

**PLANNING AND
COMMUNITY DEVELOPMENT**

Jeff Adams, Director
Ashley Minery, Planner
Darby Terrell, Planner



106 East Morgan Street, Suite 207
Brevard, NC 28712

828.884.3205
planning.transylvaniacounty.org

**Joint Historic Preservation Commission
May 14, 2024 at 4:00 PM
Little River Baptist Church
51 Little River Church Rd. Penrose, NC 28766
SPECIAL MEETING**

AGENDA

CALL TO ORDER

- I. WELCOME**
- II. PUBLIC COMMENT** (15-minute time limit. Speakers are limited to three minutes.)
- III. AGENDA MODIFICATIONS**
- IV. CONSENT AGENDA**
 - A. Minutes (March 12, 2023)
- V. OLD BUSINESS**
 - A. The Inn at Brevard
- VI. NEW BUSINESS**
 - A. Nonprofit Grant Funding
 - B. America: 250th Celebration
 - C. Staff's Report
- VII. PRESENTATION**
 - A. May Preservation Month- Little River History
- VIII. PUBLIC COMMENT** (15-minute time limit. Speakers are limited to three minutes.)
- IX. COMMISSIONER MEMBERS' COMMENTS**

ADJOURNMENT

**Joint Historic Preservation Commission Meeting
March 12, 2024 at 4:00 PM
Cooperative Extension Conference Room, 106 E. Morgan Street**

MINUTES

CALL TO ORDER

- I. WELCOME:** Mr. John Koury called the meeting to order at 4:05PM. Ms. Geralyn Connell, Ms. Katherine Buzby, Ms. Marcy Thompson, Ms. Ellen Harris, and Ms. Niki Ransdell, and Mr. Billy Parrish were present. Ms. Nicole Bentley and Mr. Andrew Wing were absent (excused). A quorum was present. Mr. Jeff Adams and Ms. Ashley Minery (Planning Department staff) were present. No members of the public were present.
- II. PUBLIC COMMENT:** (15-minute time limit. Speakers are limited to three minutes) There were no public comments.
- III. AGENDA MODIFICATIONS:** There were no proposed agenda modifications.
- IV. CONSENT AGENDA:**
- A. Minutes (January 30, 2024)
There was no discussion of the consent agenda. Ms. Buzby moved to approve the consent agenda as amended. Mr. Parrish seconded the motion. All present members voted in favor and the motion carried.
- V. OLD BUSINESS:**
- A. The Inn at Brevard: Mr. Adams gave an update on the draft letter to the Inn at Brevard owners. It has been reviewed by the County attorney and was being reviewed by the City of Brevard's attorney at the time of the meeting. Mr. Adams assured the Commission the letter would be sent with updated dates and deadlines when it is approved by both legal departments.
- B. May Preservation Month: Commission members discussed activities to celebrate Preservation Month. The May JHPC meeting will be held in the Little River community at a historic venue. The event will be advertised and the commission hopes to see a

high attendance. Ms. Rebecca Suddeth of the Transylvania Heritage Museum will also be giving walking tours. Staff will also write a press release on events to be distributed by the Transylvania Times.

VI. NEW BUSINESS:

- A. Staff's Report: Ms. Minery informed the commission that Transylvania County Commissioners had tasked the JHPC with leading the planning efforts to celebrate America's 250th Anniversary. Grant possibilities were briefly discussed, along with other local groups that might be interested in the project. The next regularly scheduled meeting on Tuesday, May 14, 2024, at 4:00PM.

VII. PUBLIC COMMENT: There was no public comment.

VIII. COMMISSION MEMBERS' COMMENTS: Mr. Parrish thanked staff for their work. Ms. Thompson moved to adjourn the meeting. Mr. Parrish seconded the motion. All present members voted in favor and the meeting adjourned at 4:40PM.

ADJOURNMENT

Ashley Minery, Planner

Katherine Buzby, Secretary

**PLANNING AND
COMMUNITY DEVELOPMENT**

Jeff Adams, Director
Ashley Minery, Planner
Darby Terrell, Planner



106 East Morgan Street, Suite 207
Brevard, NC 28712
828-884-3205

planning.transylvaniacounty.org

Agenda Item: V.A.

Memorandum

From: Ashley Minery, Planner
To: Transylvania County Joint Historic Preservation Commission
Date: May 8, 2024

Meeting Date: May 14, 2024

Subject: The Inn at Brevard

Contact Info: Ashley.Minery@transylvaniacounty.org or (828)884-1710

Attachment(s): None

Purpose: Discuss the capital damage/ repair for the Inn at Brevard and possible removal of local designation status and recent contact with property owners and potential buyers.

Background: The JHPC discussed this subject at the past several meetings and continued it until the next meeting. Staff has received advice from both SHPO and County and City legal teams.

Financial Impact: None

Strategic Plan Goal Goal 6: "County government is service driven, transparent and performance based with more active and engaged citizens."

