

Culture & Heritage Commission  
Board of Commissioners Meeting  
October 26, 2021  
6:00 PM  
Museum of York County

Person Presiding: Penny Sheppard

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

Members Absent: 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 6:01pm
- Penny Sheppard presented minutes from the September 28<sup>th</sup> Meeting and asked for changes or corrections.
  - Accepted minutes as written.

### Calendar Review

- No calendar changes or updates

### Committee Reports

- Collections Committee
  - Recommendations for Accession. Penny Sheppard presented items recommended for accession in Craig Lentz's absence.
    - *TC262- (6) images from Jerry West of Sharon, SC- founder of Museum of Western York County and columnist of YC Magazine:*
      - *SH-324: Easter Egg Hunt on Rainey Lawn*
      - *SH-146: Mr. Shealy, Billie Gibson, Smithy Gibson*
      - *SH-102: James W. Shealy*
      - *SH-224: 2 Children (color, 2 copies)*
      - *SH-300: 1924/1925 8<sup>th</sup> Grade*
      - *SH-228: First Grade Class of 1935, Sharon Grammar School*
      - *(1) Tall Tales of Western York County Book by Jerry West*

- *Blank Planters Bank documents from John Carter- former owner of Hill Store in Sharon, SC and columnist of YC Magazine:*
    - *Account Booklet*
    - *Account Statement form*
    - *Deposit Slip*
  - *Donor Name: Pam Henson, owner/editor of YC Magazine from January 2004- May 2021*
- *TC281- Barnett Bros. 3 Ring Circus 1936 Magazine Article*
    - *Donor Name: Mary Jo Summann (via eBay)*
  - *TC282- (1) Barnett Bros. Circus & Menagerie Special Child's Ticket*
    - *Donor Name: Lisa Buttner (via eBay)*
  - *TC283- (1) 1930S Barnett Bros. Circus Complimentary Pass*
    - *Donor Name: Armand Rodriguez (via eBay)*
  - *TC284- (1) 1940S Barnett Bros. Circus photograph of tents (poor focus)*
    - *Donor Name: Dave Louks, Rinkidink Inc (via eBay)*
  - *TC285- (1) Photograph: 1938 Women in Costume, Barnett Bros. Circus*
    - *Donor Name: Jeffrey Fogg (via eBay)*
  - *TC286- 1938 Barnett Bros. Mighty Alice 50<sup>th</sup> Birthday Anniversary Ticket & 1938 Barnett Bros. Child's Special Ticket- California, July 6<sup>th</sup>*
    - *Donor Name: Janene Murphy (via eBay)*
  - *TC287- (12) Postcards of homes, businesses, and streets in York, Handwritten letter (no date but after 1989) from "Ellen" to "Charles and Martha", "Yorkville School of Another Day" paper by Miss Margaret A. Gist*
    - *Donor Name: Martha Blackwell*

- *TC289- Photograph: 1429 Co. CCC Camp- York, SC, Booklet: Pictorial Review CCC District A Company 4479, (4) Loose Photos*
  - *Donor Name: Doris Thomas*
- Penny Sheppard motioned that the committee is recommending to accept accessions *TC262, TC281, TC282, TC283, TC284, TC285, TC286, TC287 and TC289.*
  - David Duncan seconded.
  - Penny Sheppard called for a vote; vote was taken, and the motion passed.
- Finance Committee
  - Treasurer's Report
    - Nothing to report, everything looks good.
- Governance Committee
  - Nothing to report

### New Business

- Budget Amendment
  - Recommendation of the Finance Committee is to move the sum of \$3,080,176.92 to the Expense and Revenue budget for the Fiscal Year 2021-2022 to continue funding the projects approved by the Foundation of the Carolinas but not yet completed.
    - Penny made a motion to accept the recommendation of the Finance Committee
    - Ed Stewart seconded
    - Penny Sheppard called for a vote; vote was taken, and the motion passed.
  - Recommendation of the Finance Committee is to re-appropriate Fund Balance in the amount of \$108,000 to the Expense and Revenue accounts for the internet at Historic Brattonsville in the amount of \$50,000 and Visitors Center roof in the amount of \$58,000.
    - Nancy Craig explained that money was being moved out of the Fund Balance to complete projects.
    - Richard stated that it was approved in last year's budget and went unspent and is being brought back out.
    - Penny made a motion to accept the recommendation of the Finance Committee.
    - Ed Stewart seconded

- Penny Sheppard called for a vote; vote was taken, and the motion passed.

