

Cayce Historical Museum Commission

February 7, 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 4:05pm by Chair James Stewart. The following individuals attended the meeting:

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

Upcoming Events:

2/8-African American Exhibit Opening Reception 6pm-8pm
March-TBA Native American Lecture/Class-Marcy Hayden
March 23rd-Soiree on State Street
April 6th-Tartan Day South

Invocation: Commissioner Dantzler

Action Items:

Debriefing of Christmas Traditions Event
Historic Preservation Planning and Goals

September Meeting Minutes:

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

Museum Staff Report

African American Exhibit opening reception will be held on February 8th from 6pm-8pm. Commissioners that are volunteering to assist with the event should be at the Museum at 5:30pm to assist the African American Committee.

Staff reported that all of the Christmas decorations have been stored including the stalls and lumber. Mr. Thomas will debrief further during that portion of the agenda.

The appraisal for Catawba Pottery Collection has been completed and Mr. Thomas has received the final report. The City is working with underwriters to increase insurance coverage to include the pottery. The next steps after insurance will be to plan the exhibit and seek sponsorships for the exhibit.

A bid to repair the Museum windows has been approved and five windows are set to be replaced with wooden windows by June 30th. There are a total of 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 and is scheduled to be approved in March. Bill Clark from the City garage is getting an estimate for the vintage fire truck brake repairs.

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. Ms. Lumdsen is working with Columbia Airport to secure items for display and market the event. Ms. Sulton suggested they include interviews of the employees that worked there over the years to tie the exhibit to the residents.

The staff is scheduling a homeschool event on March 9th. Details (TBA). Commissioner Hayden has been asked to give a lecture or class regarding Native American culture. "Sweet Night" fundraiser and introduction to the Cayce Historical Foundation has been canceled until further notice.

Christmas in Cayce-Lessons Learned

Commissioners and Staff debriefed regarding the planning and execution of the Christmas in Cayce-Cayce Traditions events.

- **Vendors:** The vendors that were originally scheduled to participate reported that they received great advertising. Thank-you notes should be sent to those that came on the alternative date. Number of vendors could be increased with some vendors in stalls and others outside of stalls or inside.
- **Weather:** Future events need to be planned with a back-up weather location and dry space for vendors if rain is in forecast. Events need to be rain or shine, unless, like last year, the City shuts down due to inclement weather. The date of the event should not be changed and this affected numbers.

- **Volunteers:** Volunteers were very helpful in decorating, putting up trees and stalls, and during the event. Additional “volunteer days” should be scheduled as there is normally one day for decorating. Additional days can be planned to help pack up decorations as well. There was a great volunteer turn out and school groups or other organizations will be an asset in future.
- **Marketing:** The advertising from the City was good, but better coordination between the Events Committee and others would be helpful in the future. The Chair offered to coordinate with other Committee Chairs.
- **Other Items:** During strategic planning sessions, task lists, assignments, and volunteer lists were discussed.

Strategic Planning

The Commissioners completed the first part of the strategic planning process on October 11 with StopGap Solutions. The second session occurred on 30th, 2024 from 12-4pm at the Museum. The finalized report will be sent in the following weeks.

Historic Preservation

Potential Historic Preservation Initiatives:

- Demolition Permit Process change to allow for a two week delay/review period to determine if something is “historically significant” to Cayce. Commissioners discussed the pros and cons of this initiative and roles of the Commission in this process. Additional information will be needed and research into other communities that have adopted such processes.
- Creation of a list of “Significant Resources” for the City of Cayce which would include a survey process, review and development of a process to make the determination. This list would include “historically significant” sites that would include structures/locations that are 50 years or older, have historic, pre-historic, architectural or other value to the community based on historic preservation best practices. Additional information is needed regarding development of this list and it was suggested to seek out city preservationists (City of Columbia and Historic Columbia) to get more information regarding ordinances and initiatives.
- Erecting Historical Markers-As part of preservation efforts, City of Cayce or Cayce Historic Foundation markers could be erected around sites or locations to bring awareness of these sites and the history of the community. An ad hoc committee could be created to review applications for these markers and members could be from local neighborhoods. Additionally, meeting with neighborhoods will be a great way to let communities know about this initiative and how they can preserve their communities history.

Additional discussion by Commissioners included specific places, place names and other items that could be included on the list. Discussion around these initiatives ideas will continue.

Donations

No updates at this time.

Old State Road NRHP Nomination

No updates at this time.

Additional Business:

No additional business.

With no other business on the meeting agenda, Commissioner Earle motioned to adjourn the meeting. Commissioner Brinkman seconded the motion and the Commission voted unanimously to adjourn the meeting at **5:15 PM.**