

Museum of Durham History FY 2025-2026 Scope of Work (SOW)

In 2025 and 2026, the Museum of Durham History will continue to enhance the accessibility of local history to the public by increasing our outreach, a major goal in our strategic plan.

In April 2025, The Museum of Durham History, in partnership with the Friends of Geer Cemetery, proudly opened its newest exhibit: *Unearthing Stories of Geer Cemetery: Using Archaeology to Reclaim, Restore, and Respect Sacred Space*. The exhibit explores the role of archaeology in preserving and sharing the hidden history of Geer Cemetery, one of Durham's earliest African American cemeteries. During a time when public cemeteries like Maplewood barred the burial of Black residents, families were forced to create and maintain their own sacred spaces. This exhibit follows the journey of three key artifacts unearthed at Geer Cemetery—from discovery to preservation—and the personal and community stories they reveal. *Unearthing Stories of Geer Cemetery* will run through Fall 2025, with monthly exhibit-related programs to be announced throughout its duration.

Since 2012, the Museum of Durham History has partnered with local organizations to establish small groves of native trees and plants in honor of the individuals, families, and groups who have shaped our unique community. These 18 beautiful "History Groves" offer serene spaces with seating for reflection, each marked with plaques that tell the stories of those honored. They are living tributes to our shared heritage. Recent additions to the community's History Groves include partnerships for new groves for Tom Krakauer at the Museum of Life and Science and for Rabbi Steven Sager at Beth El Synagogue. These groves, like all the others, provide a meaningful way to recognize those who have contributed significantly to Durham's history, as determined by their friends, families, and neighbors.

Beyond establishing more History Groves in our communities, our stakeholders seek to maintain existing History Groves in the new fiscal year. As some of these installations have existed for a number of years, their condition gradually declines. Therefore, we are working to partner with local lawn care businesses in an effort to revitalize these spaces. The work needed includes necessary landscaping and the replacement of weather-beaten plaques.

A potential project would be a partnership with the Estate of Ernie Barnes to establish public "History Groves" in five historic Durham locations. This community engagement initiative will share the story of Durham native and renowned artist Ernie Barnes through different forms of art installed at the History Groves, each a reflection of our diversity and rich heritage. The location of each History Grove will signify a distinct milestone or achievement in Barnes' life or a neighborhood within the city and county where his contributions made an impact.

In June 2023, at the instruction of the City Council and County Commission leadership, Museum of Durham History (MoDH) Executive Director Patrick Mucklow convened a working group comprised of City & County staff, elected officials, and MoDH representatives to discuss future museum facility planning.

This working group (members: Commissioner Wendy Jacobs & Shannon Trapp {County staff} and Council Member Javiera Caballero & Karmisha Wallace {City staff}) has periodically met to discuss goals and objectives. Due diligence to determine feasibility of potential future MoDH sites was recommended and agreed upon as a starting point. With an updated Program Study completed, four locations are proposed, two City owned properties and two County owned properties: 500 W. Main St., 505 W. Chapel Hill St., 201 N. Roxboro St., and 220 E. Main St. Test Fit site assessments are the next phase.

500 W. Main St. remains the one location that has been identified by the Museum future planning working group to assess for consideration as a permanent home for the Museum. Museum leadership and the working group requested due diligence in the form of a study by architects to assess and determine fitness of the two proposed sites.

The Museum continues to promote and improve upon the *Faces of Durham* exhibit. Originally created in 2019 for the sesquicentennial anniversary of the city of Durham, this fan-favorite display has been reformatted several times for different programming initiatives. Its primary form of outdoor, canvas display banners was recently updated in the Spring of 2024, and remains the first thing people see when visiting the Museum. The *Faces of Durham* traveling exhibit also stays in rotation amongst media centers throughout the Durham Public Schools system. We push on in our partnership with Duke Code+ to create the *Faces of Durham* online education portal. This effort aims to provide DPS students with access to the exhibit's content in a virtual space, of which they can utilize in curriculum and school projects.

Description of Expenditure	FY25 Allocation
Annual Operating Support	\$88,730
Development Manager	\$38,000
Total	\$126,730

Annual Operating Support - \$88,730

- Ensure the Museum is open and staffed during posted hours of operations.
- Oversee the upkeep and maintenance of the building and exhibits.
- Purchase and maintain proper inventory of all required supplies for the Museum's daily operation.
- Oversee routine office management functions including handling administrative details and making decisions in the absence of established guidelines or specific direction.
- Volunteer Management
 - Recruit, interview, and train all volunteer applicants
 - Attend volunteer recruiting events in the community
 - Schedule and coordinate volunteers for shifts and special events
 - Send a weekly email to core and weekend volunteers with updates and reminders
- Visitor Services
 - Create and maintain a friendly environment for visitors to the Museum.
 - Capture, record, and report accurate visitation counts and other metrics necessary for assessing the success of the Museum in achieving its mission.
 - Schedule and facilitate group visits to the Museum, including groups of college students, seniors, and schoolchildren.
- Event Management
 - Oversee facility use including facility rentals and special events (in collaboration with Events Committee).
 - Implement small events including Third Friday celebrations, member sneak peeks, and fundraising receptions (in collaboration with Exec. Director and Development Coord.)
 - Purchases necessary supplies for food, beverage, décor, etc.

Development Manager Salary - \$38,000

- Coordinates development, fundraising, communication and marketing initiatives.
- This position will work closely with Museum Board and staff members to create, manage, and execute an organizational development plan and maximize revenue from all funding sources.
- Grant writing and contract management, corporate and in-kind sponsorships, donor stewardship and cultivation, calendar and fiscal year-end appeals, annual report, marketing and communications, and assisting with exhibit content, community programming, and special events as needed.