



Information about
Colonial Williamsburg
people and programs

Colonial Williamsburg NEWS

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Stuntz is new director of communications

Susan M. Stuntz has been named director of communications for the Colonial Williamsburg Foundation, effective Feb. 1. She will oversee internal and external communications and media relations programs for all divisions of Colonial Williamsburg and Colonial Williamsburg Hotel Properties, Inc.

Stuntz reports to F. Roger Thaler, vice president for external affairs and associate counsel. She has nearly 20 years of communications and public relations experience as an independent communications consultant, with a major trade association in Washington, D.C., and with the publications department of a northeastern university.

Since 1993 she has provided strategic communications advice to corporate, trade association and government clients. In addition to developing communications plans, Stuntz wrote and edited media materials and annual reports and worked with clients to implement cost-effective public affairs and media relations programs.

Among her clients was the National Women's Business Council, NWBC, a congressionally mandated council that assesses the growth of women-owned businesses nationwide, identifies barriers to their success and makes recommendations to the President and Congress about the best ways to remedy inequities and remove discriminatory policies and practices. These businesses employ more people than all the Fortune 500 companies combined.

Prior to her work as an independent consultant, Stuntz worked at the Tobacco Institute, a Washington, D.C.-based trade association representing U.S. cigarette manufacturers, first as a writer and editor for periodicals and specialty publications and subsequently as director of issues management, vice president and senior vice president for public affairs.

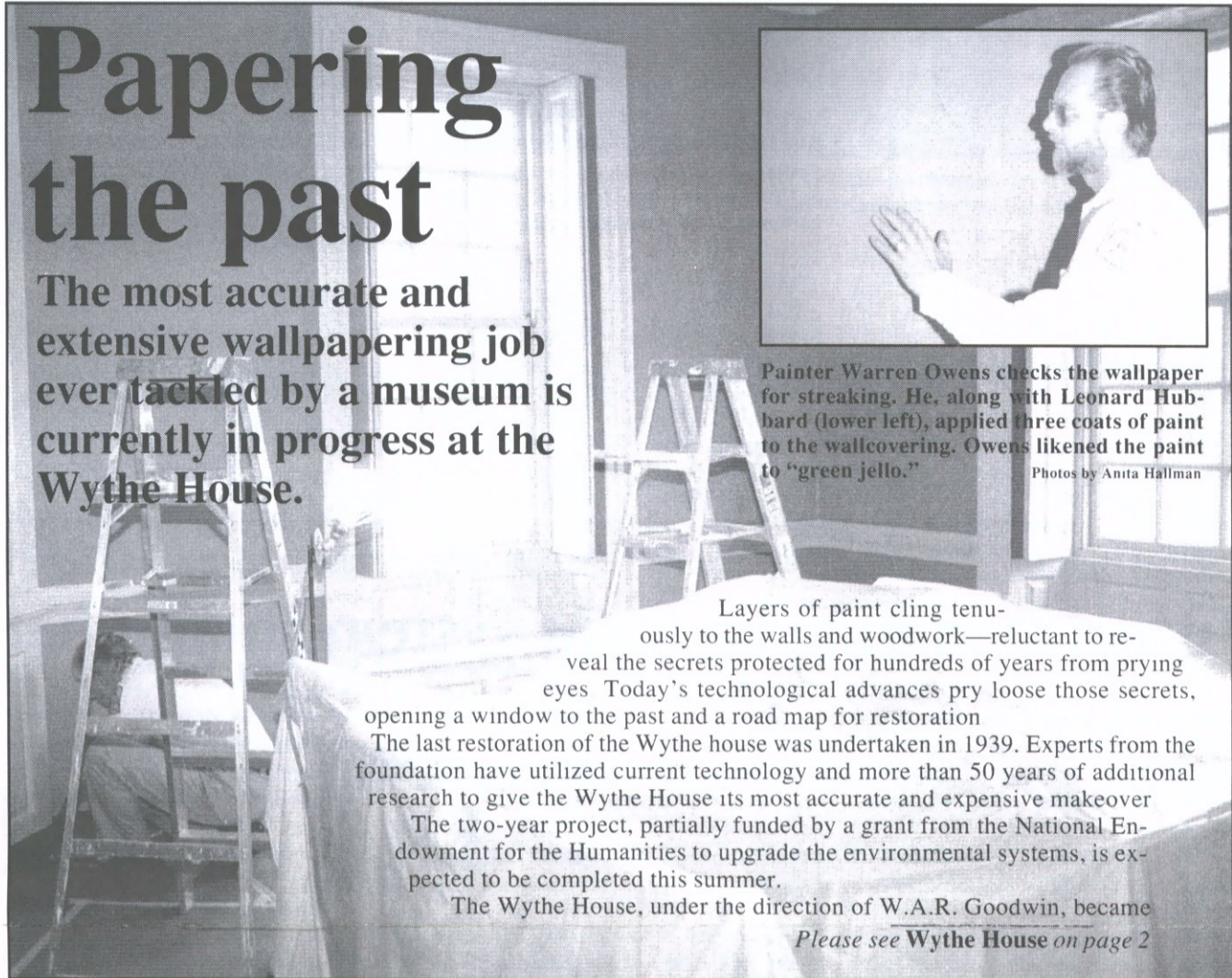
Prior to her positions in Washington, Stuntz was a writer and editor in the publications office at the University of Connecticut where she wrote and produced internal and external publications and periodicals.

