

## VIRGINIA WORLD WAR I AND WORLD WAR II COMMEMORATION COMMISSION

The Honorable M. Kirkland Cox, Chairman

Meeting Summary

October 17, 2016

1:00 p.m.

Members present: Delegate M. Kirkland Cox (chair); Senator Frank M. Ruff, Jr. (vice chair); Delegate Richard L. Anderson; Delegate John M. O'Bannon; Delegate Marcus Simon

Chairman Cox called the meeting to order and welcomed Lily Jones, the new Research Associate for the Virginia World War I and World War II Commemoration Commission (Commission).

### **Proposal: Military Ball of Virginia and WWI 100th anniversary lecture - April 2017**

*BG Paul Griffin, Virginia National Guard Director of the Joint Staff*

*Christina Barrille, Director of Legislation and Policy, Department of Military Affairs*

BG Griffin and Ms. Barrille presented an overview of the Virginia National Guard (VNG) Military Ball. In honor of the 100th anniversary of World War I, the VNG proposes partnering with the Commission to expand the existing Military Ball into a larger event to be held April 29, 2017, at the Midlothian DoubleTree Hilton, accommodating up to 700 attendees, including elected officials, foreign dignitaries, veterans, and service members. Ms. Barrille presented a schedule of events to include posting of the colors, a welcome by the Governor and the Adjutant General of Virginia, speakers from the Commission, a formal supper, keynote speaker Roger H.C. Donlon, and a formal dance. The VNG has issued an RFP that includes assistance with web-based registration and individual payment, protocol support, on-site support at the event, and post-event payment and reconciliation.

In addition, Ms. Barrille presented plans for a four-part WWI speaker series, to take place in March and April of 2017 in partnership with local historical societies and libraries, with topics and locations to be finalized by the Commission. She also mentioned that the Virginia Department of Military Affairs (DMA) will purchase five uniforms for a World War I honor guard, which would support certain WWI anniversary events. While the DMA has already secured nongeneral funds to purchase the uniforms, the DMA invited the Commission to share its expectations for use of the WWI honor guard during commemorative events. Chairman Cox suggested that the honor guard be present at the State Capitol during the Reconvened Session, scheduled for April 5, 2017, to mark the 100th anniversary of the United States' entry into WWI on April 6. Staff will work with the clerks' offices to determine the feasibility of such a ceremony.

Members discussed the level of financial support for the events outlined above to mark the 100th anniversary of the United States' entry into WWI (Military Ball and lecture series) and agreed to reimburse direct costs of the events in an amount not to exceed \$10,000, following the execution of a Memorandum of Understanding (MOU).

Delegate O'Bannon moved that the Commission partner with the VNG to host the Military Ball and WWI speaker series in an amount not to exceed \$10,000. The motion was seconded by Senator Ruff and passed unanimously.

### **Proposal: Battle of Midway 75th anniversary symposium and Navy events - June 2017**

*Laura Orr, Director of Education, Hampton Roads Naval Museum*

*Amanda Williams, Education Manager, MacArthur Memorial*

Ms. Orr presented plans for "The Tide Turns," a Battle of Midway 75th Anniversary Symposium, to take place on June 2, 2017, from 9 a.m. to 4 p.m. at the MacArthur Memorial in Norfolk, Virginia, in partnership with the Hampton Roads Naval Museum. The symposium will be free and open to the public and will feature speakers Elliot Carlson, Anthony Tully, Ronald Russell, and Timothy Orr. An invitation-only evening reception will follow for members of the U.S. military, board members from the Hampton Roads Naval Museum and MacArthur Memorial, Virginia's World War I and World War II Commemoration Commission members, NATO representatives, local and state representatives, and representatives of the Cities of Norfolk and Virginia Beach. Ms. Williams noted that this would be the third joint symposium for the MacArthur Memorial and Hampton Roads and that past symposiums have attracted diverse audiences of teachers, students, military personnel, and the general public. Ms. Williams

invited Chairman Cox to welcome the attendees at the reception. Ms. Orr and Ms. Williams requested \$8,500 from the Commission to cover direct costs for speakers' fees, food and refreshments, event promotion, and site-related costs, pursuant to an MOU to be developed.

Ms. Williams also detailed plans for a next-day commemorative event that will provide an additional draw for the symposium. On June 3, Commander, Naval Air Force U.S. Atlantic Fleet will host a commemoration of the Battle of Midway at the Virginia Beach oceanfront, in partnership with the Hampton Roads Naval Museum, the Virginia Beach Convention and Visitors' Bureau, and other organizations. The event will include a flyover by F/A-18 Super Hornets.

Delegate O'Bannon moved that the Commission partner with the MacArthur Memorial and Hampton Roads Naval Museum to host the Battle of Midway 75th Anniversary Symposium and related events, with direct costs not to exceed \$8,500. The motion was seconded by Delegate Anderson and passed unanimously.

**Proposal: WWI and WWII Profiles of Honor Legacy Project: Document scanning and archive**

*Sandra G. Treadway, Librarian of Virginia*

Dr. Treadway presented plans for the Library of Virginia (LVA) to support a WWI/WWII Legacy Scanning Project, in association with the Commission's *Profiles of Honor* project. LVA would assist the Commission in implementing scanning events by serving as technical consultants; assisting in development of questionnaires for data collection; and receiving, storing, and managing digital scans. LVA would additionally aid the Commission in running transcribe-a-thons using LVA's online crowdsourcing project, *Transcribe*. In assisting the Commission, LVA would provide staff and volunteer training, release WWI and WWII papers and manuscripts for transcription, collect and manage transcripts to make them publically accessible, and promote the Commission's scanning events and transcribe-a-thons through the LVA's wide social media network. The LVA's plans require funding between \$35,000 and \$50,000 per year to hire an archivist to provide technical expertise and to oversee content management.

