

# Douglass High School Commemorative Committee

Location: Frederick Douglass Elementary School Library

## MEETING MINUTES

March 28, 2022, 6:00 p.m.

APPROVED

### ATTENDEES:

**Committee Members:** Charles Avery, Erica Bush, Dwight Brooks, Gladys Burke, Valerie Bush, Tammy Carter, Carlotta Coates, Gertrude Evans, Mary Randolph, James Roberts, Larry Roeder, Larry Simms, Sylvia Smith

**Absent:** Glory Howard, Joyce Jackson, Larry Roeder, Larry Simms, Michelle Thomas

**Guests:** Charlotte Coates, Alvin Dodson, Janet Wiggins, Helen Avery

**LCPS Staff:** Bev Tate, Melissa Tello, Kathleen Devens, Donna Torraca

Charles Avery welcomed the Committee and guests. No public comment was provided from the guests.

The Committee reviewed the minutes from the March 14, 2022 meeting. Valerie Bush made a motion to approve the minutes and Tammy Carter seconded.

### Construction Update:

Melissa Tello provided a construction update since the March 14<sup>th</sup> meeting. While it was hoped that the weather would allow for more outside activity, the interior renovations and updates continue. Installation of the restored windows in the 1960 portion of the building has started. Pictures of the restored windows in the 1941 portion will be shared at the next meeting. It is anticipated that the roof replacement in the 1941 portion of the building will begin the second week in April. More information regarding a search for any time capsules on the property should be available at the April meeting. As for the time capsule the Committee is currently working on, Melissa shared that time capsules are part of any new projects for LCPS and they will be purchasing the compartment and the materials needed for the members to share their stories for inclusion in the time capsule. Mr. Roberts inquired what was being constructed near the shop building. Melissa shared it is the enclosure for the dumpster.

### Playground Update:

Donna Torraca directed the Committee to the Playground Update prepared by Sara Howard-O'Brien and stated that the next meeting with Parks & Rec had not been scheduled but at the next meeting the vendor will provide a mock-up of the panels under consideration to allow staff to better understand how much information each panel can hold, among other things. Parks & Recreation has offered that one of the panels could be for local names. More detailed information is available in the status update, attached.

### Responsibility of Stakeholder Groups:

The stakeholders group has not met so no update was provided.

### **SUBCOMMITTEE REPORTS:**

#### **Pavers and Quotes Subcommittee:** Carlotta Coates and Gert Evans

Carlotta Coates provided an overview of the questions posed to the Subcommittee from LCPS and their recommendations.

- Proposed Name of the Shop/Band Building to be: *The Knox-Daniels Building* after the first shop teachers at the school, Moses Knox, and long-time teacher of industrial arts and other subjects, Isaac Daniels;
- Site informational signs (“Did You Know” signs) on the west side of the building near the shop building with information regarding the use of the shop/band building which was also used as a classroom and later for day-care;
- Property directory sign will be located at the front entrance to the building;
- The Heritage Walk and Entry Plaza for pavers and at the base of the sculpture.
  - The Classes to be identified by each class (“Class of 1941”, etc.) at the base of the sculpture and with plaque explaining why there was no class of 1949.
  - Pavers with quotes and words at the Entry Plaza. It is not expected that there will be less than 14 pavers in the front plaza area per Melissa Tello;
  - Pavers with quotes at the Heritage Walk; and
- Quotes inside the building including: Inside the timeline, room name panels, gym wall acoustic panels, information panel at back of stage, trunk of kiosks and over the front door as you exit the building

Roll Call was taken on the above items and the vote were as follows with Gladys Burke (absent for votes 1-4 and Glory Howard, Joyce Jackson, Mary Randolph, Larry Roeder, Larry Simms, Michelle Thomas absent for all votes (1-5):

1. Naming Shop Building The Knox-Daniels Building: Passed 9-0
2. Location of Information Panels on West Side of Building: Passed 9-0
3. Property Directory located at front entrance: Passed 9-0
4. Location of opportunities for pavers and quotes: Passed 9-0
5. Quote locations Inside the Building: Passed 10-0

#### **Kiosk and Computer Screen Subcommittee:** Carlotta Coates and Valerie Bush

Valerie Bush provided an overview of the Subcommittee recommendations. The Subcommittee questioned how visitors would know there is additional information behind the stage?

Suggestions included information in the directory located near the front door when visitors enter, in a brochure for visitors regarding the school and at various commemorative focal points:

- Agreement on the number of directory signs and electronic information kiosks shown in the BBB presentation which included directory sign near the front door inside and another outside, 2 electronic information kiosks in the front room and 2 electronic information kiosks on the back wall of the stage. The Subcommittee also recommends 2 additional electronic information kiosks inside, one near the gym and the other at the shop building and that all electronic kiosks have Bluetooth capability.
- The subcommittee recommended digital displays within the timeline(s).
- The subcommittee deferred recommendation on the picture at the back of the stage. Further research is needed.