"We are excited to have a person of

Please see Stuntz on page 4

Papering the past

The most accurate and
extensive wallpapering job
ever tackled by a museum is
currently in progress at the
Wythe House.



Painter Warren Owens checks the wallpaper for streaking. He, along with Leonard Hubbard (lower left), applied three coats of paint to the wallcovering. Owens likened the paint to "green jello."
Photos by Anita Hallman

Layers of paint cling tenuously to the walls and woodwork—reluctant to reveal the secrets protected for hundreds of years from prying eyes. Today's technological advances pry loose those secrets, opening a window to the past and a road map for restoration.

The last restoration of the Wythe house was undertaken in 1939. Experts from the foundation have utilized current technology and more than 50 years of additional research to give the Wythe House its most accurate and expensive makeover.

The two-year project, partially funded by a grant from the National Endowment for the Humanities to upgrade the environmental systems, is expected to be completed this summer.

The Wythe House, under the direction of W.A.R. Goodwin, became

Please see Wythe House on page 2

Black tradesmen continue their craft legacy

February's Black History Month commemorates the trials, tribulations and successes of black Americans. Entertainers, scientists, doctors, teachers and Underground Railroad workers are among the most often-remembered people this month. Less well known are the black silversmiths, printers and coopers of the 18th century. Their legacy continues today at Colonial Williamsburg.

Silversmith Preston Jones Jr. came to Colonial Williamsburg 19 years ago after finishing high school. He worked at various locations throughout the foundation before finding his niche in the silversmith shop, where everything is produced in the 18th-century manner.

"One day there was an opening in the shop. Master silversmith Jimmy Curtis, who is also black, offered me the position and I accepted," Jones said. "He said that one day I would be



Silversmith Preston Jones Jr. hammers silver into what will soon become a tea kettle.
Photo by Tom Green

making silver cups, spoons and tea kettles. I said 'yeah, right'."

The path to becoming a silversmith was a long and involved journey for Jones. One of the first concepts Jones had to physically and mentally master

was hammering silver smooth. "I remember thinking, 'how can you use a hammer to hammer an object smooth, but not leave any hammer marks?'" Jones said. "The secret is a process called annealing. The silver is heated and cooled as many times as necessary, enabling the silversmith to continue hammering the flexible metal into the shape desired. If the metal is allowed to harden, it could break."

As Jones' knowledge of hammering grew, it wasn't long before Curtis' prediction came true. "I make tea kettles, scalloped ladles, cups and many other items," Jones said. "I'm equally proud of all of them."

Although there's no documentation for black silversmiths in 18th-century Williamsburg, they did exist in Petersburg, Va., and Charleston, S.C., according to Jones.

Please see Black History on page 3

Hundreds attend Bruton Heights groundbreaking

Hundreds of employees, local and county government officials, VIPs and community members braved frigid weather Feb. 6, to attend a groundbreaking ceremony at the former Bruton Heights School. The brief ceremony marks the formal beginning of the school's restoration.

Colonial Williamsburg President Bob Wilburn welcomed the guests and read remarks on behalf of Chairman Emeritus Charles Longworth, who was unable to attend the event. Following Wilburn's remarks, Abby O'Neill, former trustee and granddaughter of John D. Rockefeller Jr., spoke.

O'Neill told how Colonial Will-



A groundbreaking ceremony was conducted at the former Bruton Heights School Feb. 6. Doing the honors were, from left, Perry DePue, Trix Rumford, Sara Howard, Bob Wilburn, Abby O'Neill, Bill Lane, Russell Tabb and Trist McConnell.
Photo by Patrick Saylor

iamsburg had originally swapped the Bruton Heights property for land in the Historic Area upon which stood a school for black children.

"One of the questions grandfather always asked when a major project was being proposed was, 'what will the impact be on the community?'" she said. "Grandfather not only approved of providing a better location for a school, he and grandmother provided substantial funds for the building of Bruton Heights School.

"If he were here today, I think he might smile over the irony of Colonial Williamsburg reacquiring this prop-

Please see Bruton on page 4

Folk Art Center exhibit looks at slavery

Colonial Williamsburg's Abby Aldrich Rockefeller Folk Art Center presents a trio of works Feb. 3 through early November that offer two artists' insights into what was once called "the peculiar institution," slavery.