& Strategy: Strategy 6E: "Provide timely, accurate, transparent and informative communication to the public and across the organization with superior customer service delivery."

Recommendations: Staff recommends the Transylvania County Joint Historic Preservation Commission discuss this subject and decide on a course of action.

**PLANNING AND
COMMUNITY DEVELOPMENT**

Jeff Adams, Director
Ashley Minery, Planner
Darby Terrell, Planner



106 East Morgan Street, Suite 207
Brevard, NC 28712
828-884-3205
planning.transylvaniacounty.org

Agenda Item: VI-A

Memorandum

From: Ashley Minery, Planner
To: Transylvania County Joint Historic Preservation Commission
Date: May 8, 2024
Meeting Date: May 14, 2024
Subject: Non- Profit Funding Allocation
Contact Info: Ashley.Minery@transylvaniacounty.org or (828)884-1710

Attachment(s): 1. Non- Profit Agency Funding Applications

Purpose: Discuss and Allocate Transylvania County's Non- Profit Agency Funding for Historical Organizations

Background: As part of Transylvania County's 2023-2024 Fiscal Year's Budget, \$10,000 worth of funding is to be allocated to local Historic Organizations (Transylvania Heritage Museum, Inc, Transylvania County Historical Society, and Veterans History Museum of the Carolinas) by the Joint Historic Preservation Commission.

Financial Impact: None

Recommendations: Staff recommends the Transylvania County Joint Historic Preservation Commission review the applications and allocate the available funding between the three organizations.



TRANSYLVANIA COUNTY

Non-Profit Agency Funding Application

Fiscal Year 2025

101 South Broad Street
 Brevard, NC 28712
 Phone: 884-3100 Fax: 884-3119

SECTION I			
ORGANIZATIONAL INFORMATION			
Organization Name		Chief Executive	
Transylvania Heritage Museum		Susan Breedlove	
Mailing Address		Phone Number	
P.O. Box 2347		828-884-2347	
Contact Person for Appropriation		E-Mail	
Hale Campbell, Treasurer		program.transylvaniaheritage@gmail.com	
Contact Person for Contract Signature		E-Mail	
Susan, Breedlove, President		susan@breedloveproperties.com	
City	State	Zip	Fax Number
Brevard	North Carolina	28712	
Tax-Exempt Status (Check only one)			Received County funding in last three years?
<input checked="" type="checkbox"/> 501(c)(3)	<input type="checkbox"/> 501(c)()<-insert #	<input type="checkbox"/> 4947(a)(1) or 527	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Type of Application			Amount of funding requested
<input checked="" type="checkbox"/> One-time Project	<input checked="" type="checkbox"/> Continuation	<input type="checkbox"/> Expansion	\$9,500

SECTION II	
SERVICE SUMMARY	
1. Mission Statement	
Please provide the organization's Mission Statement and/or general organizational information.	
<p>The mission of the Transylvania Heritage Museum (THM) is to protect and preserve the heritage of Transylvania County. Our interactive exhibits, multi-age educational programs, cultural events, and special collections foster an understanding of local culture to ensure it is appreciated by people of today and preserved for those of tomorrow. Our organizational tagline is <i>Connecting Community, History & Life</i>.</p>	
2. Funding Uses	
How do you plan to use the requested funding? (for client services, personnel, operating expenses, capital, etc.)	
<p>Requested funds will be used for Client Services: 1). Develop and install exhibits and provide supporting programs related to Transylvania County history and cultural heritage. 2) Provide educational programs to Transylvania County students. These students are the future custodians of Transylvania County heritage and by creating positive and memorable experiences with local history and historical sites, we can ensure that heritage is preserved for future generations. 3) Enhance current technology to improve visibility of Museum exhibits and programs, (One time Website update) increase public access to collections, and provide opportunities for on site visitors to engage in exhibits in a more meaningful way. (One time Kiosk Installation.)</p>	

3. Need Statement and Service Goals

What are the identified needs and how will this service address those needs?

The THM's mission is to protect and preserve the cultural heritage of Transylvania County which is a need expressed in the County's Strategic Plan, Goal #3, Strategy C. The County identifies the need to provide residents resources to enhance education for all ages (Goal #2, Strategy A) and to educate both residents and visitors about the county's history and heritage (Goal #5, Strategy C)

Exhibits and supporting educational programs, (Goal #2, Strategy A, Goal #3, Strategy C, Goal #5, Strategy C)

Educational programming for students, (Goal #2, Strategy A, Goal #5, Strategy C)

Website updates with access to virtual tours and collections, (Goal #2, Strategy A, Goal #5, Strategy C)

Interactive Kiosk with access to collections. (Goal #2, Strategy A, Goal #5, Strategy C)

4. Target Population/Citizen Impact

Describe the target population that will be served with the requested funds. How many citizens will be directly impacted by the program funds.