## **Reports and Presentations**

- Richard Campbell presented Director's Report.
  - CHM site-wide visitation was 2,894 and year-to-date visitation totals through September at 15,063. Visitation last month was about 7% down, now it is about 7 ½ or 8%. It is not to be unexpected, however school groups began last week. Rock Hill School District 3<sup>rd</sup> graders will be working with MYCO and 4<sup>th</sup> grade at HB. The size of the groups has been reduced due to protocol to ensure social distancing etc. Moving forward, it is great news that the school groups are returning.
  - The CHM added 96 new memberships in September, with revenue for the month of \$2,485. Cumulative membership totals as of September 30<sup>th</sup> amount to 2,331 memberships in addition to 43 Curious Kids Club memberships. This fiscal year, the revenue totals \$13,810.
  - **Past Events**
    - Piedmont Pottery and Pickin' was an outstanding event, the feedback, from both social media and surveys, has been great. Attendance was at 576, which has been the largest in the last few years. Joe Mester did a preservation tour of Hightower Hall, great feedback from that.
    - Harvest on the Homestead was an event where we had to look at COVID-19 protocols. Volunteer resources have been low due to many not being comfortable with large crowds. We talked about what we could do with staff under COVID-19 protocols. We sold 450 advanced sale tickets and allowed up to 50 walkups. Tickets sold out. There were some pre-sales that did not show up, which gave more space for walk-ups. Numbers were close to 500. Social media feedback was fantastic and is an event that we will keep focusing on.
    - Carolina Grassland Seminar was an event hosted by Dr. Robert Carter from MYCO that took place at HB. Thirteen guests came for this event and it showcased a lot of the natural beauty of the site.
  - **Upcoming Events**
    - Boo-seum will be a timed ticketed three day event at the Main Street Children's Museum. It was originally planned for two days but sold out so fast that a third session was added. It will start on October 28<sup>th</sup> and run through the 30<sup>th</sup>.

- Harry Potter Science Saturday will be on November 6<sup>th</sup> from 10am-4pm. The tickets will be available for 450 visitors and are timed so that we can manage the number of visitors in the building at one time. Many of the activities have been moved outside and we do have a rain plan in place if needed. There are 101 tickets left and based on the trends that we have seen this event will most likely sell out. Staff and volunteers are dressing up as characters and we have debuted “talking pictures”.
  - The Southern Sound Radio Show will take place every Saturday evening from 6pm-8pm on South Carolina Public Radio, showcasing many of the musical artists that we have hosted at the McCelvey Center for the Southern Sound Series.
  - Kudzu Trail Race will be our first fundraising event since opening back up. It is from 8:30am-12pm on November 13<sup>th</sup> at Historic Brattonsville. There will be a 5K and an 8K. Volunteer Dave England has worked alongside the Operations Department getting the trails ready for this event.
- Brick House Opening has been a long progressing project. It has been restored to its mid-19<sup>th</sup> century appearance. It has been a major focal point in and around Historic Brattonsville. It showcases both the Brick House structure and the Store that served the community. It allows us to tell the Reconstruction story in a very honest and straightforward way. This project will allow us to discuss the history of the struggle for African Americans to obtain the rights afforded to them after the Civil War. The interpretive efforts will focus on 1871, a critical year in which the Ku Klux Klan reached Brattonsville. There will also be a major focus on Captain James Williams, who escaped slavery at Brattonsville in 1865 and later returned to advocate for the civil rights of those who had been enslaved. In 1871, Williams was lynched in the vicinity of the Bratton Store. The opening will be handled in segments.
- Family will have the opportunity to tour the Brick House at 11am on November 19<sup>th</sup>.
  - Bratton descendants and the African American Advisory Group will tour on November 20<sup>th</sup>.
    - At both openings, refreshments will be served and staff will be available to talk and offer answers to any questions presented. Staff will talk about the research that went into the exhibit and the history of it. The sourced material is from firsthand accounts and not interpretation. RSVPs will be sent out.
  - This exhibit will open to the public on November 23<sup>rd</sup>.

