

PRELIMINARY NOTES FOR Board of Directors Meeting

I. INTRODUCTION

On August 2, 2016, Larry Roeder, Tony Archiro and Julie Goforth met to discuss project progress and prospects for the future. Their conclusions were then shared with many of the volunteers and that culminated in the following progress report and set of recommendations.

1. We are meeting our goals, including 501(c)(3) status, also the catalog and the beginning of analysis which will lead to a book on what we have learned. We have also laid out An approach for preserving the documents, a combination of physical storage ideas and digitalization, of which experts from the Loudoun Museum and the Circuit Court agree. They have much experience in these matters, so nice to see agreement. The Black History Committee is also very supportive.
2. To date, we have increased volunteers (though not nearly enough for data entry efforts), have support from LCPS, especially the Records Office in Round Hill, which has custody fog the documents. We also believe we have the support of senior management; but have not yet spoken with the Superintendent. However, the Press Office seems supportive; and they have the ear of the Superintendent. As you know, we also received support from the Virginia House of Delegates and much positive coverage in the media.
3. Last month, Tony Arciero and I ventured to Texas for the annual conference of the Country School Association of America. Those experts were very laudatory of our approach and asked us to attend next year's conference in New Hampshire. The 2018 conference will be nearby Maryland.
4. The head of the NAACP in Loudoun wants us to address the annual State conference in order to brief all of the counties, as they might need our services.
5. Anything we want to do will cost money and require volunteers and perhaps paid staff. My suggestion now is to contemplate where we might take our work; understand the costs and establish an effective fund-raising mechanism. As they say, "no bucks - no Buck Rogers." Direct contributions by private citizens. Grants, etc. We need a fund raising plan, just as much as an operational plan

PRELIMINARY NOTES FOR Board of Directors Meeting

II. Need for an Operational Plan

1. While we have a gant chart and discussions on future plans, we don't have a formal business plan. It's time to put that together, as many of the prospective ideas will require funding and partnerships.
2. Just to remind, the corporation is Diversity Fairs of Virginia and Edwin Washington is its only project; but it could have many more, more Edwin Washington-type projects, or other projects to advance the notion of a diverse society. Edwin Washington is managed by Julie Goforth, Tony Arciero and myself, with volunteer support.
 - a. First draft plan should be by us to flesh out where we think we are on the project and also map out future goals and next steps.
 - b. The report should also include ideas on fund raising, though the Board of Directors is charged with raising funds.
 - c. A written report to the full Board of Directors after it is run by the volunteers for comment. We want everyone to be fully part of any plan.

III Suggestions on Items on which to focus: Not in order: Note: these are draft.

Phase One: To be completed in 2017.

1. When do we plan to complete the catalog and book? Who will publish them? CSAA publishes books. So too, Amazon. What about a university. Who will manage this project?
 - a. Our material could be the basis for many magazine articles.
2. Do we need improvements for the Facebook page and Website (www.edwinwashingtonproject.org)? Recommend that Julie be in charge.
3. When will we complete the digitalization of the petitions and other documents, and which needs to be scanned first? Where will material be posted on the website? Are there documents which should be digitized for preservation purposes but have redacted info in order to protect privacy?
4. When will software be complete?
5. When will we complete the tabulation of the schools, teachers, students and petitioners, then load that data into a software package that be accessed on the

PRELIMINARY NOTES FOR Board of Directors Meeting

internet? We have only just begun the software development; but have most of the names of the teachers and schools. Listing the students will take much longer and require a lot of labor. We will need volunteers to enter data and may have to pay for data entry people. Will we maintain the system on a permanent basis? Recommend that we do maintain the system.

6. How do we plan to employ interviews? Working with the Black History Committee as a partner, the plan is to interview people who were involved in segregated education in order to provide context to the documents and deepen our knowledge.
 - a. Communities like Saint Louis could prove to be a treasure-trove of interviews?

Phase Two:

1. We have purchased some archival boxes; but will we box all of the documents and books, as well as build movable cases to protect them? That's been the plan; but we need to iron out requirements and costs, and perhaps permission from LCPS.
2. It has not been contemplated that Edwin Washington will take permanent custody of the paper files after we complete our work (only the digital imagery)? Who will?
 - a. One idea is that we might manage an archival room at LCPS
 - b. If the old Training Center Building is rebuilt, that would be a great location; but do we want to be part of the effort to physically restore?
 - c. The records could be donated to the Balch Library, though they have space issues.

Phase Three:

1. What we are accomplishing could be a model for examining segregated schools elsewhere in Virginia and the south.
 - a. What does that mean and what be our role?
 - b. Do we need to limit ourselves to the segregation? When we went to Texas, we found a system of country schools that had been set up by German immigrants. Some of their descendants expressed an interest in applying our methodology to them.
 - c. There was one "colored" school in the county, and the person in charge of black history expressed a similar interest.
2. To address item 15, we should write a paper that lays out a detailed template against which we could raise money and show how to replicate our research.

PRELIMINARY NOTES FOR Board of Directors Meeting

- a. One idea we are exploring is to create a template for replicating our work elsewhere.
- b. If a county wants our help, we could send a Project Manager and team to help the local community set up their own Edwin Washington Project, using our software. Eventually, they would entirely run their particular effort; but the various database could be linked, thus enabling scholars to efficiently conduct research on segregation across the state in a new way. The implications for us could be to:
 - c. Project managers could set up county projects and then maintain some kind of followup after a hand-over takes place.
 - d. For HQ staff, pay someone to manage the current website as a portal to the county efforts.
 - e. For HQ staff, pay someone to manage the software so that each county-team has an easy-to-use tool that can be linked to the others, thus enabling cross-state (or across the south) statistical analysis and other research.
 - f. For HQ staff, pay someone to raise money.
 - g. For HQ staff, pay one or more people to run the entire project, so out reach, etc.
3. So far, our catalog is a Word Document, an annotated catalog with a lot of analysis; but in the future we may want to use software to catalog everything. For that, I recommend Past Perfect Museum Software, which is used by the Loudoun Museum and many other museums. Under this approach, Edwin Washington could maintain the system for many counties, should we go that route.. That would be an invaluable tool for research in black history. See <http://www.museumsoftware.com/>.