Our target population is the current residents and all those who visit Transylvania County. In 2023, THM had approximately 7,820 people visit our museums (Transylvania Heritage and Silvermont House Museum) and attend programs and special events. Our Teaching Trunks, an educational program established in 2010, were checked out three times during the year. We hosted 18 school tours, serving 725 Transylvania County students. By enhancing the technology of the Museum, we will be able to expand our services to a broader audience, allowing people to enjoy virtual tours and access featured collections via our website.

5. Public Purpose

Explain how your program will expand or provide a complement to services that the County can legally provide or how you will provide these services in a more cost effective manner than government. Please identify what statutory authority the County has to fund this activity (please see Appendix B of the instructions.)

THM preserves and promotes the history and cultural heritage of Transylvania County through the goals outlined in the TC Strategic Plan. (Goal #5, Strategy C, Goal #2, Strategy A, Goal #3, Strategy C).

North Carolina G.S. § 160A-488 states that the county is authorized to establish and support museums so long as the facility is open to the public. The county can contract with any nonprofit organization to establish and support museums, and may appropriate funds to any such nonprofit organization for the purpose of establishing and supporting such museums. Neighboring counties support their heritage/history museums by line item or by committing a percentage of Occupancy taxes. Henderson County provides space and \$100,000 in funding to their Heritage Museum each year.

6. Partnerships

Describe the organization's relationship to County departments, if any. How does the organization coordinate its services with the County services?

THM works with Transylvania County Parks and Recreation to operate the Silvermont Second Floor House Museum. We collaborate with Transylvania County Library Staff, sharing resources and coordinating events and programs. THM provides educational resources to Transylvania County Schools and hosts school visits to THM, Silvermont and the Allison Deaver House. THM provide special tours to county departments when requested and displays history exhibits in county buildings. The THM also cares for a provides the public access to many of the county's artifacts.

7. Strategic Plan

[Cite the goal and strategy your request will support and advance in the Transylvania County Strategic Plan.](#)

Goal #2, Strategy A: Provide resources to support quality educational opportunities. Goal #3, Strategy C: Protect and Preserve Cultural Heritage. Goal #5, Strategy C: Preserve and educate the public about the cultural heritage of the community. Goal #1 addresses quality of life which includes access to Museums. Strategy 3 mentions the importance of creating a Sense of Place. Local Museums that showcase the unique heritage of the county accomplishes this most effectively.

SECTION III

PERFORMANCE MEASUREMENT

Key Activities

What key activities will you provide to your customers in order to accomplish the service goal(s) highlighted in statement number 3 above?

THM will provide a venue to showcase the history and cultural heritage of Transylvania County through exhibits, programs and the collections of artifacts. THM will operate the Second Floor House Museum at Silvermont for the County, providing onsite programming and increasing the public's access to the collections housed there. THM will provide programming for Transylvania County students and host class visits to several historic sites within the county. An updated website will provide access to historic content and featured collections to a wider audience and the interactive kiosk will allow on-site visitors to peruse collections and engage with local history in a meaningful way.

Service Outcomes

Since you will not have actual numbers for FY25 you may either use projected data or actual data as of the submission of this application. Please note your method in the box below.

Actual Data as of this submission

Outcomes	FY 2023		FY 2024		FY 2025
	Target	Actual	Target	Actual	Target
# of visitors	2500	2820	2500	*	3000
Attendance at events/programs	4500	5000	4500	*	5000
Students/Youth Served	500	725	500	*	750
Days Silvermont Museum is Open	48	64	48	*	64

SECTION IV

BUDGET DETAILS

Service Budget

REVENUE	FY 2023	FY 2024	FY 2025
Funds Received/Requested from Transylvania County	\$5,000	\$5,000	\$9,500
Other Grant Income	\$11,400	\$23,000	\$18,500
Membership	\$5,435	\$6,500	\$7,000
General Contributions	\$9,546	\$3,500	\$4,000
Program Revenue	\$8,981	\$11,650	\$12,000
Corporate Sponsors	\$3,500	\$10,000	\$11,000
Total Revenue	\$43,862	\$59,650	\$62,000
Percentage of Revenue Provided from County Funding (Note: Percentage will automatically calculate.)	11%	8%	15%

EXPENSES	FY 2023	FY 2024	FY 2025
Salaries and Related Expenses	\$1,736	0	\$12,000
Operating Expenses	\$5,099	\$19,811	\$15,000
Direct Program Expenses	\$22,893	\$27,480	\$25,000
Capital Expenses			
Repairs/Restoration/Federal Grant		\$250	\$250
Other (specify): Insurance	\$1,459	\$1,459	\$1,459
Reserve Fund		\$10,650	\$8,291
Total Expenses	\$31,188	\$59,650	\$62,000
Will any portion of the County funding be used to match grants?			
	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
I have reviewed and am aware of the accountability requirements, list of partnership services and restrictions related to K-12 programs and capital projects. (Appendices A, B, C and D of the Instructions)			
	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	

