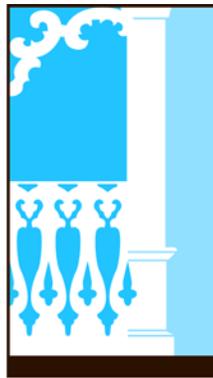


2016 Annual Report



Lee-Fendall House

MUSEUM AND GARDEN

VIRGINIA TRUST FOR HISTORIC PRESERVATION

614 Oronoco Street

Alexandria, Virginia 22314

Table of Contents

I.	Executive Summary.....	3
II.	Mission.....	3
III.	2015 Events.....	3
IV.	Personnel.....	5
V.	Interns and Volunteers.....	6
VI.	Restoration.....	7
VII.	Financial Report.....	9
VIII.	Fund Raising.....	10
IX.	Board Membership.....	10
X.	Outlook for 2016.....	11

A. Executive Summary

The Lee-Fendall House Museum & Garden is a historic home and garden in Old Town Alexandria, Virginia. Built in 1785 by Phillip R. Fendall of Maryland on land purchased from his cousin, General Henry “Light Horse Harry” Lee, the House was home to 37 members of the Lee family until 1903. The Downham family purchased the house in 1903, living in it until 1931. Labor activist John L. Lewis purchased the house in 1937, living here till his death in 1969. In 1972, the Virginia Trust for Historic Preservation acquired the house and established it as the Lee-Fendall House Museum & Garden. In 2016 the Trust continues to oversee its operations.

The following report is a review and description of the Museum’s activities and operations conducted in fulfillment of its mission during 2016. The Annual Report published by the Trust/Museum is available in hard copy and electronically on the Museum website, www.leefendallhouse.org. The report concludes with an assessment of 2016, and plans for the Museum during the next year. The Museum continues to enjoy the goodwill of its neighbors, the respect of the professional community, and the guidance of a professional staff and talented Board of Directors. Its challenges continue to be met with strategic planning and collaborative teamwork.

B. Mission

The mission of the Virginia Trust for Historic Preservation is to promote historic preservation and education by preserving, rehabilitating, maintaining, and interpreting the Lee-Fendall House Museum, gardens, and collection, thus serving as a community resource for the city of Alexandria.

To these ends the Virginia Trust for Historic Preservation:

- Maintains the Lee-Fendall House according to the best preservation standards to assure its enjoyment for future generations
- Develops, conserves, maintains and uses a collection of tangible objects
- Interprets to a wide public, through exhibits and educational programs, the role of the inhabitants of the Lee-Fendall House from 1785 to 1969 in the development of the City of Alexandria, the region, and the nation.

▪

C. 2016 Events

▪ House Tours

The Museum offered 40-minute public tours according to a regular hourly Wednesday through Sunday. Total visitor-ship figures were 3435 people at our tours, special events, and rentals. A private bus tour group toured the house on July 16.

▪ Lee Birthday Celebration

The planned walking tour of Lee homes in Alexandria was cancelled due to inclement weather.

▪ African-American History Tour

The museum offered a new African-American history tour emphasizing the enslaved experience at the Lee-Fendall House on February 20. The program was very successful, with 15 attendees.

- **Valentine's Day Program**

The scheduled Valentine's Day Sweetheart Tea was cancelled; the minimum number of advance sales needed was not met.

- **Easter Egg Hunt**

The 2016 Annual Easter Egg Hunt continued with a three-day schedule on March 25-27 with a total of six sessions over the weekend. Attendance continued to be full for all sessions. All sessions sold out in advance.

- **Victorian Teas and Etiquette Programs**

The Museum offers two types of tea programs: one for Girl Scouts, designed to meet badge requirements for relationship-building, behavior, and personal responsibility; and another designed for the general public to be conducted on a reservation basis. There was one Girl Scout program in February, and one private tea in November. The Museum has partnered with Calling Card Events to cater its tea programs.

