Culture & Heritage Commission
Board of Commissioners Meeting
February 26th, 2019
6:00 PM
Museum of York County
Approved March 26th, 2019

Person Presiding: James Duncan
Members Present: Nancy Craig, Craig Lentz, Jeff Lyon, Penny Sheppard, Ed Stewart, Dale Dove
Members Absent: None
Ex Officio Members Present: Carolyn Mendenhall, Rick Chacon
Ex Officio Members Absent: None
Staff Present: Carey Tilley, Sarah Lewis, Cate Crane, Kevin Lynch, Teresa Armour, Alison Mallard, Joe Mester
Others: Michael Kendree, Patricia Hatch

Call to Order
Chair James Duncan called the meeting to order at 6:20 PM.

James Duncan called for a motion to approve the draft minutes of the January 22nd monthly meeting and the February 20th special called meeting; Craig Lentz so moved; Dale Dove seconded; no discussion followed; a vote was taken and the minutes were approved unanimously.

Calendar Review
• Duncan shared that the Development Director would present in March. In April the budget and the organizational chart will be presented.

Reports and Presentations
• Friends of Historic Brattonsville
  • Patti Hatch from the Friends of Historic Brattonsville gave a recap of her last presentation to the Commission. She noted that she had made a few requests at that time. She stated that since her last time addressing the Commission, the Friends had planned several events and that they were allowed to host one event, the painting party. Hatch continued by sharing her dissatisfaction with the communication with Brattonsville and CHM management. Hatch also expressed disappointment at how the Friends’ complaint was handled. Hatch answered questions from the Commission.
  • Hatch shared that the Friends of Historic Brattonsville has decided to dissolve, noting that there is not enough membership for the organization to continue. The Friends will be donating their equipment. All of their assets will be donated to projects headed by Joe Mester as they have full confidence that he will use the money in an appropriate manner.
  • Nancy Craig noted that she regrets that the Friends feel that this is what they need to do, noting that the Friends of Historic Brattonsville have donated over $100,000 to the site since the organization’s beginning. Carolyn Mendenhall echoed Craig’s sentiments.
Penny Sheppard noted that she hates that they are going from telling them about a problem to dissolving with not much of a chance to address the issue. Mendenhall shared that she was a member of the beginning of the Friends and they have had wonderful leadership throughout their existence.

- Dale Dove thanked Hatch for her report and for attempting to go through the proper channels on many occasions, noting that they have given Commission ample opportunity to address things and that he understood their decision.

- Pleistocene Hall Update
  - Teresa Armour gave an update on the Pleistocene Hall Project, including what has been completed to date and next steps. Armour offered to answer any questions that the Commission might have.
  - Sheppard asked if there will be any visual at the barricade. Armour noted that there will be a wall at the start of the hall with graphic panels that will tell people a little about the project and timeline. Sheppard also asked for a projected timeline for project completion. Armour noted that it would take 10 or so months once construction begins. Jeff Lyon asked if there will there be any teasers. Armour noted that there would be teasers, using social media to market and track the process and pique visitor interest without giving too much away. Dove asked if there were any deficits in funding. Armour noted that so far, the project is fully funded by the Foundation for the Carolinas and that some smaller items such as model skeletons and skulls will be included in some of the donor solicitation packages that will be going out. There was general discussion of marketing plans for the Pleistocene Hall.

[Note: A copy of the Armour’s slide show are attached to these minutes as “Addendum A”.

- Director’s Report
  - Tilley gave his monthly report to the Commission. Highlights included an update on attendance and group bookings, updates on various capital projects including the Brick House Restoration and the Hightower Hall repair, updates on the branding process, timelines for various projects, and an update on Pat Veasey’s book. Cate Crane also gave an update on progress with the repairs to the Main Street Children’s Museum. There was discussion amongst the Commission and staff regarding the Main Street Children’s Museum and the branding process.

[Note: A full copy of the Director’s Report is attached to these minutes as “Addendum B”.