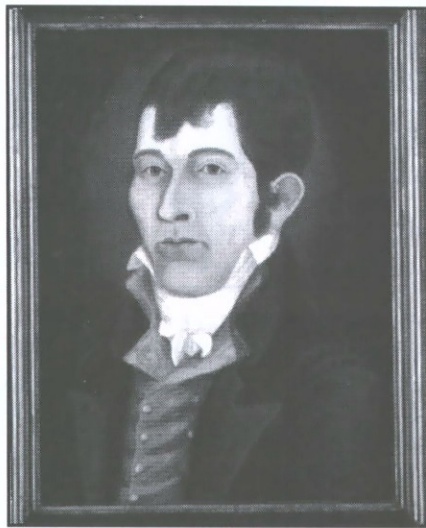
The exhibit features "Portrait of a Man/Virginian Luxuries," a double-sided painting by an unidentified early 19th-century artist. It features a bust-length portrait on the face of the canvas, and two slave scenes side by side on the back. The left scene depicts a white man kissing a black woman; the other shows a white man beating a black man with a stick. The words "Virginian Luxuries" appear along the bottom of the painting's back side.

The painting is displayed on an angle with a mirror positioned behind it, enabling viewers to see the front

"Virginian" in the painting's title may have been used as a synonym for "southern" rather than as a specific reference to the state. During the 18th and 19th centuries, the word "luxury" connoted excess or a lack of moderation and restraint.

This older definition sheds light on the artist's meaning and suggests that the painting was intended to condemn abuses connected with slavery

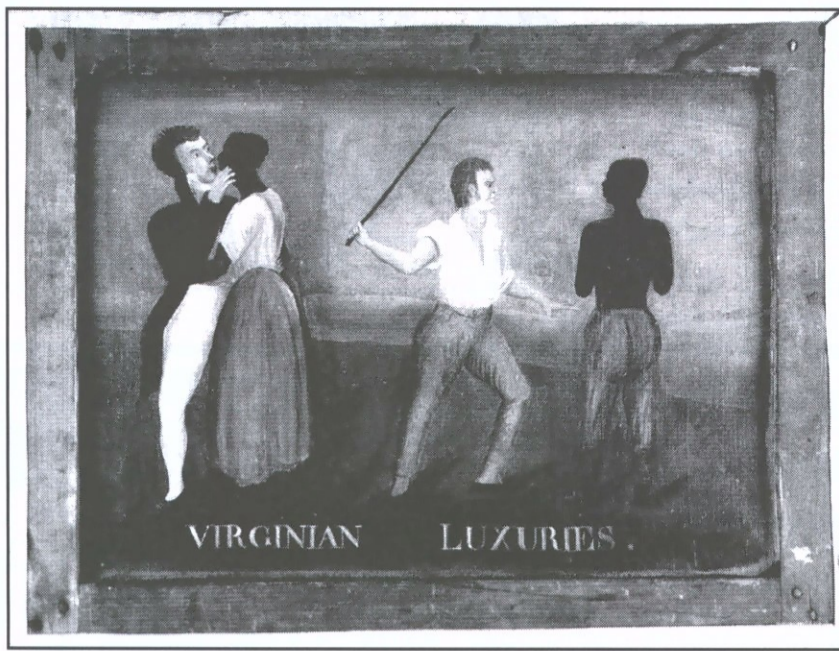
"Views of Slavery" also presents



"Portrait of a Man/Virginian Luxuries," a 19th-century double-sided painting, comments on the institution of slavery.

sketches by folk artist Lewis Miller, 1796-1882. The sketches illustrate the mixed feelings many Americans harbored about slavery. Miller wrote on one of them that he was "astonished" by the sight of a gang slave march in Virginia. That surprise reflects his upbringing in York, Pa., where slavery was abolished by the 1780s.

The exhibit also includes a Miller sketch of a slave auction, another of slaves dancing and a fourth of slaves



working

Explaining why the Center chose to exhibit works on slavery, Barbara Luck, curator of textiles and paintings, said, "Slavery seems to be a topic that many Americans, both white and black, would prefer to sweep under the rug rather than examine closely, and those feelings are understandable. The subject is emotionally charged. But ignoring it leaves us without perspective

"While it is unlikely that the fact of slavery's existence in America could ever be forgotten, we indulge in a more subtle and insidious form of forgetting when we distort the realities of the institution in order to accommodate present-day emotional needs, whether individual or collective. Until we learn to accept all aspects of our past behavior, we can hardly begin to change those we have come to repudiate."

Integrated management system should help reduce costs

Planned improvements to Colonial Williamsburg's computer systems will make life somewhat easier for those who manage information and should reduce costs, according to Jeff Duncan, director of accounting.

The foundation is in the midst of installing a computer system that will combine three separate systems into one. The new "Integrated Management System" integrates information from the current accounting, personnel/payroll, inventory and purchasing systems and adds a module for maintenance.

According to Duncan, who leads the project with information systems director Ron Carruth, the installation has become "perhaps the largest single systems project ever undertaken by Colonial Williamsburg." The project team

comprises representatives from every division in the foundation and hotel properties.

"Colonial Williamsburg has installed new technology during the past several years to track inventory, create purchase orders, account for fixed assets, sell tickets and merchandise, process credit card transactions and more," Duncan said. "These systems have freed the staff from hundreds of manual processes. We've become more productive and better able to do our jobs."

"We've reached a point, though, where older, inefficient systems are preventing increased productivity. Too much time is spent manipulating interfaces, entering information two and three times in varied systems, combin-

ing information from different systems for analysis, training staff to use different systems and massaging the systems to get the information we need to manage the business.

