

MINUTES  
ADVISORY COMMITTEE ON ARLINGTON NATIONAL CEMETERY (ACANC)  
REMEMBER AND EXPLORE SUBCOMMITTEE MEETING

March 13, 2019

1. **DESIGNATED FEDERAL OFFICER'S REMARKS:** Ms. Renea Yates, Designated Federal Officer (DFO) for the Advisory Committee on Arlington National Cemetery (ACANC), initiated meeting by noting that present in person were Major Shannon Way, ANC Strategic Planner. Ms. Yates stated for the record that the subcommittee meeting is pursuant to the National Defense Authorization Act of 2012, codified in 10 U.S.C. § 4723. The subcommittee operates under authority and provisions of the Federal Advisory Committee Act of 1972, 5 U.S.C. Appendix 2, and 41 Code of Federal Regulation 102-3.50(d). The DFO, nominated by ANC Executive Director and appointed by the Secretary of the Army, is provided by ANC. Additionally, ANC provides administrative support to the subcommittee.

Ms. Yates reminded subcommittee members not to conduct any formal business by deliberating on any substantive matters which are before the Committee as a whole for vote. Additionally, the subcommittee will report to the Committee any recommendations or information relevant as a result of the day's work. She also noted that the meeting was open to the public and reminded the attending public that they were not allowed to present questions from the floor or speak to any issue under discussion by the subcommittee without permission of the Chair. She noted that any member of the public was eligible to file a written statement with the subcommittee in accordance with the published Federal Register notice provided in the binder at the entrance of the meeting room. Ms. Yates also noted that the proceedings were being recorded in written form, and that minutes of the meeting will be prepared.

The meeting was called to order at 0900.

2. **ROLL CALL:** Ms. Yates noted the approval of the annual member appointments as well as the appointment of a new Subcommittee Chairman, Mr. Marl Farley. Ms. Yates noted a quorum for the record with the following members in attendance:

Secretary of the Army Nominees: Mr. Mark Farley (Chair), Ms. Ann Harrell, Ms. Debra Fix, Mr. Robert Hess, Mr. Ronald Fetherson, and Mr. Nick Miller

Secretary of the VA Nominee: Mr. John Kelly

The following members were not present:

Secretary of the Army Nominees: Ms. Rose Duval and Ms. Ryan Manion

Secretary of the VA Nominee: Mr. John Kelly

3. **PRIOR MEETING MINUTES:** The DFO announced that the minutes from the November 7, 2019 Remember and Explore Subcommittee meeting were available for review in the strategic documents binders on the meeting tables.

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4. **CHAIRMAN'S OPENING REMARKS:** Mr. Mark Farley opened by welcoming all members. Following his remarks, he requested the first presentation.

5. **COMMEMORATIVE MONUMENT UPKEEP FUNDING:** Mr. Buller, Office of General Counsel, presented information and lead a discussion regarding private funding for perpetual care and maintenance of commemorative monuments approved to be placed within ANC. He noted ...

Funding of repair and maintenance of commemorative works

Maintaining commemorative works is not a core function of the Army. ANC coordinated with the HQDA OGC fiscal attorney and determined there are a couple ways to properly handle organizational funding for repair to commemorative works placed at ANC.

Trusts – revolving funds authorized by a legislative act to buy a corpus of commodities where the proceeds go into the fund to keep it revolving.

Three Army authorized Treasury accounts – Army Gift Fund, National Science Foundation, and Walter Reed Library, each established through legislative proposal – need legislation to establish and legislation to expend the funds

First determine the alternatives, second is there a predictable source of funds and third, the fund must be economically viable.

Remember committee feels this would be a protective measure for ANC to require sufficient funds to support long term repair and maintenance. Members noted that this comes with an administrative burden as well as a logistics tail for the life of the monument. Subcommittee members expressed that the burden should be on the sponsor organization and the funds merely gifted to the ANC gift fund for use as deemed appropriate by the cemetery.

Discussion centered on the difficulty in attempting to establish the adequate amount needed for the fund to be viable for the intended use. Members discussed the essence of the intent of the law and the responsibility of the sponsor agency to ensure that adequate funds exist along with the size and scope of monument to be placed so that maximum flexibility remains with the cemetery.

Members asked ANC to deliberate on the proper formula for perpetual care – Cost of Monument current day + inflation % and % to replace / repair / maintain = total cost of the proffer.

Ensure it is treated as a gift, monument plus funds to sustain/replace.

Go back to VHPA and ensure Thresher submit proffers that include 3 elements:

- Unconditional gift
- Funds to maintain
- Funds go into non-restrictive fund which augments appropriated funds to sustain monuments

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**6. ANC EDUCATIONAL OUTREACH:** Dr. Carney, ANC Historian presented the subcommittee with education and Outreach initiatives Working on a Commemorative Publication Team oversight for interpretive experience, history office QA's the script, too many variations with delivery; core duties of ensuring proper training to enhance the overall visitor experience.  
Members asked if ANC does a sufficient job with ensuring visitors are aware of the ANC Explorer application  
Feedback mechanism discussed – later this spring riders will be able to rate their experience which will be our first opportunity to get immediate feedback.  
Discussion included Notable Graves and efforts underway for consistent write-ups and standard formats.  
ANC initiative to develop an Educational Program was presented which will be 5 years, 27 educational modules which will include capability to target three key groups, Informal Learners, Middle/High School, and Lifelong Learners.  
Long Term goal of an interpretive program that is a communicative process that forges emotional / intellectual connects between the audience and resource (ANC). Method will possibly be a docent program

**7. BIOFILM MITIGATION UPDATE:** Ms. Stevens, ANC Engineering presented the subcommittee with Biofilm discussion Goal is to complete the cleaning of the TUS/Amphitheater for the 2021 Commemoration. Key aspects include:

- Minimal erosion
- Discern contrast (not completely white)
- Not impact marble integrity
- Safety mitigation
- Access

Current stone study in progress – 10% zinc oxide application (not harmful) being applied by spraying and painting  
Team of experts –  
NPS (Historic American Builder's Survey was a base for contract work) Conservator (perfecting the large scale cleaning paid for by an interagency agreement.  
USACE – contract architects  
TJHSST – biology study (benefit of science worldwide) DNA analysis of the biofilm  
Olmsted Center for Historic Landscape Preservation (NPS organization)  
Soon we will establish an educational and preservation partnership with Notre Dame University

Due Outs: Visit sites in the cemetery, cost estimate formula to commemorative works

**8. MEETING ADJOURNED.** The Chair then called for any other business. Hearing

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none, he called for a motion to adjourn. The motion was made and seconded. All members voted in favor.

Meeting Adjourned at 1200.



MARK FARLEY  
Chairman