Committee Reports
- Collections Committee
  - Committee Chair Craig Lentz presented the following Recommendation for Accession, noting that it was recommended by the Collections Committee:

Craig Lentz moved to approve the Recommendation for Accession as presented; Penny Sheppard seconded; no discussion followed; a vote was taken and the motion passed unanimously.
Lentz presented the following Recommendation for Deaccession as they are not appropriate to the mission of CHM and have been in storage for over 30 years:

- Tanned African mammal skins: Monkey and Springbok

Craig Lentz moved to approve the Recommendation for Deaccession as presented; Penny Sheppard seconded; no discussion followed; a vote was taken and the motion passed unanimously.

[Note: Copies of the Recommendations for Accession and Deaccession mentioned above are attached to these minutes as “Addendum C”.

- Finance Committee
  - Sheppard noted that the 990 was in the meeting packets for the Commissioners to review so that they can discuss it at the March meeting. It is due in May, so there is still plenty of time for review. She also noted that the balance sheet is in the packet.

- Governance Committee
  - Code of Ethics Pledge
    - Duncan asked that the Commissioners read, sign and return the Code of Ethics Pledge included in their packet to Carey by the next meeting.

Duncan called for a five minutes recess. The meeting reconvened at 7:50 PM.

**Old Business**

- FFTC Advisory Board – Dennis Getter Term Renewal
  - Tilley explained that the term for Dennis Getter on the Foundation for the Carolinas advisory board is up for renewal, noting that Getter is interested in continuing to serve. Duncan noted his support for Getter and asked if there was any opposition, there was none.

Duncan called for a motion to renew Dennis Getter’s term on the advisory board for the Foundation for the Carolinas; Jeff Lyon so moved; Penny Sheppard seconded; discussion followed regarding the length of these terms; a vote was taken and the motion passed with all voting in favor.

- Lowenstein Project
  - Tilley noted that Dale had forwarded an email where Gary Williams had withdrawn the offer of the space. Sheppard shared that she had spoken to Williams about the idea of promotional pieces and, based on their conversation, she thinks there may have been a misunderstanding that the branding funding was actually funding for the Lowenstein project. Sheppard noted that the conversation with Williams was productive and that she feels there was a true misunderstanding. Duncan and Lentz noted that the email was very clear. Dove noted that he was surprised, but not shocked, with the email. He expressed that he understands the frustration of the Lowenstein group, noting that they just want a firm answer.
Dale Dove moved to endorse to plan and explore the Lowenstein Project contingent upon funding of a full-time paid position, responsibilities of the position would be relationship building with the community, interpretive planning, fundraising, and the operation and facility management with the hopes that in the next year there can be an arrangement between the CHC and the City of Rock Hill with the responsibilities of each clearly defined with the Lowenstein Partners; Penny Sheppard seconded; discussion followed regarding the what the request from the Lowenstein Group is, the Anderson Car Loan, and a general consensus that there is no need to respond to the email; James Duncan tabled the motion for further discussion during Executive Session.

**New Business**
- Use of Pineapple Girl Funds
  - Tilley noted that the insurance funds received when the Pineapple Girl sculpture was broken can be used for the direct care of the collections. Teresa Armour went over the proposal for using $2,500 to aid in the removing, dismantling, wrapping, transporting and storing collections during the renovation of the Pleistocene Hall.

Penny Sheppard moved to approve up to $2,500 of Pineapple Girl funds for care and handling of specimens being removed from the African Hall; Dale Dove seconded; no discussion followed; a vote was taken and the motion passed unanimously.

Penny Sheppard made a supplemental motion that the funds would be moved from and to appropriate accounts as determined by the finance department; Dale Dove seconded; no discussion followed; a vote was taken and the motion passed unanimously.