"Several systems are no longer meeting the needs of the people who use them. The work order system doesn't track the cost of materials for a job. The inventory and purchasing systems are difficult to use. There is no project tracking system. The timekeeping system is labor-intensive. The list goes on."

The search for a solution began about a year ago. After an extensive review of the foundation's needs and discussions with several vendors, an integrated program proposed by Software 2000 was chosen. The new pack-

age integrates the Software 2000 system with a maintenance and inventory system from Champs Software and a time and attendance module that connects time clocks directly to the payroll system.

The systems were purchased in August along with a new, more powerful AS/400 computer. Shortly after that, four implementation teams were established and plans put in place to ensure a successful implementation by summer.

The financial systems team is led by Susan Close of the finance division. The purchasing systems team is led by Chuck Trader of the commissary. The human resources team is led by Nancy Carter of the compensation, benefits

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Wythe House

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the first domestic building in Colonial Williamsburg to be restored. Goodwin's restoration, before the foundation existed, came remarkably close given the primitive archaeological tools available at the time.

The science of paint analysis, now highly evolved from the "scratch and match" method, is a very precise color matching system, that uses microscopes and computers. Architectural historians can accurately re-create a decorating scheme from any chosen time period. This allows for a much improved understanding of the use of different rooms in a particular house—ultimately leading to a better interpretation of a property.

Paint analysis for the Wythe property reveals the house underwent three major redecorations between 1750 and 1800. The second paint scheme, dating to circa 1770, is the premise for the current project.

"This is one of the largest, most accurate and extensive wallpaper projects ever undertaken by a museum," said Willie Graham, curator of architecture for Colonial Williamsburg. The project, while taking advantage of 20th century technology for analytical purposes, steps back in time for implementation. Eighteenth-century techniques are adhered to whenever possible.

The cost of manufacturing elaborate papers in colonial times meant only

well-to-do households would have been able to display extensively patterned walls. Consistent with the social and financial standing of George Wythe, research concluded six of the eight rooms and the passageways were papered. These rooms will return to their original state when the project is complete.

Betty Leviner, curator of exhibition buildings, describes the labor-intensive process used for papering the dining room. "Bare plaster walls were covered with pre-shrunken linen. A prime coat was then brushed on the cloth to prevent the lime deposits in the plaster from seeping through and destroying the paper. The prime coat replaces the layer of brown paper which would have been used in colonial times. Individual sheets of machine-made paper from France with the appearance of laid [handmade] paper were glued together on the walls. The final step was to handpaint the paper."

The paint presented another set of opportunities and challenges for the restoration team. Curator of objects for Colonial Williamsburg, Steve Ray, mixed the paint adhering to 18th-century methods. Pure, ground, green pigment was suspended in a hide glue base. "Sheer volume was my biggest problem," said Ray. "I generally mix in thimble quantities. Mixing more than five gallons was a little harder. The pigment was so expensive any mis-

takes in perfecting the recipe could be very costly."

Ray cautions against shock when viewing the bright green paint. "Remember, the colonists knew these walls looked very different when lit by candlelight. If it were a soft, muted color it would fade away."

Before and during application, the paint had to be heated in a bucket of warm water. "The consistency was like green jello when the paint was first opened," said painter Warren Owens. He, along with Leonard Hubbard, applied the three coats necessary to cover the papered walls. "The only problem was you had to stir the paint every two or three strokes because the pigment settled so fast," Owens added.

The paint dries to a flat, chalky color which flakes off quite easily when touched. A sealer coat will be applied to control the problem.

The plainness of the walls in the dining room does not indicate an inferior covering. "The dining room held immense importance and status in the social structure during colonial times," according to Graham, "Plain walls were probably used to display pictures."

The remaining rooms will have a patterned paper based on the most recent research and newly uncovered written records.

Individual sheets of paper were

glued together by hand to form a roll of paper. Rolls were not produced by any other methods in the 18th century.

The rolls were then shipped to Peery & Co. in London for the design application after a hand-painted base coat was applied.

Peery & Co. has been making wall coverings since the early 19th century. The company owns hundreds of original wood printing blocks dating back to the 18th century.

Elaborate designs can require several blocks to complete a pattern. Registration is maintained by punching holes in the corners of the paper—similar to sprocket holes in film.

If a wood block must be crafted for a pattern, the cost can run as much as \$2,000 a block. Authenticity has a high price tag.

A restoration of this magnitude would be far cheaper if modern technology was used throughout. Why then, in these cost-conscious times, is the foundation willing to undertake such a venture?

"A pseudo-colonial restoration is no longer acceptable," says Graham. "We have learned too much over the past 12-15 years about replicating 18th-century technology," he continues. "This also gives us an interpretive advantage by comparing and contrasting the differences between 18th- and 20th-century technologies."

Recycling efforts continue growth in 1994

Colonial Williamsburg has made monumental strides in recycling since the foundation's recycling program began three years ago.

Recycled tonnage increased 230 percent from 1991 to 1994—an average of 77 percent each year.