- The media alert will go out on November 9<sup>th</sup> and a more detailed press release will go out on November 22<sup>nd</sup>.
      - The media will be able to speak to staff and ask questions by appointment. Zach Lemhouse will be working with the family, Bratton descendants, and the Advisory board to give media insight if desired. It will be important to have that advance knowledge of the opening of the Brick House. COVID-19 protocols will stay in place until the end of the year.
- Things are still progressing with the Museum of Western York County. Collections was able to help Paul Boger submit the packet to the Abandoned Cultural Properties Board a month earlier than projected. We have been working with Paul to contact donors, whose items have no documentation, to see if they would be interested in donating them to the CHM. Storage of donated items is an issue as the 60ft perimeter at McCelvey cuts into the loading dock, as well as storage area. The elevator and stairs are also inaccessible, so there's no way to get up to the 2<sup>nd</sup> floor for storage. We will probably have to rent a climate controlled storage unit for a brief period of time. The issue is the shoring. The contract has been approved but the engineers have not been able to diagnose and repair it. After diagnosis we will know more about the boundaries of the barrier.
- **CHM Site Updates**
  - The HVAC replacement at the Historical Center was completed last month. There was an issue with the BAS system, which is a small computer that monitors communications between all of the systems. It was not in the quote and we will have to explore other outlets to replace it. It is not an urgency.
  - The paperwork was received for the exterior painting projects for Hightower Hall and the outbuildings. The work will begin soon.
  - We are supposed to be receiving the construction documents for both the Colonel Bratton house and Homestead House on October 29<sup>th</sup>.

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

- Institutional Plan Review
  - Richard Campbell presented the Institutional Plan Summary and made the full report available if requested. He explained that there

have been some skewed dates, due to COVID-19, but that was expected. Nonetheless, we have made progress. Over the course of this year staff has been a major focus, as well as how we meet our mission in difficult situations. We were able to move our programming to a virtual platform which has been a major effort from our staff. Some projects have been delayed, for example, branding. Branding has been done but we have been on a spending moratorium, very carefully monitoring money coming out of the Fund Balance. Our main focus was continuing to meet our mission, and provide programming to the community. Richard Campbell reiterated that CHM Priorities are guided by its mission, and the Institutional Plan encompasses the goal and strategies to accomplish this endeavor in measurable ways. There are three priorities with goals and strategies to guide the paths of CHM forward. Campbell read the Institutional Plan Summary aloud. Only updates to strategies were included in the review. As a whole, the CHM has made a great effort to continue our mission and serve the community. Penny Sheppard commented that COVID-19 shielded the fact that the Main Street Children's Museum was closed (due to repairs), as well as the constructions at Historic Brattonsville and the construction of the Ice Age exhibit at Museum of York County. When we reopened it was something that the visitors could look forward to and it became less frustrating. Richard Campbell commented that since reopening we have received so much positive feedback. There is definitely a new appreciation for the CHM and the tools acquired during COVID-19 and the reopening process. The staff continues to improve and will move forward.

*[Note: A full copy of the Institutional Plan Summary is attached to these minutes as Addendum B.]*

### **Commission Member New/Non-agenda Comments**

#### **Executive Session**

There was no need to move into Executive Session.

#### **Adjourn**

- Penny Sheppard entertained a motion to adjourn.
- Ed Stewart made motion.
- Luanne Kokolis seconded it.
- Adjourned at 8:08pm.

**Prepared by: Dabney Scholler**

**Submitted by: Nancy Craig, Secretary/Treasurer**