Fiscal Officer (Business Manager)

Date

Executive Director (Program Manager)

Date



TRANSYLVANIA
 COUNTY
 NORTH CAROLINA

TRANSYLVANIA COUNTY

Non-Profit Agency Funding Application

Fiscal Year 2025

101 South Broad Street
 Brevard, NC 28712
 Phone: 884-3100 Fax: 884-3119

SECTION I			
ORGANIZATIONAL INFORMATION			
Organization Name		Chief Executive	
Transylvania County Historical Society		Marjorie Lilliard	
Mailing Address		Phone Number	
PO Box 2061 ,Brevard, NC 28712		828-453-4579	
Contact Person for Appropriation		E-Mail	
Marjorie Lilliard		tchsociety@yahoo.com	
Contact Person for Contract Signature		E-Mail	
Marjorie Lilliard		tchsociety@yahoo.com	
City	State	Zip	Fax Number
Brevard	NC	28712	
Tax-Exempt Status (Check only one)			Received County funding in last three years?
<input checked="" type="checkbox"/> 501(c)(3)	<input type="checkbox"/> 501(c)()<-insert #	<input type="checkbox"/> 4947(a)(1) or 527	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Type of Application			Amount of funding requested
<input checked="" type="checkbox"/> One-time Project	<input type="checkbox"/> Continuation	<input type="checkbox"/> Expansion	\$16,000

SECTION II	
SERVICE SUMMARY	
1. Mission Statement	
Please provide the organization's Mission Statement and/or general organizational information.	
Preserving the cultural and architectural history of Transylvania County through research, historic documentation, and interpretation.	
2. Funding Uses	
How do you plan to use the requested funding? (for client services, personnel, operating expenses, capital, etc.)	
The requested funds are specifically for a waysides project. We will install four interpretive panels of the house around the grounds that will give information to the after hours visitors to the Allison-Deaver House.	

3. Need Statement and Service Goals
What are the identified needs and how will this service address those needs?
We have an urgent need to raise money for restoration of the house. The restoration project will require donorship and grant monies to afford the project in its entirety. This year, we are implementing more efforts to communicate this need. Part of this effort requires focus in ways to get more exposure to our need and the house in general.
4. Target Population/Citizen Impact
Describe the target population that will be served with the requested funds. How many citizens will be directly impacted by the program funds.
The Allison-Deaver House is open on Saturdays and by appointment only. Oftentimes, there are people who come to the house when it is not open. We know this because of our newly installed security cameras. It is almost a daily basis when people come. This service will provide an abbreviated house tour on interpretive panels placed around the house and grounds.
5. Public Purpose
Explain how your program will expand or provide a complement to services that the County can legally provide or how you will provide these services in a more cost effective manner than government. Please identify what statutory authority the County has to fund this activity (please see Appendix B of the instructions.)
The Allison-Deaver House has an ongoing effort to raise funds to restore the house, specifically the double porches. This year, through thorough assessments, it is determined that the restoration will need to address the foundation of the house as well, raising the projected costs. We are consistent with Appendix B, Item 5; Historic Preservation. We are also providing services under Appendix B, Item 2; Arts Programs and Museums.
6. Partnerships
Describe the organization's relationship to County departments, if any. How does the organization coordinate its services with the County services?
The Transylvania County Historical Society coordinates with the Local History Room at the Transylvania County Library, the Joint Preservation Foundation, and the Silvermont Mansion.
7. Strategic Plan
<u>Cite the goal and strategy your request will support and advance in the Transylvania County Strategic Plan.</u>
Our project will support Goal 1, Strategy C, Goal 3, Strategy 3, and Goal 5, Strategies C and D.

This year we will create four wayside panels for the Allison Deaver House and Grounds property as communication measures about the history of the house and the value we place on preserving it. We will contract the job to Curatorial InSight who has a proven track record in projects like ours. Curatorial InSight is a private, non-profit service organization that has provided exhibition development, staff training, interpretive and curatorial services to cultural organizations and museums since 1998. With a strong record of design and development process through education and technical assistance. (Bio and Sample

Service Outcomes

Since you will not have actual numbers for FY25 you may either use projected data or actual data as of the submission of this application. Please note your method in the box below.

The 2024 and 2025 numbers are projected.