When recycling efforts began in 1991, Colonial Williamsburg recycled 221,306 pounds of waste. In 1994, the weight of recycled materials totaled 731,162 pounds.

Cardboard was the material most recycled—207,704 pounds of corrugated paper in 1994, 22 percent more than the previous year.

Wood pallets were the second most recycled item—191,180 pounds in 1994—up 19 percent over 1993. Sheldon Lumber Company in Toano buys the used pallets directly from Colonial Williamsburg. Sheldon repairs serviceable pallets and grinds worn-out pallets into mulch.

The biggest increase in recycling this past year occurred in plastics, with

a 155 percent leap in recycling from 1993 to 1994.

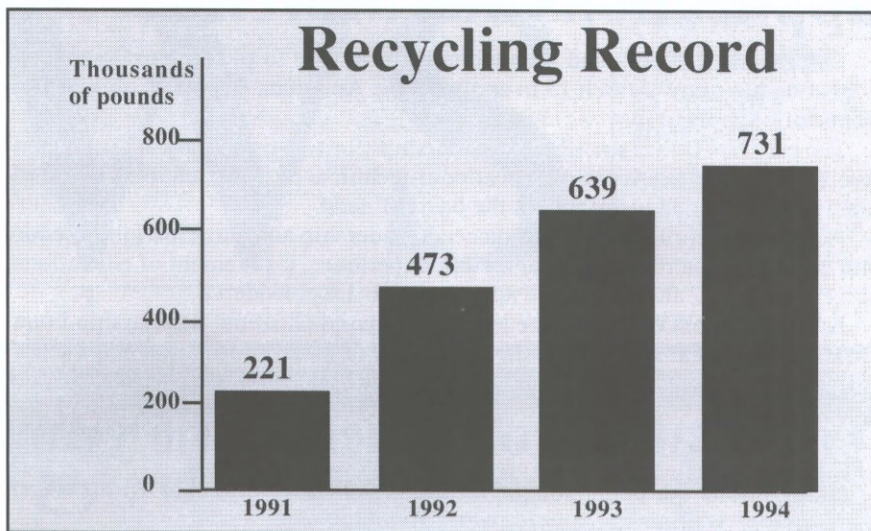
Colonial Williamsburg office workers pitched into recycling efforts as they contributed nearly five tons of computer printout paper, the most valuable recyclable commodity. 1994's tonnage was 84 percent ahead of 1993. White ledger paper recycling increased 22 percent.

Glass recycling also posted an increase for the past year. Glass collections totaled 173,521 pounds—12 percent more than 1993. Glass is the third most recycled material by weight at the Recycling Center.

Newspapers posted a 55 percent annual increase. Aluminum can recycling was up 38 percent and rag recycling rose by 33 percent.

Restaurant waste recycling posted one increase and two declines in tonnage.

The declines were due to operational improvements. Liquid grease



FOUR YEARS OF RECYCLING PROGRESS—The graph above reflects annual increases in total pounds of recycled materials processed by the Colonial Williamsburg Recycling Center.

recycling dropped 32 percent because of three factors: the Commissary is purchasing higher quality frying grease with a longer useful life, better filtering techniques and kitchen staffs have improved care of the grease while it's in service. Fat and bone recycling declined 12 percent due to improvements in meat products purchased and meat trimming by suppliers.

Cabbage trimming recycling jumped 74 percent.

The Recycling Center began keep-

ing records for three other categories in 1994. Employees recycled 10,395 pounds of file stock—manila folders, kraft paper, etc.—last year, nearly two tons of old telephone books and two-and-one-half tons of magazines.

The Recycling Center recoups shipping fees and a portion of operating costs by selling valuable recyclables to Southeast Recycling of Richmond. Under the agreement with Southeast, the company also takes less valuable recyclables and provides boxes for shipping recyclables.

Recycling Center takes plastics community centers decline

Employees living outside the Historic Area may use the Colonial Williamsburg Recycling Center to recycle plastics that community recycling programs won't accept.

City and county recycling programs generally accept only #1 and #2 plastics for recycling. The Recycling Center will accept all plastics bearing the recycling symbol regardless of the number in the center of the symbol.

The Colonial Williamsburg Recycling Center is open 24 hours a day. Attendant Walter Jones is on duty weekdays 7:30 a.m. to 2:30 p.m.

All employees, whether they live in the Historic Area or not, may bring recyclable materials to the Recycling Center in the old bus garage at the rear of the Franklin

Street Office Building. Please place recyclable materials in the proper containers.