- Vittles and Fiddles Alcohol
  - Tilley noted that staff had checked on the process for having beer trucks at Vittles and Fiddles. In SC you cannot have a third party come on the premises and sell. The organization having the event must hold the alcohol license.
  - Alison Mallard noted that SC DOR has a clause that if you are selling alcohol on your premises that the organization who has the premises is required to acquire the permit and accept the liability. Mallard also answered questions regarding volunteer training, serve safe certification, and the process of selling tickets for drinks.
  - Dove asked what the specific recommendation is for Vittles and Fiddles. Tilley stated that his recommendation is to not serve alcohol as it would require the CHC to accept the liability.

Dale Dove moved that beer and wine sales be a part of Vittles and Fiddles and the Southern Sound Series and that Tilley bring back a report at the next meeting of how that’s going to be done, have a legal opinion in writing as part of the presentation; Penny Sheppard seconded; some discussion followed regarding the date of the next concert; James Duncan tabled the motion for further discussion during Executive Session.

- IRS 990 FY 18
  - Tilley noted that the 990 was in the meeting packets for Commissioners to review and vote on at the March meeting.
James Duncan called for a motion to enter Executive Session to discuss a personnel matter involving the Executive Director, to discuss a personnel matter regarding the Lowenstein Project, and to discuss a legal matter regarding alcohol sales; Craig Lentz so moved; Penny Sheppard second; all in favor.

Duncan noted that there would be a five minute recess before entering Executive Session.

**Executive Session**
- Discussion of a personnel matter involving the Executive Director
- Discussion of a personnel matter regarding the Lowenstein Project
- Discussion of a legal matter regarding alcohol sales

**Reconvene to Open Session**
Duncan announced that the meeting was back in open session and that there would be two motions as a result of Executive Session.

Dale Dove moved to table his previous motion on the Lowenstein Project to give opportunity for the Lowenstein Group to make a particular ask of the Commission if that is something they wish to do; Penny Sheppard seconded; there was no discussion; a vote was taken and all voted in favor.

Dale Dove moved to direct the Executive Director to secure an alcohol permit for Vittles and Fiddles and the Southern Sound Series, and if either or both cannot happen for any reason then the Commission needs a legal opinion explaining why it can’t; Penny Sheppard seconded; there was no discussion; a vote was taken with all voting in favor except for James Duncan who abstained.

Craig Lentz made a motion to adjourn; Penny Sheppard seconded; no discussion followed; a vote was taken; the motion passed unanimously and the meeting was adjourned.

Prepared by: Sarah Lewis
Submitted by: Penny Sheppard, Secretary/Treasurer
Ice Age Carolinas

Exploring Our Pleistocene Past

Project Updates ~

- 100% Design Development completed December 2018
- Board materials include pages highlighting the design and content
- Bid documents anticipated to post in March 2019
- Request for Proposals: covers fabrication of main exhibit components
- Request for Bids: covers general construction, electrical, and mechanical work
- Materials and equipment staged for demolition, specimen transport and storage
- Preparations underway for in-house site work in March
- CHM member and public announcement of exhibit hall closing
- Contracts issued for models and taxidermy
- Taxidermy: llama and peccary mounts, restoration of existing mounts

Models: Mammoth, sabertooth cat, terror bird, giant beaver, muskox, tapir, and capybara
Addendum B

Culture and Heritage Museums
Director’s Report
February 26, 2019

Mission: to communicate and preserve the natural and cultural histories of the Carolina Piedmont, inspiring a lifetime of learning.

CHC Commissioners,
It has been a busy and wet winter. Capital and intermediate projects continue to move forward although some of the work over the last month has been devoted to less exciting internal processes and contract negotiations. Visitation and membership continue to take a hit because of the closing of the Main Street Children’s Museum. At Historic Brattonsville the high rainfall totals continue to take its toll on visitation not only at Christmas Candlelight, which all but lost both weekends, but also in school group cancellations. We are heavily booked going forward as long as the weather cooperates. Unhindered by the rain, the Museum of York County continues to be a bright spot as we head towards what is on pace to be another record year in attendance. Staff has now turned its attention to the budgeting process.

HB Projects
There are currently twenty projects funded by the Foundation for the Carolinas in various stages at Historic Brattonsville.