Outcomes	FY 2023		FY 2024		FY 2025
	Target	Actual	Target	Actual	Target
Annual Fundraising Campaign/ Donations/ Memorials	30,000.00	16,227.00	20,000.00		25,000.00
Allison Deaver House/McGaha Chapel tours	3,000.00	1,643.00	3,000.00		3,000.00

SECTION IV

BUDGET DETAILS

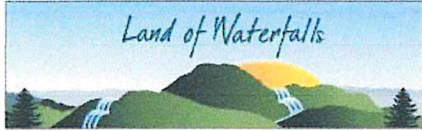
Service Budget

REVENUE	FY 2023	FY 2024	FY 2025
Funds Received/Requested from Transylvania County	\$6,500.00	\$4,000.00	\$16,000.00
Annual Fundraising	\$16,227.00	\$20,000.00	\$25,000.00
Pisgah Collective Rent	\$6,300.00	\$6,500.00	\$6,500.00
Allison-Deaver/McGaha Chapel tours	\$1,643.00	\$2,000.00	\$3,000.00
Interest	\$3.01	\$4.00	\$4.00
Special Events	\$2,872.00	\$3,000.00	\$3,000.00
Total Revenue	\$33,545.01	\$35,504.00	\$53,504.00

Percentage of Revenue Provided from County Funding (Note: Percentage will automatically calculate.)	19.40%	11.30%	29.90%
---	--------	--------	--------

EXPENSES	FY 2023	FY 2024	FY 2025
Salaries and Related Expenses	\$11,500.00	\$15,000.00	\$15,000.00
Operating Expenses	\$12,660.00	\$13,000.00	\$13,000.00
Direct Program Expenses	\$8,000.00	\$4,000.00	\$4,000.00
Capital Expenses	\$6,100.00	\$4,000.00	\$4,000.00
Repairs/Restoration/Federal Grant	\$3,645.00	\$4,000.00	\$4,000.00
Insurance	\$2,847.50	\$2,847.50	\$3,000.00
Dues	\$444.00	\$450.00	\$450.00
Total Expenses	\$45,196.50	\$43,297.50	\$43,450.00

Will any portion of the County funding be used to match grants?	Yes	x
I have reviewed and am aware of the accountability requirements, list of partnership services and restrictions related to K-12 programs and capital projects. (Appendices A, B, C and D of the Instructions)	x	No
Kadie Sanders	15-Mar-24	
Fiscal Officer (Business Manager)	Date	
Marjorie O. Lillard	15-Mar-24	
Executive Director (Program Manager)	Date	



TRANSYLVANIA
 COUNTY
 NORTH CAROLINA

TRANSYLVANIA COUNTY

Non-Profit Agency Funding Application

Fiscal Year 2025

101 South Broad Street
 Brevard, NC 28712
 Phone: 884-3100 Fax: 884-3119

SECTION I			
ORGANIZATIONAL INFORMATION			
Organization Name		Chief Executive	
Veterans History Museum of the Carolinas		David Morrow	
Mailing Address		Phone Number	
21 E. Main St.		828-884-2141	
Contact Person for Appropriation		E-Mail	
Michel J. Robertson		veteranshistorymuseumcarolinas@gmail.com	
Contact Person for Contract Signature		E-Mail	
Michel J. Robertson		mjrobertson@comporium.net	
City	State	Zip	Fax Number
Brevard	NC	28712	N/A
Tax-Exempt Status (Check only one)		Received County funding in last three years?	
<input checked="" type="checkbox"/> 501(c)(3)	<input type="checkbox"/> 501(c)()<-insert #	<input type="checkbox"/> 4947(a)(1) or 527	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Type of Application		Amount of funding requested	
<input checked="" type="checkbox"/> One-time Project	<input type="checkbox"/> Continuation	<input type="checkbox"/> Expansion	6,000

SECTION II
SERVICE SUMMARY
1. Mission Statement
Please provide the organization's Mission Statement and/or general organizational information.
The mission of the Veterans History Museum of the Carolinas (VHMC) is to honor our nation's veterans, to educate the community about our military history and the sacrifices of our service men and women, and to preserve unique and important historic artifacts. The museum reflects a love of country and gratitude to those who serve by remembering and celebrating their service.
2. Funding Uses
How do you plan to use the requested funding? (for client services, personnel, operating expenses, capital, etc.)
VHMC plans to use the requested funding to present a unique educational program which pays tribute to the men and women of the American and UN military forces who fought and died to preserve the Republic of Korea during the Korean War from 1950-1953. The free event, held at Brevard College, will feature guest speakers Patrick O'Donnell (Korean War veteran & Past President of the Korean War Veterans Center Chapter 301) and Tom Comshaw (veteran, historian, and author). We will include performers from the Korea Center of Greenville and offer authentic Korean cuisine to attendees.

3. Need Statement and Service Goals

What are the identified needs and how will this service address those needs?

The Korean War is referred to as the "forgotten war," due to media censorship during the conflict. The event will provide a tribute to the people of South Korea, both civilian and military, who with assistance from the US and UN forces, prevailed against overwhelming odds and went on to build one of the world's most vibrant economies and democratic societies, while separated by a demilitarized zone and miles of barbed wire and guards. Very few Americans studied the Korean War in classrooms and our Korean War veterans have often been overlooked as we thank vets for their service. Besides a history of this conflict, attendees will gain understanding of the Korean culture through cultural performances and cuisine. The event also recognizes our country's Korean population and their contribution to our own rich cultural heritage.

