

---

**From:** Mann, Melissa[/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=AB0197D1514F4C099869869FD8908A8F-MMANN]  
**Sent:** Mon 11/7/2022 9:59:53 AM (UTC-05:00)  
**To:** Hall, James [REDACTED] Fox, Charles [REDACTED]  
**Subject:** FW: [External] Re: Niagara Volunteer Council  
**Attachment:** image001.jpg

Hi Jim,

Just a heads up that I've made the below request to Mike Martin, and he plans to speak with Billy about it this week. I'd ask that you keep it under your hat until Mike has had a chance to do so, but I want you all to be prepared. I imagine there will be fall out per usual.

Thanks,

Melissa

**Melissa L. Mann** | Director | she/her/hers  
Bureau of Historic Sites & Museums | Pennsylvania Historical & Museum Commission  
400 North Street E-107 | Harrisburg, PA 17120  
[REDACTED]

[www.phmc.state.pa.us](http://www.phmc.state.pa.us)



Pennsylvania Historical & Museum Commission

---

**From:** Mike Martin <[REDACTED]>  
**Sent:** Friday, November 4, 2022 7:49 PM  
**To:** Mann, Melissa <[REDACTED]>  
**Cc:** Scott Nick <[REDACTED]>  
**Subject:** [External] Re: Niagara Volunteer Council

**ATTENTION:** *This email message is from an external sender. Do not open links or attachments from unknown senders. To report suspicious email, use the [Report Phishing button in Outlook](#).*

Melissa,  
We will discuss this with Billy next week.  
Never a dull moment being a board member I guess. Lol  
Thank you for providing us the extensive background information as it relates to this issue.

Mike

On Fri, Nov 4, 2022, 5:45 PM Mann, Melissa <[REDACTED]> wrote:

Hi Mike,

As always, it was good to talk to you and Scott this morning. As requested, I've attached a copy of the Niagara Volunteer Council charter. As you will see, the charter links the Niagara Volunteer Council and FNL. PHMC would like FNL to exercise the clause at the bottom of page 2 and have the Executive Director disband the Council. This charter mistakenly presumes the following:

- that there is/was a void to be filled with regard to managing the volunteer program at the Erie Maritime Museum and by extension the Flagship Niagara
  - This is patently untrue as my understanding is that the NVC was chartered after Chuck Johnson was hired and assigned the duty of volunteer coordination, including but not limited to program administration, recruitment, training, evaluation and volunteer engagement and appreciation.
  
- that there is a separation between ship and museum volunteers
- that the NVC has the authority to set the agenda and make decisions for the museum's volunteer program
  - PHMC always welcomes input from volunteers and wants them to be fully engaged, but oversight of the volunteer program falls to PHMC staff
  
- that FNL oversees all or part of the volunteer program
  - The Associate Agreement between PHMC & FNL at the time this charter was signed made it clear that the volunteer program at EMM and by extension the Flagship Niagara is a PHMC program and that PHMC staff oversee and manage it. Volunteers and their management were not part of the PHMC/FNL Management Agreement. Further, all volunteers fall under the Commonwealth's worker's comp. As we've discussed, PHMC oversight does not equate to no FNL involvement in the volunteer program. PHMC staff can delegate volunteer program responsibilities to FNL staffers. The end goal should be for our staffs to work together on this.

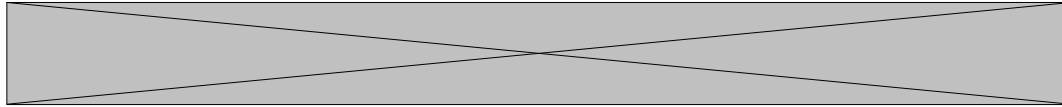
Based on the attached email, it seems that at one point Billy and Tyler were on the same page regarding dissolving the NVC. I imagine other past happenings derailed this as it was not completed. Current continued support for the NVC is hindering the volunteer program and providing a platform for the ongoing narrative that PHMC and FNL are at odds. While we still have work to do at the site level in this regard, we all understand that based on the contract, volunteer oversight is the purview of PHMC. The sooner we can eliminate this distraction the sooner our staffs can work together to create a great volunteer experience and volunteers can adjust to the new program model.

Please let me know if you would like to discuss further. Have a great weekend!

Melissa

**Melissa L. Mann** | Director | she/her/hers  
Bureau of Historic Sites & Museums | Pennsylvania Historical & Museum Commission  
400 North Street E-107 | Harrisburg, PA 17120

[REDACTED]  
[www.phmc.state.pa.us](http://www.phmc.state.pa.us)



----- Forwarded message -----

From: "Gum, Tyler" <[REDACTED]>  
To: Billy Sabatini <[REDACTED]>  
Cc:  
Bcc:  
Date: Thu, 12 Nov 2020 16:43:58 +0000  
Subject: volunteer email draft  
Billy,

As we chatted... pasted below is an email draft that would be provided to Chris and Chuck about the volunteers.

Let me know your thoughts at your earliest convenience.

Thanks!  
Tyler

---

Gents,

We need to bring the volunteer program at the EMM complex in line with PHMC standards (see attachments). To do so, we need to depart from the existing Volunteer Council model and move toward a model that places the responsibility and oversight of the program under the Museum Educator, through ongoing coordination with department heads.

Due to policy, handling of workers-comp insurance, and job descriptions of state employees at the site, all volunteers are within the scope & oversight of the PHMC.

This may present a minor inconvenience in the short term but by working together to shift all of the volunteers to the PHMC model of the Museum Educator being responsible for such operations should equate to little more than a hiccup for front line volunteers, inside or out.

This model is that of a Volunteer Service Corps (VSC) which is led by the Museum Educator and operated via respective departments as a chain of command; Chuck works with respective departments on processing the volunteer paperwork and on-boarding, identifying and addressing training needs, working on logistical needs of the EMM complex, and acting as a mentor and coach to handle any disagreements or friction, including concerns the volunteers may have.

A few logistical items:

- Volunteer meetings should certainly continue, with Chuck and Chris leading them.
- Existing and future volunteer projects are brought to Chuck and Chris's attention for approval or funding, a project manager (a volunteer) selected that works with either Chuck or Chris or other department heads to complete the project.
- Training – sail and rigging training, and other vessel related training involves Chuck on the communication & scheduling, but not delivery as that obviously falls under Chris. And transversely, the interpretive training falls under Chuck.

I'm happy to schedule a conference call to clarify or deconflict any of this.

All the best,