

Culture & Heritage Commission
Board of Commissioners Meeting
July 27, 2021
6:00 PM
Museum of York County

Person Presiding: Penny Sheppard

Members Present: Penny Sheppard, David Duncan, Jeff Lyon, Nancy Craig, Ed Stewart

Members Absent: Luanne Kokolis and Craig Lentz

Ex Officio Members Present: Margaret Parson-Willins

Ex Officio Members Absent: Bobby Walker

Staff Present: Richard Campbell and Dabney Scholler

Others: Michelle Totherow

Call to Order

Penny Sheppard called meeting to order at 6:11pm

Reports and Presentations

- Penny Sheppard presented minutes and asked for changes or corrections. There were none. Accepted minutes as written.
- Richard Campbell presented Director's Report
 - He began with the positive feedback and enthusiasm that the CHM has been receiving about visitation and attendance. He spoke about the great success of the events at Historic Brattonsville. Independence Day and the Battle of Huck's Defeat were both successes. Tickets were available for presale as well as for walk-ups. There were 1,038 visitors total, with only 143 *no shows*. Neely House was clean and organized. There were a few changes ranging from new employees to a new credit card system. The old credit card system was phone line based and the new system is internet based. Admissions was engineered differently this year but efficiently. The event as a whole was fantastic and professional. From the last visitation update on June 17th to July 21st, the CHM has seen 7,108 visitors. Historic Brattonsville's visitation is up, the Main Street Children's Museum is almost fully staffed and is still achieving excellent numbers. We're doing a great job capturing visitor feedback. Marketing has been working hard interacting with visitors on social media. For example, after Huck's Defeat, Marketing spent a whole day answering notifications sent in by visitors.
 - Membership is growing in numbers as well as revenue. We were at record for memberships the month before the MSCM flood at 1748 memberships but now we have surpassed it at 2,246. Totals are a little skewed because of the 6-month courtesy memberships, as well as

closures etc. Alison Gray has reached out to each one to touch base with them about their membership.

- As previously stated, Independence Day and the Battle of Huck's Defeat were a great success. In addition to the reenactment, Joe Mester gave historic preservation tours of the Colonel Bratton House, the Homestead, and the Brick House, with surprising turnout. There was also great social media feedback about the preservation.
- The Development Department organized a private evening tour on July 22nd of the Main Street Children's Museum for those instrumental in its completion after being damaged. 30 people turned out for this event. Brandon Guffey, the new District 6 county councilman was present, as well as a few early donors. Museums After Dark: Harry Potter and the 3rd annual Kudzu Trail Race are both scheduled for this fall, on November 5th and 13th. Richard Campbell asked Nancy Craig if it was possible to use fund balances to get the trails, specifically the Schrader Trails, in shape. Development will be presenting to the Commission in September.
- Museum of Western York County will be closing at the end of the calendar year. Paul Boger has requested that we come out and evaluate 75 objects from the collection that the MWYC owns. The Collections team will be acquiring 11 of the 15 natural history specimens, as well as the 75 items. Mr. Boger seems to be happy with our support. We don't know how quickly we can take these items due to the McCelvey roofing project and limited access to the loading dock. Hopefully, we can get access to it once the shoring begins in a few weeks. The Collections department will be meeting with Paul Boger many times. We are happy to be working with the Museum of Western York County.
- Updates on the African American Cultural Resource Center. Richard Campbell met with the mayor in December 2019 to evaluate the viability of the endeavor, by Memorandum of Understanding (MOU). The goal was to hire a temporary site manager candidates were interviewed but no one met all of the aspects required of the position, such as programming and costs (start up and ongoing). The building itself as well as the limitations of the project were all taken into consideration. Mayor John Gettys and Richard Campbell met to access the whole picture and to see what could be done and what couldn't be done. The museum staff and members of the African American Resource Committee met with groups who had experience with feasibility studies, such as the Harvey B. Gantt Center, recieved some

really good feedback. After receiving a feedback, and in addition to the pandemic, matters moved slower. Funding was carried forward to fiscal year 2022.

- The CHM went before the County Council on July 26th to ask for an emergency procurement exemption for the repairs to the McCelvey Center. This allowed us to proceed with the shoring project and move forward with an engineering firm. Once the shoring is complete, the firm will be able to evaluate the state of the building in places that have been inaccessible. This will also allow them to work through schematic design and cost estimation. By October, we will know what the problem is and what the cost will be. We will not have to go back before County Council every time if the cost does not exceed a certain amount with this exemption. We will be able to post it and send out RFQs. A Finance Committee Meeting will be held to determine how we will pay for this project. Campbell met with County Manager David Hudspeth last week, and will follow-up with Kevin Madden to discuss the funds for this project so a decision can be made.
- HVAC at Historical Center went out on July 27th and we're in the process of moving very quickly to fix the situation. We have purchased dehumidifiers that we can reuse, and will see if it would be better to repair or replace the HVAC system. Nancy Craig asked if the humidity issue that we were fighting a few years ago had any effect on the unit. It did not. The condenser failed due to weakness and water got into the refrigerant lines. That was fixed. This time it could have been other things. A 50 ton unit was originally put in and the cooling tank was too large for it which caused issues. A 35 ton tank would be a better suit. We have reached out to County Engineering, to see about a loan. It's a complicated issue. The unit is not quite 10 years old and we do have other means of cooling for the time being. Jillian has been given permission to get what she needs for the best interest of the collections.
- The Historic Brattonsville Preservation Projects are coming along, archeology by Carey should be done by next week. We're just waiting on the final historic structures report on The Colonel Bratton House and Homestead. Everything else is moving along between collections, and architectural research and building archeology. Painting Hightower will be moving forward. Paint does not have to be historical, just the right color and durable. We might be able to take reservations, come spring. The Brick House is still on schedule to open by October. Richard Campbell asked if anyone would like to see the Brick House, if they had not, they needed to. Nancy Craig said that Joe Mester would be taking her and Carolyn Mendenhall on a tour the following week. Jeff Lyon asked about the historical significance of the Brick House.