- **Downton Abbey Programming**

The Museum offered a special Downton Abbey tour in January and February to emphasize the museum's connection with the popular television series. These tours proved to be extremely popular. The museum also rebranded its Victorian Teas as "Downton Abbey" Teas, with the tour included. A Downton Abbey Christmas Tea was offered in December.

- **Attics & Alleyways**

Each Saturday in May, Lee-Fendall House celebrated National Preservation Month with 3-hour walking tours of the four major historic sites in town and the neighborhoods that connect them. This program is conducted in partnership with the other historic house museums in Old Town. The series was successful and will be repeated in 2017.

- **Historic Garden Week in Virginia**

On April 23, Lee-Fendall House again participated in the Historic Garden Week in Virginia's annual open house tour. Visitor attendance for this program was 59 people.

- **Walking Tours**

The museum continued its walking tours of Lee family homes associated with Robert E. Lee and on the Civil War in Alexandria. The tours were offered periodically throughout the year and were very successful. The museum plans to offer these tours on a monthly basis in the future.

- **Raise A Glass, Raise the Chimney**

The Board of Directors organized a Prohibition themed fundraising event for the kitchen chimney restoration on May 21. The event combined a specialty tour of the house with cocktails, food, music, and a silent auction. This event generated \$3144.59 for chimney repair.

- **Ghosts & Grief Tour**

The museum offered a new Halloween themed Ghosts & Grief Tour on the evening of October 29. This program paired information on Victorian mourning

practices with known ghost stories about the Lee-Fendall House. Thirty people attended the program.

- **Halloween Pumpkin Hunt**

The museum held its Pumpkin Hunt on October 29. Three sessions were offered. This program will be repeated for 2017.

- **Historic Alexandria Candlelight Tours**

The Museum participated again in the Office of Historic Alexandria's Historic Candlelight Tours.

- **Special Exhibitions**

- A. The exhibit "Their Fates Intertwined: The Lees of Alexandria in the War of 1812" continued in 2016.

D. Social Media and Communications

A. Social Media

The museum continued its social media efforts, primarily led by the Museum Assistant. We participate in eight social media outlets, with a total readership/ follow ship of over 2500 individuals.

B. Website

Dreamhost, which provides its shared-server space to nonprofits at no charge, continues to host the website and the staff emails. We are successfully using the website to post information on upcoming events, our events schedule, and as a portal for the public to purchase memberships, tickets to special events, and to make donations.

E. Private Events

- Wedding rentals continued to represent a strong stream of income for the Museum in 2016. There were 3 wedding ceremonies, 3 wedding receptions, 2 bridal showers, 1 birthday party, 1 film shoot, 1 meeting, and 2 teas. The museum received 199 rental inquiries from potential clients this year.
- John Christiansen reworked the museum's rental policies and pricing again for 2016 in response to previous rental inquiries. The museum now offers a number of more affordable options for renting the museum during our hours of operation. Clients may rent the garden, dining room, porch, or 2nd floor exhibit room without renting the whole museum at our full rental rate. The rental section of the museum website was redone to highlight other types of rental possibilities other than weddings, and to make our rental policies, prices, and available dates more visible.
- Blue & Gray Productions of Toronto used the Lee-Fendall House as a location for a documentary film project on May 11-12.

F. Personnel

A. Executive Director

John Christiansen continues in his capacity of Executive Director. Allison Kelly continued as Museum Assistant.

B. New Hires

Katherine Monroe was hired in June as Collections Assistant to work on the inventory and assessment of the museum's collections and storage.

C. Institutional Memberships

The Museum reinstated or renewed several of its institutional memberships, which are crucial to keeping the Museum connected to its professional relationships. As of the end of 2015, Lee-Fendall House Museum & Garden is a member of the Alexandria Association, the Alexandria Convention & Visitors' Association, the American Association for State & Local History, the Historic House Museum Consortium of DC, the American Alliance of Museums, and the Virginia Association of Museums.