4. Target Population/Citizen Impact

Describe the target population that will be served with the requested funds. How many citizens will be directly impacted by the program funds.

at the event, museum guests, and social media contacts. The auditorium seats 350. We will film portions of the event and include them on our website and Facebook pages. And due to heavy publicity in various media sources, we expect an increase in museum attendance during and after the event and on our website and Facebook pages. Attendees will include specially invited Korean War veterans, students, members from Asheville's Korean churches, other veterans, and NC and SC citizens interested in history.

5. Public Purpose

Explain how your program will expand or provide a complement to services that the County can legally provide or how you will provide these services in a more cost effective manner than government. Please identify what statutory authority the County has to fund this activity (please see Appendix B of the instructions.)

Transylvania County has provided partnership services to VHMC in the past based on statutory authority G.S.1 160A-488, Arts Program and Museums and Historic Preservation. Local teachers from middle school through university level will use this program as an educational tool to enhance students' knowledge of the Korean War. We will include videos of speakers and cultural performances on our website's educational resources page for local and national educators, schools and history buffs. The event is free of charge and offers a historical perspective broader than classroom time permits.

6. Partnerships

Describe the organization's relationship to County departments, if any. How does the organization coordinate its services with the County services?

VHMC has worked with the Transylvania County Public Library, Pisgah Forest Rotary Club, and Transylvania County Development Authority. We have worked with Brevard College's history department and Transylvania County Schools social studies administrators, as well as the Brevard/Transylvania County Chamber of Commerce.

7. Strategic Plan

[Cite the goal and strategy your request will support and advance in the Transylvania County Strategic Plan.](#)

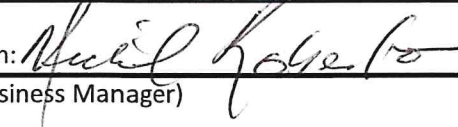
Strategy 1B: VHMC is a gem tucked into the mountains of WNC. It is the only veterans history museum in WNC and greatly enhances and enriches the lives of our county's population. 2A: VHMC offers high caliber educational knowledge far beyond what is taught in classrooms. 3A: We offer visitors a unique experience. 5B: Local veterans describe the museum as a "safe place" to meet and share experiences where they are appreciated & valued. 5C: VHMC honors local veterans, our heritage.

SECTION III					
PERFORMANCE MEASUREMENT					
Key Activities					
What key activities will you provide to your customers in order to accomplish the service goal(s) highlighted in statement number 3 above?					
Our service goals include educating the public about the Korean War and sacrifices of the military and civilian populations; highlighting the economic and cultural success story of postwar South Korea; and introducing the public to Korean history, art, and cuisine. To accomplish these goals, we will offer lectures by a Korean War veteran and a nationally acclaimed author and historian, cultural performances by South Korean dance groups from the cultural center, and an array of Korean cuisine, offered free to attendees. Guests will mingle, converse, and learn from our invited Korean War veterans.					
Service Outcomes					
Since you will not have actual numbers for FY25 you may either use projected data or actual data as of the submission of this application. Please note your method in the box below.					
We are using actual data for our FY 2023; however our figures for 2024 and 2025 are projected . We are closed in January and February, so we only have actual data for 2024 based on March of this month.					
Outcomes	FY 2023		FY 2024		FY 2025
	Target	Actual	Target	Actual	Target
Event attendance		N/A	350		N/A
Social media hits		N/A	1000		500
Increased museum attendance due to publicity & website		N/A	200		100

SECTION IV			
BUDGET DETAILS			
Service Budget			
REVENUE	FY 2023	FY 2024	FY 2025
Funds Received/Requested from Transylvania County	\$1,000.00	\$6,000.00	\$7,000.00
Donations -- Individual and Corporate	\$65,724.00	\$77,000.00	\$80,000.00
Grants other than Transylvania County	\$14,000.00	\$7,000.00	\$17,000.00
Retail Sales	\$6,105.00	\$7,500.00	\$7,500.00
Interest on investment accounts	\$1,338.00	\$3,500.00	\$4,800.00
Fundraising event	\$8,475.00	\$0.00	\$0.00
Total Revenue	\$96,642.00	\$101,000.00	\$116,300.00
Percentage of Revenue Provided from County Funding (Note: Percentage will automatically calculate.)	1.00%	5.90%	6.00%

EXPENSES	FY 2023	FY 2024	FY 2025
Salaries and Related Expenses	\$0.00	\$0.00	\$0.00
Operating Expenses	\$11,774.00	\$13,000.00	\$13,000.00
Direct Program Expenses	\$4,863.00	\$14,214.00	\$10,000.00
Capital Expenses	\$0.00	\$0.00	\$0.00
Repairs/Restoration/Federal Grant	\$12,000.00	\$2,000.00	\$2,000.00
Charitable donations	\$5,661.00	\$5,000.00	\$5,000.00
Grant Expenses	\$9,424.00	\$10,000.00	\$12,000.00
Subcontractors	\$5,605.00	\$6,000.00	\$6,500.00
Total Expenses	\$49,327.00	\$50,214.00	\$48,500.00

