 description automatically generated

PastPerfect - Accession

Accession

Sort by Accession#

Accession#: 00.02

Other#:

Received as: Gift

Received by: Sara Arnold

Received Date: 04-20-2000

Accessioned by: Sara Arnold

Accession Date: 04-25-2000

Price or Value: Calculate

Dataset:

Contact ID#: 0

TC Receipt#:

Accession Includes 24 Catalog Records

Object ID	Object Name	Title	Description / Summary
O 00.02.01	pillowcase		Feed sack converted into a pillowcase. Writing on the pillowcase says "
O 00.02.02	pillowcase		Feedsack converted into pillowcase
O 00.02.03	dolly		Handmade, crocheted, with four gaps. Slight stains covering dolly
O 00.02.04	scarf		Scarf has big flowers (Roses) outlining the scarf with tiny roses spread
O 00.02.05	blanket/sheet		The bed sheet contains pictures of a dog doing different things, such as
O 00.02.06	towel		Towel has green waves at bottom followed by a row of teapots, tugs(?),
O 00.02.07	dolly		Handmade, appears to be needlepoint. This dolly has a large circle wit
O 00.02.08	dolly		Handmade, appears to be needlepoint. Contains x's and stems with le
O 00.02.09	bonnet		Blue with white flowers and green leaves. has Neckguard and faceguai
O 00.02.10	apron		A needlepoint picture of a basket, some clothespins, and flowers are sti
O 00.02.11	apron		This apron has strings of purple flowers going down the apron and pur
O 00.02.12	apron		Cooking apron with needlepoint designs on the pockets which are local

Record 18 of 207 Updated by Updated - - - - AM



Exhibits and Displays



In House Exhibits

Rotating Cases



Gwinnett and World War I



Traveling Exhibits

Community Services
Traveling Exhibits



Loans from Other
Organizations



2021 Year in Review

- 89 artifacts processed
- 19 oral histories recorded
- 3 new exhibits