Although not formal institutional memberships, the Museum also participated in local and regional planning groups to unite efforts between similar sites and to bring attention to larger initiatives. These initiatives included Visit Alexandria's "Mercy Street" Programming Planning Committee and the Historic Alexandria Resources Commission.

G. Interns and Volunteers

A. Volunteers

Allison Kelly and John Christiansen continued aggressively recruiting new volunteers by posting volunteer positions on several online volunteer matching services. Volunteers were sought to fill positions as docents, researchers, grounds workers, rental promoters and membership coordinators. This generated a large number of responses for garden and grounds volunteers, and the museum was able to continue to operate without contracting with commercial vendors for snow removal and garden maintenance. Research volunteers continue to discover valuable information about the objects in the museum's collection.

The training manual continues to be evaluated and improved for consistency and current information regarding historical background, visitor services and emergency procedures. This manual will continue to be updated as we reexamine changes to the interpretive plan and functions of the museum in the future.

The Junior League of Washington provided three volunteers for the year's special events. The annual agreement between JMW and the Museum, which provides us with many volunteers for events throughout the year, was renewed for 2016.

H. Collections

Mrs. Barbara Walcott (aka estate of Adele Caton) of New Jersey donated an imported English silver shoe buckle dated 1782-83 reputedly owned by William Fitzhugh. Fitzhugh owned the R.E. Lee Boyhood Home when Light Horse's family moved in and had a close relationship with them. The buckle later passed to an enslaved servant of the Fitzhugh household, so it is an interesting "documented" object related to domestic slavery as well. Also donated was a pair of mid-19th century eyeglasses; eyeglasses of this period were not previously represented in our collection.

I. Restoration and Maintenance

The museum's Facilities Committee developed a prioritized list of facilities projects to guide future restoration efforts and funding.

A. Front Porch Repair

Halse Construction completed porch repairs in early January, except for painting. Painting was completed in March. Wet weather and the holiday season delayed the project. As part of the repair, the front porch floor, columns, iron railing, and wood railing were replaced; the kitchen porch steps and floor were replaced; the bronze historical plaque on Oronoco Street was reinstalled; and the window shutter slats on Oronoco Street were repaired. Total repair cost was \$15,337.84; of which \$13,120 was covered by the grant from Historic Alexandria Foundation and a donation by Ed Horn.

B. Garden

Plans for providing additional bricked surfaces in the garden have not yet been implemented pending acquisition of additional project funding.

Ellen Stanton volunteered a significant amount of time and materials in planting and maintaining the garden during the spring.

C. Garden Porch Repair

Ed Horn conducted repairs to the garden porch before our first wedding rental in May. The flooring was splitting and splintering. The steps and railings need to be redone as well.

D. Garden Fence Repainting

The garden fence was scraped and painted on July 23 by Boy Scout Troop #135 as part of an Eagle Scout project for Jack Heilman.

E. Plumbing

Ed Horn contributed time and materials to replace the faucet and handles in the 1st floor bathroom sink in January.

F. Kitchen Chimney Repair

The kitchen chimney had been in need of repair and stabilization for several years. Contractor T.D. Fraley was brought on to perform the work. Repair and repainting was completed at the end of August. Emergency repair was performed on the foundation brickwork, which should be a future fundraising priority. The total project cost was \$9899.41.

J. Financial Report

In 2016, the Museum continued to develop new programs, special events, fundraising campaigns, and membership drives to meet operational expenses and strengthen its financial position. The Easter Egg Hunt continued to be an outstanding success, bringing in \$5897.24, and the Halloween Pumpkin Hunt and new walking tours are also successful revenue streams. The Museum benefited from generous donations from several private individuals and businesses, as well as continuing grants from the Society of Lees of Virginia.

The Board's "Raise A Glass, Raise the Chimney" fundraiser in May was a great success in generating funds for the kitchen chimney restoration. Total income was \$5744.00, with \$1599.41 of expenses and \$1000 budgeted for general operations. \$3144.59 was transferred into restricted account for chimney repair. The Board was able to get a number of items donated, including a rent from Rent-All Center, food from Main Event catering, and auction items from many local businesses. This type of event will be repeated for 2017.