Dr. Treadway also recommended updates to the scanning equipment used previously in the Civil War 150 Legacy Scanning Project. Costs for the new equipment necessary to implement the project would total \$6,999.88.

In response to questions, staff noted that all equipment would belong to the Commission and that the LVA staff would serve as technical consultants to the project. Chairman Cox noted that this scanning project would be an integral piece of the *Profiles of Honor Tour*.

Delegate Anderson moved to fund the scanning project in an amount not to exceed \$57,000 annually. The motion was seconded by Senator Ruff and passed unanimously.

**Grant recommendations: Virginia WWI and WWII Tourism Marketing Program**

*Steve Galyean, Partnerships and Outreach Director, Virginia Tourism Corporation*

Mr. Galyean updated members on the Tourism Marketing Program, which aims to provide funds to local partners for the marketing of events related to the commemoration in an effort to ensure that events reach a wide audience. After a series of eight partner information sessions, the Tourism Marketing Program received 11 applications for its first round of grants, which closed on August 31, 2016. A review team of Commission staff and VTC staff reviewed the applications and recommended nine for approval, for a total of \$40,080 in grant funding. Two applications did not meet the program's guidelines, and applicants will be encouraged to resubmit after they receive counseling on how to improve the applications. Mr. Galyean noted that if the total amount for the grants were approved, \$59,920 would remain in available grant funds, which would allow the Tourism Marketing Program to open a second round of grants.

Senator Ruff moved to approve the nine recommended grants. Delegate Simon seconded the motion, which passed unanimously.

Ms. Jackson noted that the number of grant applications in the first round of applications was higher than anticipated and may be high again in the second round, requiring additional funding. The tourism grant project's current total budget is \$100,000.

Senator Ruff moved that the Commission authorize the transfer of an additional \$100,000 to VTC in order to continue funding the Tourism Marketing Program. Delegate O'Bannon seconded the motion, and it passed unanimously. The next round will open December 7.

### **Program updates**

*Cheryl Jackson, Executive Director*

Ms. Jackson provided updates on a number of programs:

#### **Logo request approval**

Commission staff recommended approval of 16 requests for use of the Commission's logos in promoting local WWI and WWII events. Senator Ruff moved to approve the requests. The motion was seconded by Delegate O'Bannon and passed unanimously.

#### ***Dawn of Infamy – America Goes to War: A Tribute to WWII Veterans***

Ms. Jackson provided an update on the Commission's December 8 tribute to World War II veterans, *Dawn of Infamy - America Goes to War*, at the University of Richmond's Robins Center. The program has 270 registrants, with the number steadily increasing, and registration remains open until November 15. Ms. Jackson provided a schedule of the morning's events, requesting Commission members to report at 8:45 a.m. Recent updates to the program's participants include Greg McQuade of WTVR CBS6 as emcee and the Virginia Military Institute Regimental Band, which will provide music in the morning.

Commemorative coins have been designed and ordered to be presented to WWII veterans at the ceremony, and the coins will be mailed to veterans participating in the program off-site. The program will be livestreamed to several outside locations, and simulcast at Sitter-Barfoot Veterans Care Center, where a simultaneous coin recognition ceremony will take place. Ms. Jackson requested that a Commission member attend the program at Sitter-Barfoot to present the coin to WWII veterans attending remotely.

Ms. Jackson also updated the Commission on efforts to promote *Dawn of Infamy*. A press release was distributed to media outlets, and several interviews with local media are pending. Ms. Jackson encouraged members to continue distributing event Save the Date reminders and promoting the event through social media, as well as continuing in the ongoing effort to promote the event to WWII veterans, VFW and American Legion posts, active-duty service members, and museums and historical societies.

#### ***Profiles of Honor tour***

The Commission's *Profiles of Honor Tour* is currently under construction at Spevco, Inc., and the project is on budget and slightly ahead of schedule. An MOU with DMV, VTC, and LVA is in development. The trailer's exterior design is in its final stages, and the exhibit's navy bridge and M5 Stuart build-out are in progress. Exhibit text and designs were provided to Commission members for their consideration.

The ribbon-cutting for *Profiles of Honor* is scheduled for December 7, 2016, at the Commonwealth's Pearl Harbor Remembrance Ceremony at the Virginia War Memorial. Several applications for 2017 tour stops have already been submitted, with applications for priority consideration due by November 1.

#### **Teacher symposium**

A planning group composed of local museums and partners has met to plan for the 2017 WWI and WWII Statewide Teacher Symposium, which will feature a WWI morning program, a WWII afternoon program, and a tour of a local museum. The symposium will take place in eight parts between June 27 and July 26, located in Abingdon, Salem, Norfolk, Richmond, Bedford, Farmville, Winchester, and Fredericksburg. Each program will feature breakout sessions hosted by museums across the state and will vary depending

on location to highlight local museums and partners. The *Profiles of Honor Tour* will be onsite at each event.

### **Programs in development**

Several programs are in development for the coming years, including: an LVA WWI pandemic exhibit partnership and speaker series; a program for the 100th anniversary of Armistice Day, to take place at the WWI Memorial Carillon on November 11, 2018, in Richmond; and a program for the 75th anniversary of D-Day on June 6, 2019, in Bedford. The Commission continues its outreach efforts across the state, building on more than 300 local partnerships. WWI and WWII Commission signage is in place at Welcome Centers, and window clings have been distributed. Rack cards to promote the Commission's programs and the work of its local partners are in development.

Commission staff will participate in "Commemorative Communities," a Virginia Association of Museums workshop, and will host a November 3 update session for partners.

There being no additional business, the meeting was adjourned. The next meeting of the Commission will be held on January 10, 2017, and has been moved to 9:30 a.m.