1. **Site Master Plan**: Completed

2. **Archaeological Evaluation**: Completed primary areas – holding funds in reserve for potential additional work identified through course of project.


4. **Paint Analysis of Original Structures**: Completed


6. **Bratton Brick House Interpretive Plan**: Completed

7. **1780 Farm Interpretive Plan**: Completed


9. **Construction of Education Area Restrooms**: Combined as Education Area. In negotiations (see Relocation of Bratton Academy).

10. **Original Slave House Preservation**: Approximately 95% complete.
11. **Original Dairy Preservation**: Approximately 95% complete.


13. **Col. Bratton House Furnishing Plan**: Completed.


15. **Homestead Furnishing Plan**: In progress


17. **Bratton Brick House Interpretation**: In progress. Video production company under contract and working on project.

18. **Col. Bratton House and Homestead Preservation**: Awaiting completion of A/E work.

19. **Additional Brick House Restoration**: Additional funds approved for Restoration discussed above. Currently finalizing contract with General Contractor whose proposal is under budget.

20. **Historic Brattonsville Land Acquisition**: Completed using FFTC funds as well as funding from York County Forever.

Other significant projects at Historic Brattonsville include:

21. **Hightower Barn Roof**: completed


23. **Brick Outbuildings Roof Replacement**: Completed for all four buildings not included above (Assembly Hall, “Weave House”, Kitchen, and Reconstructed Slave Cabin).

24. **Visitor Center Restrooms**: Quotes received from various subcontractors, completing paperwork.

25. **Septic Field Visitor Center**: Will not require replacement but may require simple grading to promote appropriate drainage.

26. **Septic Field Hightower**: Contractor identified – awaiting dry weather/ground in order to replace.
27. **Fencing McGill Barn Sheep & Hog Pen area**: Cutting boards in-house. Will begin replacing after Children’s Day on the Farm.

**MYCO Projects**

- **Ice Ages Exhibit (Pleistocene Hall)**: Our consultants have completed design work on the Ice Ages Exhibit and we have prepared a draft of a Request for Qualification with Bids (RFQ) for exhibit fabrication and installation. The RFP has been submitted to YC Purchasing for review. One a qualified firm has been selected we will need approval from the County Council before moving forward. Work on some of the models that will be in the exhibit is already under contract and underway.

- **McCelvey Restrooms**: The primary work by our various contractors has been completed. Facilities staff is working on completing a punch list including installing mirrors to finalize.

**McCelvey Projects**

- **McCelvey Windows**: With funding in place, staff has prepared a draft of a Request for Proposals for restoration and reinstalltion of the 146 windows at McCelvey. The RFP has been submitted to York County Purchasing for review.

- **McCelvey Sidewalks**: Work on the McCelvey Sidewalks has been completed.

**Main Street Children’s Museum**

- **General Contractor**: An RFP for an A/E firm to create the specifications for the General Contractor work at the Children’s Museum is currently posted.

- **Exhibits**: We are currently finalizing the contract with RedBox for Exhibit Fabrication and Installation.

**Historic Brattonsville Interns**
The *Friends of Historic Brattonsville* have contributed $3,000 to be used towards two paid preservation internships at Historic Brattonsville. The funds will be combined with $1,300 remaining from last year to enable us to hire two individuals for eight weeks. Their work will focus on the final woodwork projects on the Dairy and Original Slave Cabin.

**CAPCOM GO! The Apollo Story**
We have received a donation of $6,800 from the Getter Foundation to purchase a twenty-year license for the Planetarium Show: *CAPCOM GO! The Apollo Story*. CAPCOM GO! will be our featured show this summer as we build programming around the fiftieth anniversary of the first moon landing.

**IRS Form 990**
We received the final draft from of the 990 from the Green Finney team over the weekend following some minor revisions. It is included in your packet for Commission review.
Southern Sound Series
Attendance at our first two shows of the Southern Sound Series, The Travelin’ McCoury’s and the Gibson Brothers has been solid. The next show scheduled for March 9th featuring the SteelDrivers already has 500 seats sold and is rapidly approaching a sellout.