Campbell described what the store will look like, modeled after its former 1870s state. Sara Johnson and her intern continue the work on the Brick House outbuildings, the Slave House Ruins, and the Brattonsville Store.

[Note: A full copy of the Director's Report is attached to these minutes as Addendum A.]

Calendar Review

- Alison Mallard will present a Development Report in September. Commission will present Director's Review. No other changes.

Committee Reports

- Collections Committee
 - Recommendations for Accession / Deaccession
 - Sheppard presented Accessions collections in Lentz's absence
 - *TC263- Collection of 6 dolls made by Kitty Wilson Evans that can be dated to c. 2000-2010. Some of these dolls were made to represent people important to HB's programming, such as Miss Kessie and Watt. The dolls are made of natural materials, such as walnuts, a broom, and a piece of wood that Kitty salvaged from the rubble of the 2004 Brick Store fire.*
 - *.001- Doll in yellow dress (Miss Hitty)*
 - *.002- Doll in brown dress attached to piece of charred wood from HB store*
 - *.003- Doll with wallpaper dress (angel)*
 - *.004- Doll with blue plaid dress*
 - *.005- Doll, male with pants*
 - *.006- Doll made from broom in brown plaid dress (Miss Kessie)*
 - *Donated by Pat Veasey*
 - *TC259- Sword*
 - *.001- Civil War Naval sword*
 - *1 Auto biographical Essay*
 - *1 Letter*
 - *Donated by Amanda Brush*
 - *TC255- Anvil, missing the heel, from the farm of Mary Davis Brown of York, inscribed with "William Fost 1848".*
 - *Note: Maker's inscription should read "William Foster" but the "er" has been worn off due to age, deterioration, and use.*
 - *Donated by Kenneth Talley*

- *TC257- First National Bank of Sharon Commemorative Wooden Nickel that reads "First National Bank/ of Sharon/ Sharon, SC/ September 9/1909-1959"*
 - *Donated by Zach Lemhouse*
 - *TC264- 1 washstand with mirror and 1 dresser with mirror*
 - *Donated by Laura Nunnery*
 - *L1982.007- Once owned by the Rainey family of York County. In excellent condition given its age, just missing small sections of veneer and a piece of hardware*
 - *.001- Empire sideboard with carved columns and mahogany construction, secondary wood is poplar, c. 1840*
 - *Donated by Carolyn Mendenhall*
 - *TC252- Papers related to the Rose Hotel in York, SC and the W.E. Rose family.*
 - *Donated by Jan Ramsey*
 - *TC254- Various documents related to York County property such as deeds, chattel mortgages and taxes*
 - *Donated by Carolyn Mendenhall*
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- David Duncan made motion
 - Jeff Lyon seconded accession
 - Penny Sheppard called for a vote; vote was taken, and the motion passed.
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- Sheppard presented Deaccessions collections in Lentz's absence
 - *HB1986.063- Victorian corner shelf with 4 shelves*
 - David Duncan made motion
 - Jeff Lyon seconded
 - Penny Sheppard called for a vote; vote was taken, and the motion passed.

[Note: Copies of the above Recommendations for Accession/Deaccession are attached to these minutes as Addendum B.]

- Finance Committee
 - Treasurer's Report
 - Nancy Craig stated that we were finishing up Fiscal year '21 and opening up Fiscal year '22.
 - Accept financials and recommends that they be accepted as an interim report because Michelle Totherow is working in 2 fiscal

years and will be keeping the books open for 2 months; has purchase orders to close out, grant money to accept, Foundation of the Carolinas money to move forward, etc. Nancy Craig recommends that we accept the financials as information and let the audit be the final June report. According to the report, we have \$1,844,000.00 and are in good shape.

- Governance Committee
 - Executive Director's Annual Review
 - Jeff Lyon made motion to go into Executive Session for a personnel matter regarding the Executive Director's Review at 7:06 pm
 - David Duncan seconded
 - Penny Sheppard called for a vote; vote was taken, and the motion passed.

Executive Session

Reconvene to Open Session

- Penny Sheppard announced that open session has been reconvened at 7:36pm. The Governance Committee has come to a decision.
 - Jeff Lyon announced that the Governance Committee would like to make a motion to increase the Executive Director's salary consistent to the amount discussed in the Executive Session, as well as a bonus as discussed in the Executive Session for the extraordinary performance by the Executive Director through unprecedented times.
 - Nancy Craig seconded
 - Penny Sheppard called for a vote; vote was taken, and the motion passed.

Approved

Old Business

- No old business

New Business

- No new business

Commission Member New/Non-agenda Comments

Adjourn

- Penny Sheppard made motion to adjourn
 - David Duncan seconded
 - Adjourned at 7:40pm

Prepared by: Dabney Scholler

Submitted by: Nancy Craig, Secretary/Treasurer