Colonial Williamsburg
RECYCLES

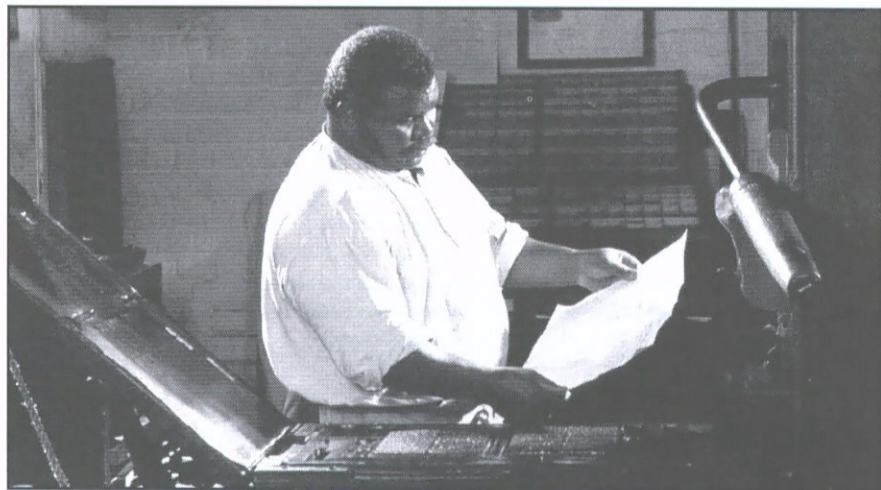
The following items are acceptable for recycling: Computer paper and other office papers, newspapers and advertising inserts, catalogs and magazines, brown paper bags, aluminum cans and foil, aluminum pie tins, empty

aerosol and paint cans, corrugated cardboard with a ribbed interior section unless the cardboard is heavily waxed (such as Federal Express containers), #1 and #2 plastics if separated, and #3 through #8 plastics (mixed).

Questions? Call the new recycling hotline at 2333, recycling committee chairman Mike Hornby at 7674 or any other member of the recycling committee.

Black History

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Willie Parker, master printer, who has been with the foundation 25 years, checks a piece of paper he just took off the printing press.

Photo by Dave Doody

While buying silver was an indulgence few in the 18th century could afford, printed products were a necessity for many. Master printer Willie Parker has worked in the print shop at Colonial Williamsburg for nearly 25 years.

"I began working at Colonial Williamsburg during high school and came back after military service," Parker said.

Printing during the colonial era was an art that required creativity to ensure that the finished product was pleasing to the eye as well as informative.

"Visitors develop an appreciation for the work of early printers when they see the attention to detail required," Parker said. "We take so much for granted now because of the quickness in which information is communicated via radio, television and now the Internet. In the 18th century, print was the only form of mass communication.

"When visitors come to the print shop they see the letter-by-letter setup that's required prior to the actual printing process. They're reminded of the care and attention that printers had to take to produce bibles, encyclopedias and dictionaries. This process touches the creativity within all of us. There's truly a uniqueness about the work we do here."

The largest item ever printed at the Williamsburg print shop was the Collected Laws of Virginia. The laws comprised 628 pages duplicated into 1,000 copies that took almost two years to set and print. "During this time the printer was also keeping up with his day-to-day activities such as the newspaper and black forms," Parker said.

Although there are no known black master printers in 18th-century Virginia, slaves worked in shops as pressmen. "The fact that the slave, Caesar, was sold with a shop leads us to believe

he was performing printer duties," Parker said. "J. Alexander Purdy of the Virginia Gazette had a black pressman named Jordan. It was not uncommon to find blacks in the shops."

When one learns of the career Felix Simmons had as a highly paid manager in the airline industry, it may be difficult to understand why he was interested in becoming a cooper at Colonial Williamsburg.

Several events precipitated Simmons' arrival in the Historic Area. "I often worked 80-hour workweeks—leaving home at 6:30 a.m., fighting monstrous traffic to get to work, then staying on the job as late as midnight," Simmons explained. "The stress was unbelievable; something had to change."

A vacation to Colonial Williamsburg more than six years ago helped Simmons decide what that change would be. "When I visited the cooper's shop the craftsmen had such pride in their work and a look of quiet satisfaction on their faces. It aroused something in me," he said.

There were no openings in the cooper's shop when Simmons decided to leave the airline industry shortly after visiting Colonial Williamsburg. He accepted a position with the Department of African-American Interpretation and Presentations. Two years later, a position opened in the cooper's shop.

"I was already interested in the cooper's trade, but when I found out about Adam Waterford I was even more excited about learning the skill," Simmons said. "Waterford was a free black man and the only cooper in Williamsburg in 1770. When someone needed a container or bucket, they had

to come to him. This fact impressed me so much because in school I constantly heard of slaves, but never about free blacks in this era."

The opportunity to work with master cooper George Pettengell, who has more than 46 years of experience in the trade, also attracted Simmons to the craft. "He's more than a teacher. He's been like a father while teaching me pride in craftsmanship," he said.

Simmons enjoys many aspects of his craft including making a container—whether it's a barrel, bucket, tub or milk churn—from beginning to end.

"Knowing that four years ago I didn't have the skills to do this make seeing the finished product that much more satisfying," Simmons said. "But the most enjoyable aspect about my trade is provoking thoughts and sharing the history of the cooper with the public."

His apprenticeship training will be complete in two years. He plans to open his own cooperage then. "Of course, I plan to stay with Colonial Williamsburg, but I'd also like the opportunity to teach this craft to others to help keep it alive," said the Arkansas native.