Will any portion of the County funding be used to match grants?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
I have reviewed and am aware of the accountability requirements, list of partnership services and restrictions related to K-12 programs and capital projects. (Appendices A, B, C and D of the Instructions)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Michel Robertson:  12-Mar-24
 Fiscal Officer (Business Manager) Date

David Morrow:  12-Mar-24
 Executive Director (Program Manager) Date

Return of Organization Exempt From Income Tax

2023

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

Do not enter social security numbers on this form, as it may be made public.

Go to www.irs.gov/Form990EZ for instructions and the latest information.

Open to Public Inspection

Department of the Treasury Internal Revenue Service

A For the 2023 calendar year, or tax year beginning 01/01/2023 and ending 12/31/2023

B Check if applicable: C Name of organization: D Employer identification number: E Telephone number: F Group Exemption Number

G Accounting Method: H Check if the organization is not required to attach Schedule B (Form 990).

I Website: www.theveteransmuseum.org

J Tax-exempt status (check only one) - 501(c)(3) 501(c) () (insert no.) 4947(a)(1) or 527

K Form of organization: Corporation Trust Association Other:

L Add lines 5b, 6c, and 7b to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, column (B)) are \$500,000 or more, file Form 990 instead of Form 990-EZ. \$ 94,642

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (see the instructions for Part I)

Check if the organization used Schedule O to respond to any question in this Part I

Table with columns for Revenue, Expenses, and Net Assets. Rows include Contributions, program service revenue, membership dues, investment income, gaming and fundraising events, and total revenue/expenses.

Part II Balance Sheets (see the instructions for Part II)

Check if the organization used Schedule O to respond to any question in this Part II

	(A) Beginning of year	(B) End of year
22 Cash, savings, and investments	147,314	22 193,081
23 Land and buildings	0	23 0
24 Other assets (describe in Schedule O)	5,296	24 6,578
25 Total assets	152,610	25 199,659
26 Total liabilities (describe in Schedule O)	0	26 0
27 Net assets or fund balances (line 27 of column (B) must agree with line 21)	152,610	27 199,659

Part III Statement of Program Service Accomplishments (see the instructions for Part III)

Check if the organization used Schedule O to respond to any question in this Part III

What is the organization's primary exempt purpose? See Schedule O, Statement 2

Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title.

Expenses
(Required for section 501(c)(3) and 501(c)(4) organizations; optional for others.)

28 <u>Honor veterans from WWI through the War on Terror through Wall of Honor plaques of past and present veterans. Sponsor Quilts of Valor ceremonies. Weekly coffee and conversation meetings for veterans only.</u> (Continued on Schedule O, Statement 3) (Grants \$ 1,000) If this amount includes foreign grants, check here <input type="checkbox"/>	28a	1,000
29 <u>Educate children and adults about our nation's military history and veterans' contributions. Provided specialized tours for groups of school children and college students. Provide educational interactive videos</u> (Continued on Schedule O, Statement 4) (Grants \$ 11,000) If this amount includes foreign grants, check here <input type="checkbox"/>	29a	2,863
30 <u>Preserve important historic artifacts; honor veterans locally on 4th of July, Veterans Day, Memorial Day, and other special events such as birthdays and special recognition events. Preservation of artifacts in a vignette</u> (Continued on Schedule O, Statement 5) (Grants \$ 1,000) If this amount includes foreign grants, check here <input type="checkbox"/>	30a	1,000
31 Other program services (describe in Schedule O) (Grants \$ 0) If this amount includes foreign grants, check here <input type="checkbox"/>	31a	0
32 Total program service expenses (add lines 28a through 31a)	32	4,863

Part IV List of Officers, Directors, Trustees, and Key Employees (list each one even if not compensated—see the instructions for Part IV)

Check if the organization used Schedule O to respond to any question in this Part IV

(a) Name and title	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC/1099-NEC) (if not paid, enter -0-)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation
David Morrow President	10.00	0	0	0
Philip Davis Secretary	10.00	0	0	0
Michel Robertson Treasurer & CFO	25.00	0	0	0
Janis Allen Director of Communications	25.00	0	0	0
Carl Newman Director of Business Planning and Analysis	25.00	0	0	0
Tom Bugala Director	2.00	0	0	0
John Flynn Director	3.00	0	0	0
Brent McCrimmon Director	2.00	0	0	0
Bobby Kotlowski Director	25.00	0	0	0

Part V Other Information (Note the Schedule A and personal benefit contract statement requirements in the instructions for Part V.) Check if the organization used Schedule O to respond to any question in this Part V

