

Cayce Museum Commission Meeting Minutes 2 January 2019

Members present: A. G. Dantzler, Alice Brooks, Archie Moore, Cindy Peake, Dale Gaskins, Judy Corbitt, Leo Redmond, Marion Hutson and Mary Sharpe.

Also Present: City Manager Tracy Hegler, Municipal Clerk Mendy Corder, Museum Curator Jerry Kirkland and Museum Assistant Andy Thomas

- Commission Chairman Archie Moore called the Meeting to order.
- Commissioner Dantzler offered the invocation.
- Minutes from the 7 November 2018 meeting were reviewed. Commissioner Dantzler made a motion to accept and Commissioner Sharpe seconded the motion and the motion carried.
- Commission Chairman Archie Moore stated that no data concerning the Museums potential role in the 12,000 year park was discussed at the last River Alliance meeting.

- Museum Curator Jerry Kirkland

A. Christmas in Cayce was well attended

No accurate count of individuals attending our events is kept but it was estimated that attendance was over 100, with 57 attending the three lantern tour.

B. The Heritage Day and Unification was not well attended. The date was selected by our local Native American groups and it coincided with the South Carolina State Fair and a University of South Carolina football game.

C. In the future, no individuals will be directly reimbursed for expenses incurred in support of a City/Museum event. Items required to support an event will be procured in advance thru the City of Cayce procurement system or by Museum Curator Jerry Kirkland, making the purchase using his procurement card (provided by the City of Cayce). In general discussion, City Manager Tracy Hegler assured everyone that any purchase made (to date) in good faith will get reimbursed.

- D. A celebration Cayce winning the 1964 Dixie Youth World Championship will be held on August 16, 2019. Museum Assistant Andy Thomas added that players and staff from the 1964 team will be introduced at the Columbia Firefly baseball game. The Museum will have a booth at the game, three trophies from the championship (having been refurbished) and original uniforms will also be on display.
- E. We are still working on the firetruck with both volunteer and staff efforts and those will increase in the near future.
- F. City of Cayce staff member Robert is scheduled to assist us in a thorough cleaning of the Museum.
- G. We lost several items from our Native American display upstairs. City of Cayce Police were contacted immediately and the loss is being investigated. We have added locks to the affected showcases to prevent future losses.
- H. The Museum lost the opportunity to be a permanent host of Mr. Ross Beard's extensive collection of firearms to the Camden Museum.
- I. We have recently obtained several military uniforms to be used in upcoming displays.

- Andy Thomas, Museum Assistant

- A. Provided a draft rental and key policy for review. The Commission approved its use. Commissioner Gaskins added that a rekey fee for any keys held for more than five days should be deemed lost and lost key fee (\$25,00) should be added to pay for the rekey of the lock.
- B. Provided a copy of the museums reported monthly expense as provided by the City of Cayce.
- C. Provided a copy of the visitor worksheet tracking: attendance numbers, days/months as well as the state/region from where they reside.
- D. Stated that we should begin a "Strategic Plan" for the future of the Museum.

- Commissioner Brooks

- A. The Charleston basket is damaged and may need to be repaired.
 - B. Stated that upstairs is very dirty and needs not only cleaning but updating of the facility and displays.
 - C. Stated that we need to do more “Pre-Event” notifications of Museum activities. She asked the City Manager Tracy Hegler if we can do some self-promotion as a group. City Manager Tracy Hegler stated that it would be fine, but she would request that we staff it with the City, as we don’t want to send out duplicate or conflicting messages.
 - D. Stated that the Columbia World Affairs Council is very interested in using the Museum as meeting point for their meetings. More information will follow.
- A motion to adjourn was made by Commissioner Peake and seconded by Commissioner Brooks – the meeting adjourned.