"I'd especially like to teach it to my son, Felix Jr. I think he'll gain a better appreciation for why his mother, Barbara, and I chose to leave the fast-track life for a more peaceful existence in Virginia."

Though silversmiths, printers and coopers are not often the subjects of Black History Month programs, they play a major role at Colonial Williamsburg, where these tradesmen re-create their crafts and educate visitors as we all continue to learn from the past.

American Express scholarship applications due March 15

Employees' children and grandchildren who plan to pursue post-secondary education have until March 15 to apply for the American Express/Colonial Williamsburg Scholarship.

The program offers ten \$2,000 scholarships for full-time study at any accredited two- or four-year college, vocational-technical or trade school. The scholarships are awarded primarily on the basis of need.

Academic record, potential to succeed, leadership and participation in school and community activities, honors, work experience, a statement of educational and career goals, and an outside appraisal also are considered.

An independent company, the Minnesota-based Citizens' Scholarship Foundation of America, administers the program. For more information and a scholarship application, students should contact Kelli Mansel-Arbuckle at 220-7116.

Nominate a volunteer of the year

Nominations are being sought for the Colonial Williamsburg volunteer who best represents the ideals of volunteerism at the foundation, for the first Volunteer of the Year Award. That person will be recognized at a volunteer recognition reception Thursday, April 6.

All Colonial Williamsburg employees and volunteers are encouraged to nominate volunteers who are dependable, flexible and cooperative, promote goodwill for Colonial Williamsburg,

take initiative, and act in a professional manner.

Each nominator may submit only one nomination. Nominations must be typed or printed and submitted on a nomination form that can be obtained from your manager or by calling Vernell Sutherland at 7174. Information is limited to the space available on the form.

All nominations should be sent via interoffice mail or faxed to the office of volunteer programs by March 1.

SO WHAT DO YOU THINK?



Alveta Ewell (center) and Kelly Wright (lower right, back to the camera) from WAVY-TV 10 interview guests after they attended Thursday's "Black Women of Williamsburg" program, a part of the Winter Discovery Series, at the Hennage Auditorium. Ewell and Wright produced a special segment to celebrate Black History month. The interview aired Fri., Feb. 3. Photo by Lorraine Brooks

Bruton

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erty. But, I also know he would heartily approve of the plan to save this building that means so much to the community."

O'Neill also noted that appropriateness of naming the new library for her grandfather "It's no accident that his name has never been associated with any structure in Williamsburg, despite all of his gifts," she said. "I think he would approve knowing it was to be here next to Bruton Heights School."

Mrs. O'Neill was followed at the podium by Ambassador William Lane Jr., a former trustee who, along with his wife, Jean, donated \$1 million to rebuild and modernize the school auditorium.

Stuntz

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Susan's calibre lead the foundation's communications efforts," Thaler said. "Her background developing and implementing communications programs that reach a variety of audiences to broaden interest in issues, policies and organizations will enhance Colonial Williamsburg's ambitious external relations plans for the coming years."

For Stuntz, who grew up in Alexandria, Va., trips to Colonial Williamsburg were a rite of passage, whether school field trips or family vacations. Since her return to Northern Virginia in 1979, she has visited Williamsburg many times.

"I look forward to the opportunity to promote the variety of experiences that

Lane was followed by Williamsburg Mayor Trist McConnell and Perry DePue, chairman of the James City County Board of Supervisors. Colonial Williamsburg acquired Bruton Heights from the Williamsburg-James City Schools in 1992 as part of a land swap.

The restored school will be part of an educational campus that will include the DeWitt Wallace Collections and Conservation Building and the John D. Rockefeller Jr. Library. The complex will house employees from architecture and engineering, historical, architectural and archaeological research, collections, conservation and audiovisual production. It should be complete by early 1997.

can be found during a visit to Colonial Williamsburg," she said, "and the importance of understanding this period in American history."

"So much has changed during the 30-plus years that I have been visiting. Colonial Williamsburg is much more than a snapshot in time. As we look at the public policy debates that are taking place today, there is so much we can learn from the colonial experience. A key part of my job will be to expand the reach of our message beyond the traditional media."

Stuntz received a master's degree from the University of Missouri School of Journalism and a bachelor's degree in political science from Virginia Tech

NewsBriefs

Volunteer names needed for recognition reception

The office of volunteer programs is seeking the names of all Colonial Williamsburg volunteers so they can be invited to a recognition reception April 6.

Colonial Williamsburg managers are asked to submit the names of all volunteers in their work areas by Tuesday, Feb. 14. Invitations will be mailed to volunteers' homes Feb. 23. Those for whom the volunteer office has no information will not be invited.

For more information, call Vernell Sutherland at 7174.

Provident reminder

Provident Life & Accident Insurance Company became the new health care administrator for the Colonial Williamsburg CW HealthCare plan Jan. 1, replacing the Trigon Blue Cross Blue Shield KeyCare plan.

New Provident membership cards have been issued and the new Caremark prescription drug cards were mailed to employee's homes in mid-December.

Please destroy your Trigon Blue Cross Blue Shield KeyCare Insurance Cards and your Rx Alternatives drug cards. Present your Provident membership card when you go to your doctor and your Caremark prescription drug card when you go to your pharmacist.