Branding
The York County Council has approved our contract with Mode: A Visual Agency. The contract has been signed for an amount not to exceed $95,000. We are currently awaiting their schedule and start date.

Catherine Ladd Biography
Pat Veasey has completed A Relentless Spirit, her biography on Catherine Ladd. We have received a proof copy and it should be ready for print in the very near future. Pat will debut the book at a special signing at Historic Brattonsville on March 30th.

Michael Scoggins
Our Historian and friend, Michael Scoggins is in ICU at Piedmont Hospital following surgery. Please keep him in your thoughts and prayers.

Thank you for your continued support of the museums and our mission. A list of recent and upcoming events follows this report.

Sincerely,
Carey L. Tilley
(Submitted Electronically)
Recent and Upcoming Events

Recent Programs and Events (January 1st through February 26th)

- January 1st @ CHM All Sites Closed
- January 2nd @ MYCO Wee Wednesday (Weekly Through May – MSCM Program)
- January 4th @ MYCO Early Explorers (Weekly through May for Members – MSCM Program)
- January 5th @ MYCO Wild Wonder Saturday
- Jan. 8th & 9th @ MYCO Homeschool Days
- January 8th @ MYCO Carolina Skygazers Astronomy Club (Monthly on 2nd Tuesday)
- January 12th @ HC Historical Center Open (Monthly on 2nd Saturday)
- January 12th @ HB Hog Butchering Day
- January 12th @ MYCO Telescope Clinic
- January 12th @ McCelv. Vittles & Fiddles
- January 12th @ McCelv. Southern Sound Series: The Travelin’ McCourys
- January 17th @ MYCO Teen Science Café
- January 19th @ HB Walt Schrader Trails open for Horseback Riding (Monthly on 3rd Sat.)
- January 22nd @ MYCO Carolina Piedmont Seminar Series: Beginning Bird ID
- January 26th @ MYCO Come Draw With Me
- February 2nd @ HB By Way of the Back Door (Saturdays in February)
- February 2nd @ MYCO Wild Wonder Saturdays
- Feb. 12th & 13th @ MYCO Homeschool Days
- February 15th @ McCelv. Vittles & Fiddles
- February 15th @ McCelv. Southern Sound Series: The Gibson Brothers
- February 16th @ MYCO Wild Wonder Saturdays
- February 19th @ MYCO Carolina Piedmont Seminar Series: Beginning Bird ID
- February 21st @ MYCO Teen Science Café

Upcoming Programs and Events (February 27th through March 31st)

- February 27th @ MYCO Wee Wednesday (Weekly through May - MSCM Program)
- March 1st @ MYCO Early Explorers (Weekly through May for Members – MSCM Program)
- March 2nd @ MYCO Seuss-a-thon (MSCM Program)
- March 9th @ MYCO Harry Potter Science Saturday
- March 9th @ HC Historical Center Open (Monthly on 2nd Saturday)
- March 9th @ McCelv. Vittles & Fiddles
- March 9th @ McCelv. Southern Sound Series: The SteelDrivers
- March 12th @ MYCO Carolina Skygazers Astronomy Club (Monthly on 2nd Tuesday)
- Mar. 12th & 13th @ MYCO Homeschool Days
- March 16th @ HB Walt Schrader Trails open for Horseback Riding (Monthly on 3rd Sat.)
- March 21st @ MYCO Teen Science Café
- Mar. 28-30 @ HB & McMcC SC Humanities Festival (Events at HB and McCelvey)
- March 30th @ HB Children’s Day on the Farm
- March 30th @ HB A Relentless Spirit – Pat Veasey Book Signing
RECOMMENDATION FOR ACCESSION

Temporary Custody ID: TC 197
Collection Type: Archives
Method of Acquisition: Donation

Name of Donor: Lynn Wallace member of White Rose Book Club


Overall Condition: □ Excellent  □ Good  □ Fair  □ Poor

General/Comparable Size of Collection
Seven 8.5 in x 5.25 in sized books. .077 Cubic Feet. Will fit into existing collection housing.

