

**Cayce Historical Museum Commission
February 1, 2023 Meeting Minutes**

The February 1, 2023 meeting of the Cayce Historical Museum Commission (CHMC) was held in the Cayce Visitors Center. The meeting was convened at 4:01 by Vice Chair Pamela Sulton. Acting Chairman, Archie Moore, was absent to attend funeral services. The following individuals attended the meeting:

Name	Status
Archie Moore	Commissioner (Acting Chair) (excused absent)
Mary Sharpe	Commissioner
James Stewart	Commissioner
A.G. Dantzler	Commissioner
Charlita Earle	Commissioner
Pamela Sulton	Commissioner
Garrett Creasman	Commissioner
David Brinkman	Commissioner
Marcy Hayden	Commissioner
Andy Thomas	Cayce Museum Curator
Mike Conley	Assistant City Manager
Jeff Wilkerson	Citizen guest/potential volunteer

Upcoming Events:

2/16 George Wingard Presentation on Dave the Potter's Legacy
 2/18 Sweetgrass Basket Making Class
 3/16 Charles Sumter Battle of 1881-Charles Buxtely
 3/25 Cayce Soiree on State Street
 4/1 Colonial Village at Tartan Day South

Invocation: Commissioner Dantzler

Action Items:

Voting for Chair
 Funding Policy for Markers

January Meeting Minutes:

The Commission reviewed the previous meeting minutes. Commissioner Sulton asked that the minutes be amended to include that both Chair candidates were self nominated and that Commissioner Stewart resigned as Secretary. Commissioner Sharpe motioned that the meeting minutes be accepted with the amendment. Commissioner Stewart seconded the motion, and the minutes were approved by unanimous vote.

Officer Election

Commission Officers are elected for one-year terms that expire at the end of the calendar year. Two candidates were nominated for Commission Chair: Archie Moore and James Stewart. At the January meeting, elections were held for officers, but due to a tie, the Chair election was moved to the February meeting as there was no procedure for breaking a tie. Commissioner Hayden reminded the Commissioners as to the issue surrounding the election and why it was postponed until February. Commissioner Creasman asked the Commissioners to consider updating bylaws to address this issue. Nominations for Chair stand from the last meeting and the Commissioners voted. With a vote of six (6) to two (2), Mr. James Stewart was elected Chairman for 2023. Commissioner Hayden asked the Commissioners to consider an acknowledgement for the outgoing Chair and other officers. Commissioner Creasman agreed and added it would be nice to also have photos of Chairs and/or offices in the Boardroom. Commissioner Stewart suggested that he and Staff review the budget and get pricing for plaques to be discussed at the March meeting.

Museum Staff Report

Updates: The AR/VR project moved forward with filming in January and with weather permitting, additional filming will be conducted in February/March. The cabin roof has been delayed due to the weather, but work is scheduled to start soon. The African American exhibit now has a gas tank from the gas station and will use hospitality funds to make improvements to it for the exhibit. Black History Month is being celebrated through social media posts during February. Catawba Pottery appraisal quotes have been received, but to move forward the “42 Account Funds” will need to be used or sponsorship will be needed. Commissioner Hayden made the motion to use the “42 Account Funds” to conduct the appraisal for insurance (seconded by Commissioner Earle with unanimous vote to approve).

Potential donations and requests were put forward for the Commission’s consideration at the last two meetings. The donation was a collection of twentieth century documents and clothing from Donna Mahoney. Further information was requested to ascertain whether the donation was a good fit for the museum. Ms. Mahoney provided some additional information. Additionally, there is an outstanding requests for funds for a historical marker for St. Paul’s AME Church. Commissioner Sulton made a motion to table this discussion until the March meeting and to postpone accepting donations or requests until these can be addressed in the strategic plan (seconded by Commissioner Hayden, with unanimous vote to approve).

Visitor Center lock and keys have been changed and Mr. Thomas is reviewing rental policy and pricing. After some discussion about local pricing and potential for fundraising, Commissioner Sharpe made the motion to create an ad hoc committee to assist Mr. Thomas is researching options for the Visitor Center usage and pricing (seconded by Commissioner Creasman, with unanimous vote to approve).

Old Business

- The subcommittee for establishing a new Museum foundation 501(c)3 plans to have the nonprofit incorporated in the first quarter of the year. By-laws from several organizations have been reviewed by the subcommittee and a draft will be prepared for the next meeting.
- The subcommittee for strategic planning has had a phone call but no official meeting. They will meet to create a framework/schedule for full Commission's deliberations. Discussion will be table until the next meeting for a more in depth discussion.
- The preservation project for the unpaved and closed section of Old State Road is a concern for the Commission, but will be tabled until the next meeting with the understanding that the Commission will review submitted documents and create a subcommittee to begin preservation work.
- Commissioner Hayden made the motion to request by-law committee review election process and attendance policy to amend to include tie-breaker process and virtual meeting options for attendance (seconded by Commissioner. Stewart with unanimous vote).

New Business

- No new business.

Having no further business, Commissioner Creasman motioned for the meeting to adjourn. The motion was seconded by Commissioner Earle and the meeting was adjourned at **5:17 PM**.