The Museum participated in several online giving events, including Spring2ACTion and Giving Tuesday, which together raised nearly \$4000.00 in donations and matching funds. Other major donations included a \$10,000 donation from the estate of Dorothy Hawkins.

Grants included a \$1000.00 Opportunity Grant from the Junior League of Washington, DC which was used to purchase new PastPerfect collections software. The Society of Lees of Virginia contributed a \$10,000.00 unrestricted grant. The Historic Alexandria Foundation awarded a \$5000.00 grant towards the kitchen chimney repair.

2016 repeated the financial success begun the previous year. The Executive Director continued an outstanding job of minimizing expenses and came in \$2,500 under budget. Revenue from grants and events increased. The Lee-Fendall House Museum and garden had a surplus of over \$6,000 for the year; \$4500 of that surplus will be rolled over into the 2016 budget.

The Bill Fendall Trust

In 2016, the Virginia Trust for Historic Preservation established the Bill Fendall Trust as an endowment for ongoing support of the Lee-Fendall House Museum and Garden. William Gray (Bill) Fendall passed away on October 10, 2014, designating the Lee-Fendall as the sole beneficiary of his estate.

The Bill Fendall Trust provides a means to plan for capital expenditures through growth over time and build reserves to meet those future needs as they arise. With long-term sustainability assured, the Lee-Fendall is in a position to mount a credible capital campaign to address deferred maintenance and make facility improvements.

Bill Fendall was a descendant of John Fendall, the older brother of Philip Richard Fendall who had the Lee-Fendall House built. Philip Fendall served with the American delegation to France during the Revolutionary War and was an early Alexandria civic leader. Bill Fendall grew up in Oregon. After his graduation from the University of Oregon, Bill joined the United States Air Force, served in the Pacific during World War II, and received a Purple Heart for his actions in the Korean War. Upon retirement from military service, Bill and his wife, Frances Elizabeth (Bette), returned to Oregon. Bill and Bette are buried in Arlington Cemetery. Bill was a long-time member of the Society of the Lees of Virginia and was a regular donor to the Lee-Fendall House. After the death of John L. Lewis, Bill and Bette considered purchasing the structure. That did not occur, but Bill continued to think affectionately of the Lee-Fendall House, as evidenced by his bequest.

To meet long-term needs, the principal of the Bill Fendall Trust has been conservatively invested with a professional investment group.