Significance/Ownership History  Mission Rating: 5 (Scale of 1 – 5; 5 matches mission 100%)
These 7 hand-made yearbooks will be added to RG-205 White Rose Book Club Collection that was donated in 2016. The club yearbooks currently span 1940-2011 and these additional yearbooks will document activities from 2011 to 2017.

The White Rose Book Club held its first meeting in November of 1938. This civic organization held fundraisers and helped to furnish the nursery at Divine Savior church in addition to functioning as a book reading club. The club’s yearbooks show club and member activities. The club is still active today and functions both as a book club and civic organization.

This donation is indicative of the long history of civic organizations in York County and specifically documents the activities of book clubs in York. Their yearbooks, minutes and membership lists provide helpful information to genealogists or others researching female citizens of York.

Potential Uses: X Research  □ Exhibition  □ Loan

Explanation of Use: These materials help document the social activities of female citizens in York and provide details of civic organizations. These materials may be used to write a history of book clubs or a short YC Magazine article.

Restrictions: None

Unusual Costs: None
Staff Recommendation (Signature & Title):

Nancy Santolo, Director of Archives

Date: 2-22-19

Director Recommends (Signature):

Date: 2/22/19

Approved by Culture & Heritage Commission on:

Signature, Title:  
Date:  

### RECOMMENDATION FOR DEACCESSION

<table>
<thead>
<tr>
<th>Accession number:</th>
<th>Collection Type:</th>
<th>Date of Accession:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1977.001.125=B</td>
<td>Natural history specimens</td>
<td>1977</td>
</tr>
<tr>
<td>(and another with no number)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Description of Object(s) & Condition:** tanned African mammal skins:
1) 1977.001.125=B Monkey (*Cercopithecus* sp.) in good to fair condition
2) Springbok (*Antidorcas marsupialis*) partial skin field collected by C. Hall in food to fair condition

**Method of Acquisition:** donation and field collection

**Legal Status**
*Appropriate museum staff has consulted to ascertain whether there are any legal restrictions that would limit the CHM's right to deaccession and dispose of the object(s).*

**Restrictions:** no known restrictions

**Justification**
*Specific reasons for recommending the deaccession of the object(s):* The specimens are not appropriate to the mission of the Culture and Heritage Museums and have been in storage for over 30 years.

**Does it complement another collection?** No

**Exhibit History**
*None of the items have ever been exhibited.*

**Does the object have possible future value as a loan or for exhibition?** No

**Can the object be used as part of a study collection?** No. Most have no pertinent field data.

**Publication History**
*N/A*

**Value:**
*Current estimated value and determining source:* The only real applicable values are for insurance purposes only, with a total curator's estimate of less than $100.00*
Proposed Disposition:
Transfer to:

CHM Department & Explanation:

Another museum/public agency: Clemson University vertebrate collection
Transfer via: Borrower vehicle (the specimens are already in possession of [on loan to] Clemson personnel).

<table>
<thead>
<tr>
<th>Sale</th>
<th>Donation</th>
<th>Exchanged for</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Carolina Piedmont specimens (fish, reptiles, mammals)</td>
</tr>
</tbody>
</table>

If transferred to public sector, transfer will occur via:
Public Auction  Dealer

Physical Destruction
Method & Explanation:

Details:

In accordance with the CHM's Collection Policy and AAM Code of Ethics, any proceeds derived from the sale of deaccessioned objects will be placed into a fund for the acquisition or direct care of CHM collections.

Collection Manager's/ Curator's Signature:  Date:

12 Feb 2019

Director's Signature:  Date:

02/19/19

ACTION TAKEN ON CURATOR'S RECOMMENDATION

Collections Committee:
Referred to CHM Board:
Disposition of Object(s):