- The 1941 bead board at the front of the stage is recommended rather than the board which currently exists from the 1960 stage.
- Recommendation that the scoreboard be reproduced in the east corner of the front room.
- The first example on Page 23 of the BBB presentation regarding commemorative room signage is recommended which reads Graded School Classroom.
- The subcommittee questioned what the tack/bulletin board in the front room was used for. Mr. Roberts shared that the area was used as a classroom. After further discussion, the recommendation was to maintain the tack bulletin board and the architects would explore creative options for its use.
- The subcommittee recommends that the \$1 be placed on the wall, perhaps near the tack board with an explanation of its significance and that it be placed near the Frederick Douglass bust. After committee discussion no recommendation or consensus was made and will be discussed later.
- The number and location of the displays cases was agreed to by the subcommittee. The BBB presentation shows display cases located in front rooms by the windows, behind stage along display wall and the existing display cases in the classrooms. There was a reminder that those in the front hall and back wall area are moveable.
- The initial recommendation for the location of the trophies is the classroom shelving areas. Further exploration by the architect is needed to ensure all will fit in this area. Some trophies are rather large and tall.

Roll Call was taken with Glory Howard, Joyce Jackson, Larry Roeder, Larry Simms, and Michelle Thomas absent for the vote:

1. 6 electronic information kiosks with 2 in front room, 2 behind stage wall, 1 in shop building and 1 near the gym: Passed 11-0
2. 2 directory signs, one outside the entrance and the other inside the front door: Passed 11-0
3. Digital screen within timeline(s) 10-0 (Dwight Brooks Abstained)
4. 1941 bead board at the front of the stage: Passed 11-0
5. Scoreboard to be reproduced in front hall room: Passed 11-0
6. Commemorative Room Signage: Passed 11-0
7. Restoration of Tack Bulletin Board: Passed 11-0
8. Location of Display Cases: Passed 11-0
9. Displaying trophies somewhere in building. Location to be determined: Passed 8-1-2 (Carlotta Coates voting no; Valerie Bush and Tammy Carter Abstained)

**Mural Subcommittee:** Larry Roeder, Larry Simms, Joyce Jackson

The committee has not submitted recommendations in writing and there were no representatives from the Committee at the meeting. Straw votes were taken to provide direction to the architects as to the Committees overall thoughts. Roll Call on all mural items will be done in April. The three items inside the gym that the mural subcommittee was considering include:

- Whether to have photo panels in the gym or a painted mural;
- If the Douglass High School Ram Logo should be interspersed around the gym;
- If the Committee would like to continue with the green and gold color pattern

Through straw vote of the 11 Committee members present, all unanimously agreed to photo panels in the gym as shown in BBB presentation with the Douglass High School logo interspersed and the use of the green and gold colors

**Front Plaza Area Subcommittee:** Tammy Carter and Larry Roeder

At the March 14, 2022 Committee meeting, the Committee voted for a monument sign with one column that would have an emblem in the column. The Committee was asked to make recommendation as to what emblem should be shown and what material should be used for the emblem (either stone or bronze). The Subcommittee recommended the LDAA logo which is the rams head with the wheat leaves along each side and that the emblem be made of bronze or some similar material.

Roll Call was taken with Glory Howard, Joyce Jackson, Larry Roeder, Larry Simms and Michelle Thomas absent for the vote:

1. LDAA Logo: Passed 11-0
2. Bronze Material: Passed 10-0-1 (Gladys Burke abstained)

**Timeline Subcommittee:** Gert Evans and Gladys Burke

Gert Evans presented the Timeline Subcommittee recommendations and reviewed the areas available for timelines. A few questions were asked regarding the front 1941 building including: location of the front desk in the main room, which would be located across from the front doors; requests that all photos showing people provide identification; whether the restrooms were being updated and if so for adults or children. It was shared that the restrooms are being updated and would accommodate adults.

The timeline subcommittee recommended timelines to be located on both the right and left walls of the front hall, with a LDAA timeline on the back wall of the stage. They further endorsed the panel system suggested by BBB and requested, if possible, that the timeline have the capacity to be interactive.

Roll call was taken with Glory Howard, Joyce Jackson, Larry Roeder, Larry Simms and Michelle Thomas absent for the vote:

1. Timeline on left wall: Passed 11-0
2. Timeline on right wall: Passed 11-0
3. LDAA Timeline on back wall: Passed 11-0
4. BBB Proposed Panel System: Passed 11-0
5. Interactive Timeline: Passed 11-0

**Time Capsule Subcommittee:** Valerie Bush, Larry Roeder, Jim Roberts

LCPS shared that the items should be completed and ready for insertion in the time capsule by September 1, 2022. As stated at the beginning of the meeting, LCPS will purchase the time capsule, and will purchase the preservation kit which has the needed archival paper and envelopes. The Committee asked if those who have attended on a regular basis but are not officially on the Committee would be allowed to participate and provide a statement for the time capsule, as well as those Staff that have assisted with the project; no decision was made on this

request. There was a question as to whether the information had to be handwritten or if it could be typewritten. LCPS will explore and report back to the Committee. The Subcommittee suggested that a letter be sent to the organizations who appointed the individuals to the Committee to invite them to participate and provide a statement for inclusion in the capsule. LCPS will work with the Subcommittee to draft a letter to those organizations.

**Oral History:**

As Larry Simms was absent, Donna Torraca provided an overview of the oral histories and directed the Committee to an overview of the oral history project to date, included in the meeting packet. The window of opportunity to do in-person interviews is getting smaller but there are 2-3 individuals that the team is still hoping to record. Zoom interviews are now being conducted and the list of upcoming interviews was provided in the packet.

**Closing:** Erica and Charles thanked everyone for their time and reminded them that there is only one meeting in April, on the 18<sup>th</sup>. Committee members should check their email as additional questions and tasks may be forthcoming in preparation for that meeting.