33 Did the organization engage in any significant activity not previously reported to the IRS? If "Yes," provide a detailed description of each activity in Schedule O
34 Were any significant changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the amended documents if they reflect a change to the organization's name. Otherwise, explain the change on Schedule O. See instructions
35a Did the organization have unrelated business gross income of \$1,000 or more during the year from business activities (such as those reported on lines 2, 6a, and 7a, among others)?
35b If "Yes" to line 35a, has the organization filed a Form 990-T for the year? If "No," provide an explanation in Schedule O
35c Was the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization subject to section 6033(e) notice, reporting, and proxy tax requirements during the year? If "Yes," complete Schedule C, Part III
36 Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Schedule N
37a Enter amount of political expenditures, direct or indirect, as described in the instructions
37b Did the organization file Form 1120-POL for this year?
38a Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee; or were any such loans made in a prior year and still outstanding at the end of the tax year covered by this return?
38b If "Yes," complete Schedule L, Part II, and enter the total amount involved
39 Section 501(c)(7) organizations. Enter:
39a Initiation fees and capital contributions included on line 9
39b Gross receipts, included on line 9, for public use of club facilities
40a Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under: section 4911: 0; section 4912: 0; section 4955: 0
40b Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year, or did it engage in an excess benefit transaction in a prior year that has not been reported on any of its prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I
40c Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958
40d Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax on line 40c reimbursed by the organization
40e All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T
41 List the states with which a copy of this return is filed:
42a The organization's books are in care of: Michel Robertson Telephone no. 828-884-2141 Located at: 21 E Main St, Brevard, NC 28712 ZIP + 4 28712
42b At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)? If "Yes," enter the name of the foreign country: See the instructions for exceptions and filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).
42c At any time during the calendar year, did the organization maintain an office outside the United States? If "Yes," enter the name of the foreign country:
43 Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041 - Check here and enter the amount of tax-exempt interest received or accrued during the tax year
44a Did the organization maintain any donor advised funds during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ
44b Did the organization operate one or more hospital facilities during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ
44c Did the organization receive any payments for indoor tanning services during the year?
44d If "Yes" to line 44c, has the organization filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O
45a Did the organization have a controlled entity within the meaning of section 512(b)(13)?
45b Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," Form 990 and Schedule R may need to be completed instead of Form 990-EZ. See instructions

46 Did the organization engage, directly or indirectly, in political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I

	Yes	No
46	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Part VI Section 501(c)(3) Organizations Only

All section 501(c)(3) organizations must answer questions 47–49b and 52, and complete the tables for lines 50 and 51.

Check if the organization used Schedule O to respond to any question in this Part VI

	Yes	No
47 Did the organization engage in lobbying activities or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II	<input type="checkbox"/>	<input checked="" type="checkbox"/>
48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E	<input type="checkbox"/>	<input checked="" type="checkbox"/>
49a Did the organization make any transfers to an exempt non-charitable related organization?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b If "Yes," was the related organization a section 527 organization?	<input type="checkbox"/>	<input type="checkbox"/>
50 Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees, and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."		

(a) Name and title of each employee	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC/1099-NEC)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation
None				

f Total number of other employees paid over \$100,000 _____

51 Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and business address of each independent contractor	(b) Type of service	(c) Compensation
None		

d Total number of other independent contractors each receiving over \$100,000 _____

52 Did the organization complete Schedule A? **Note:** All section 501(c)(3) organizations must attach a completed Schedule A **Yes** **No**

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here	Signature of officer	Date
	Michel Robertson, Treasurer <small>Type or print name and title</small>	

Paid Preparer Use Only	Print/Type preparer's name	Preparer's signature	Date	Check <input type="checkbox"/> if self-employed	PTIN
	Firm's name	Firm's EIN			
	Firm's address	Phone no.			

May the IRS discuss this return with the preparer shown above? See instructions **Yes** **No**



Jeff Adams, Director
Ashley Minery, Planner
Darby Terrell, Planner

planning.transylvaniacounty.org

Agenda Item: V-B.

Memorandum

From: Ashley Minery, Planner
To: Transylvania County Joint Historic Preservation Commission
Date: May 8, 2024
Meeting Date: March 14, 2024
Subject: America: 250th Celebration
Contact Info: Ashley.Minery@transylvaniacounty.org or (828)884-1710
Attachment(s): None
Purpose: Discuss America: 250th Celebration
Background: The Transylvania County Board of Commissioners has tasked the Joint Historic Preservation Committee with planning the 250th Anniversary Celebration of America's founding. A Committee with representatives from interested organizations will likely be formed to navigate the planning process.
Financial Impact: None
Strategic Plan Goal & Strategy: Goal 6: "County government is service driven, transparent and performance based with more active and engaged citizens."
Strategy 6E: "Provide timely, accurate, transparent and informative communication to the public and across the organization with superior customer service delivery."
Recommendations: Staff recommends the Transylvania County Joint Historic Preservation Commission discuss America: 250th Celebration.