K. Fund Raising

A. Individual Donors

Ms. Marian L. Adams		
Mr. & Mrs. James G. Aldige III	Ms. Anne Fortney	Ms. Renee O'Brien
Mrs. Leslie Arail	Ms. Sharon Gajewski	Ms. Katherine Omar
Mr. & Mrs. William Bassett	Ms. Mary Custis Glover	Mrs. Faye M. Padgett
Mrs. Mary Ann Bier	Ms. Constance Graham	Judge & Mrs. Michael T. Paul
Mr. L. Fitzhugh Brown	Mrs. Virginia Gray	Mrs. Julie Perez
Ms. Angela Calanni	Mrs. Lis Fournier.	Ms. Laura Phelps
Mrs. Joyce Caldwell	Mr. David Halle, Jr	Mr. & Mrs. John Prevar
Mr. John Christiansen	Ms. Stacey Hawkins	Mr. & Mrs. Paul Reagan
Mr. Leonard Christiansen	Mr. & Mrs. James Hayes	Capt. & Mrs. Carter Refo
Mr. Leonardo Contardo	Ms. Tricia Holley	Ms. Patricia Refo
Capt. John S. Craighill	Mr. & Mrs. Ed Horn	Ms. Lillian M. Remers
Dr. & Mrs. H. Talmage Day	Ms. Jean S. Hurley	Ms. Virginia V. Rocen
		Ms. Leslie Rosenbaum
		Dr. Patricia Sanders
		Mr. & Mrs. Gerhardt H. Schrage
Ms. Jane Debutts	Mr. & Mrs. John Hyland	Mr. & Mrs. Larry Skog
Mr. Robert Dugger & Ms. Joan Huffer	Mr. & Mrs. Dan Jackson	Mr. Jeremy Skog
Mr. & Mrs. Kent Duffy	Mrs. Kathleen Jeffers	
		Ms. Britt-Marie Stejeskal
Mr. & Mrs. H. Stewart Dunn, Jr	Ms. Valerie Keane	Mr. & Mrs. William F. Smith
Mr. William Elwood	Mr. James Kent	Mr. & Mrs. Jack Smith
Hon. Frank Fannon IV	Ms. Kathleen M. Kelly	Mr. Lyn Snodgrass
	Mr. & Mrs. James A. Kennedy	Ellen & Donald Stanton
Mrs. Lacy-Fehrenbach	Mr. & Mrs. Mark J. Kington	Mr. & Mrs. Douglas P. Stuart
Marosfalvy		
	Mr. Christopher G. Lee	Mr. John Urban
	Ms. Nancy Lieberman	Mr. Michael Wallover
	Ms. Laura Lieberman	Ms. Kathleen Waugh
	Ms. Susan Lonchar	Ms. Marianne Weitz
	Mr. & Mrs. Lonnie Marchant	Ms. Deanna Wilson
	Mr. & Mrs. Peter Mattheis	Dr. Robert K. Wineland
	Mr. J.L. Mallamo	Mr. & Mrs. Thomas A. Wolf
	Ms. Suzanne McDougal	Ms. Melissa Wong
	Dr. Dianne Murphy	Mrs. Peggy Youngblood
	Mrs. Kara Newbury	Dr. & Mrs. Robert Zapalac

B. Business Donors

C. Grants

The Historic Alexandria Foundation
The Junior League of Washington, D.C.
The Society of the Lees of Virginia

L. Board Membership

A. At the February 2015 meeting of the Virginia Trust for Historic Preservation Board of Directors, the following officers were elected or reconfirmed:

President:	Dr. Patricia Sanders
Vice President:	Ed Horn
Treasurer:	Carter Refo
Secretary:	Ellen Stanton/ Kelly Jeffers

Other Board members who served were H. Talmage Day, Timothy Graham, Dianne Murphy, Laura Lieberman, and Megan Ritter. Margaret Reagan served as ex-officio member, representing the Society of the Lees of Virginia.

B. David Heiden resigned his seat on the Board in January. Ellen Stanton submitted her resignation in April prior to moving to Colorado later in the year. The position of secretary was filled by Kelly Jeffers.

C. Megan Ritter was elected to the Board in May. We are short of the fifteen voting members authorized in the By-Laws and are actively seeking new Board candidates.

M. Outlook for 2016

A. The outlook for 2016 is good. A strong schedule of events and programs is scheduled for the coming year, and the Museum is continuing to strengthen its partnerships with other cultural institutions in the area.

B. Attracting private rentals is a continuing concern, as a significant amount of the museum's projected budget relies on expected rental income. Although total rentals remain about the same, wedding receptions continue to trend downward.

C. Docent staffing during the museum's hours of operation has reemerged as a concern. Success in the recruitment of garden and maintenance volunteers has allowed the museum to continue to eliminate these contracted services from its budget.

D. Renovation projects for 2016 include repairing the exterior shutters, the garden porch, and the building's foundation. The museum plans to develop a capital campaign project to fund these repairs in 2016 in addition to seeking grant funding and donations. The board will hold a second fundraising event to support one of these

maintenance projects.

- E.** The museum will continue to expand and improve its public programming for 2016 to alleviate potential loss of income from private rentals. If we keep up our income from grants and donations Lee-Fendall House Museum & Garden looks forward to another great year.