If you are scheduled for surgery, you or your physician must call Private Healthcare Systems, Inc., at 1-800-225-5548 in advance of any non-emergency hospital admission. An emergency admission requires pre-

certification within two workdays.

To determine the status of claims submission, eligibility and coverage provisions, call Provident's Voice Response System at (800) 887-9204 from 2 a.m. to 7 p.m.

The toll free telephone numbers also are listed on the back of your Provident membership card.

Save money with generic prescription drugs

Prescriptions written for generic medications save you money. Generic drugs are just as effective as brand name drugs, but less expensive. They may even be made by the same manufacturer.

While not all prescription drugs have generic counterparts, those that do are offered at substantial savings. The next time your doctor prescribes medication, ask him or her to indicate on the prescription the generic name for your medication, when allowable.

The Caremark Mail Order Prescription program offers another way to conveniently save you time and money. Employees enrolled in CW HealthCare may purchase up to a 90-day supply of maintenance drugs through this program. Maintenance drugs are blood pressure, diabetic and other long-term medications.

To receive your prescriptions through the mail, simply fill out the Caremark patient profile/order form and mail it to Caremark along with your copayment and original prescription. Mail order forms were sent, along with prescription drug cards, to all CW HealthCare employees in mid-December in the Caremark kit. Contact Mildred Wiley at 7026 for a mail order form.

Systems

continued from page 2

and human resources information systems department. Doug Finch of maintenance operations leads the maintenance team, which combines representatives from the foundation and hotel maintenance teams.

During the next several months, locations will be determined for new time clocks, computer terminals will be installed and training conducted for the new systems. The new maintenance system should go live March 1, at the Auto Shop first and later in other maintenance areas. The new accounting systems should go online

May 1. By July 1, the new inventory and purchasing system should be up and running.

"The integrated systems will help us manage a tremendous volume of information much more efficiently," Duncan said, "and has the potential for creating savings throughout the organization."

For more information about the integrated management system, call Duncan at 7065 or Ron Carruth at 7304. For information about a specific system, call the appropriate team leader.

Marketplace

For Sale: 1992 Jeep Cherokee Limited. All options, 37K miles, garage kept, white with leather interior, showroom condition, \$18,800. Call 238-2085 or page 875-8876.

For Sale: 1985 Camaro parts: engine, transmission, front end and doors. Call 253-5621 after 5 p.m.

For Sale: 1988 Pontiac Grand Prix LE. Six-cylinder, power everything, almost new tires, new paint, AC, AM/FM stereo/cassette, inherited another car, must sell this one. \$4,775 or best offer. Call Gayle at 259-0816.

For Sale: 1988 Justy Subaru GL. 37 MPG, two-door hatchback, five-speed, AM/FM/cassette, just tuned up, new timing belt, good tires, \$1,500. Call Mike at 7674 or 565-1270.

For Sale: 1980 Buick Century. Black, four-door, six-cylinder, good work car, needs some engine work \$500 or best offer. Call 220-2855.

For Sale: Queen-sized canopy bed, pecan, "real wood", suitable for colonial-style draperies, 6½ ft high with paneled headboard, mattress included, \$650. Call 259-0816.

For Sale: Vintage 1960 two-piece French Provincial bedroom suite. Full-size bed with pierced headboard. Triple dresser with mirror and nine drawers. Solid wood construction with original wheat and gold paint. Dresser has been protected with custom glass top. Excellent condition, \$175. Contact Cindy at 2763 or 564-0634 after 5:30 p.m.

For Sale: Antique Victorian Eastlake-style furniture: one love seat, one chair with arms, one chair without arms, one foot stool. Original finish, upholstery needs re-done. Asking \$200 - don't want to move it again! Call 259-0331.

For Sale: Three-bedroom rancher in Gloucester with two full baths, large family room with vaulted ceiling, large eat-in kitchen with custom-built cabinets. Dishwasher, stove, will negotiate the refrigerator and washer and dryer. Walk-up attic, wall-to-wall carpet, linoleum in kitchen, large deck off the kitchen, 1/2 acre lot with double car driveway, well landscaped yard, built in 1988 \$69,900. Call Mike at 7674, 693-7950 or 565-1270.

For Sale: Condo in Williamsburg Commons. Assumable 8% FHA loan. Spacious two bedroom, one bath condominium, all with tree top corner view, \$79,500. Call 7968 or 220-3741.

Wanted: Looking for a good home for a friendly one-year-old female white German Shepherd. Call Debbie at 221-8887 from 8:30 a.m.-5 p.m. or 221-0965 after 6 p.m.

Wanted: Ads for the Marketplace. Ads are free for Colonial Williamsburg employees only. Submit ads in writing to Kim Cenova, GBO-132, in person or by interoffice mail. Or, FAX them to 7702. Include your name and work unit, these are not included in the ad unless requested. Ads run for one week and must be renewed in writing; no phone calls, please. Ads are repeated as space allows. Ads and renewals must be received by 5 p.m. Friday.

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