

## Cayce Historical Museum Commission

**January 1, 2024**

### Meeting Minutes

The January 1, 2024 meeting of the Cayce Historical Museum Commission (CHMC) was held in the Cayce Visitors Center. The meeting was convened at 4:02pm by Vice Chair Pamela Sulton, as Chair James Stewart was absent due to work travel. The following individuals attended the meeting:

<b>Name</b>	<b>Status</b>
James Stewart	Chair (absent)
Pamela Sulton	Vice Chair
Marcy Hayden	Secretary
Archie Moore	Commissioner
A.G. Dantzler	Commissioner
Charlita Earle	Commissioner
Garrett Creasman	Commissioner
David Brinkman	Commissioner
Andy Thomas	Cayce Museum Curator
Elizabeth Lumsden	Cayce Museum Assistant
Jeff Wilkinson	Volunteer
Mike Conely	Asst. City Manager

#### **Upcoming Events:**

1/23 or 1/30- Strategic Planning Session, Part 2 for Museum Commission from 12-4pm.

1/25-TBA Native American Lecture-Marcy Hayden

2/8-African American Exhibit Opening Reception 6pm-8pm

2/22-Sweet Night at the Museum (TBA)

**Invocation:** Commissioner Dantzler

#### **Action Items:**

#### **September Meeting Minutes:**

The Commission reviewed the previous meeting minutes. Commissioner Moore asked for a typo to be changed. Commissioner Creasman motioned that the meeting minutes be accepted with change. Commissioner Earle seconded the motion, and the minutes were approved by unanimous vote.

#### **Review of the By-Laws:**

Vice Chair Sulton passed out copies of the by-laws, which were also sent via email to all Commissioners, for annual review. Vice Chair Sulton asked that everyone review the by-laws for any updates or changes

that need to be addressed. She asked Commissioners if they had any to bring to the floor at this meeting and if not, they will have the opportunity at the future meeting.

### **Nominations for Officers:**

Vice Chair Sulton reviewed the voting procured and read aloud the email from Chair Stewart regarding the elections and his self-nomination. This was also provided via email prior to the meeting to all Commissioners. Vice Chair Sulton opened the floor for nominations for the position of Chair. Commissioner Cresman nominated Mr. Stewart for Chair in addition to Mr. Stewart's self nomination. Commissioner Moore seconded the motion and the motion was carried with unanimous vote. The Chair for 2024 will be Commissioner James Stewart.

Nominations were open for Vice Chair and Ms. Sulton self-nominated and there was a motion by Commissioner Creasman. This was seconded by Commissioner Brinkman and the motion was carried with unanimous vote. The Vice Chair for 2024 will be Commissioner Pamela Sulton.

Vice Chair Sulton nominated Ms. Marcy Hayden to serve another term as Secretary. Commissioner Hayden agreed. Vice Chair Sulton made a motion and Commissioner Creasman seconded. The motion was carried with unanimous vote. The Secretary for 2024 will be Commissioner Marcy Hayden.

### **Strategic Planning**

The Commissioners completed the first part of the strategic planning process on October 11 with StopGap Solutions. The next session will occur on January 23rd or 30th, 2024 from 12-4pm at the Museum. Finalized date will be sent out via email.

### **Museum Staff Report**

Staff reported that the Traditions event for Christmas in Cayce had around 59 attendees. The lower turn out was due to the rain cancelation and rain again on the rescheduled date. Staff will save discussion of the event and storage of items for the next meeting.

The appraisal for Catawba Pottery Collection has been completed and Mr. Thomas has received the final report. The report has some great information and it is suggested that the City needs to increase insurance coverage to include the pottery. Copies of the report are available to Commissioners.

Electrical repairs to the Public Safety building have been completed. A RFP has gone out for a sealed bid to repair the Museum windows which need to be replaced with wooden windows and the city has bids for approval. There are 15 windows that need to be replaced. Additionally, bids have been received to do repairs on the floor and walls of the Public Safety building.

The Museum staff changed hours to drop Sunday and increase Saturday hours. The new hours on Saturday will be from 10am to 2pm. The staff is scheduling a homeschool event on March 9th. Details (TBA).

The Confederate money floating wall is up and has a case and pedestal ready for the exhibit update. Additionally, the Columbia Airport Exhibit will be the changing exhibit area and will replace the speedway exhibit.

“Sweet Night” has been developed by Mr. Thomas to serve as a fundraiser, introduction to the Cayce Historical Foundation and Museum and is being planned for February. Five local bakeries are invited to attend and will have silent auction baskets, speakers and additional activities. Additional baskets and silent auction items are needed. This event is currently scheduled for February 22nd and additional information will be provided.

### **Historic Preservation**

No updates at this time.

### **Donations**

No updates at this time.

### **Old State Road NRHP Nomination**

No updates at this time.

### **Christmas Events**

Discussion will be held during the February meeting.

### **Additional Business:**

Commissioner Creasman asked about the Fire Truck and issues with the brakes that prevented it from being used in the parade. Additionally, Vice Chair Sulton wanted to discuss a recap of the year discussed in Chair Stewart's email. There was discussion of missing items and the need to do an archives project, possibly with intern assistance to make sure we have an accurate record of all the items in storage. This has not been maintained over the years up to best practice standards according to staff and Commissioners. This items will be added to an upcoming discussion.

With no other business on the meeting agenda, Commissioner Sharpe motioned to adjourn the meeting. Commissioner Creasman seconded the motion and the Commission voted unanimously to adjourn the meeting at **4:50 PM**.