



Summerville-Dorchester Museum

Minutes of Board Meeting

24 April 2018

Attending:

Board Members present:

Jim Grate, President

Blanche Fowler, Vice-president

Danny Hughes, Secretary

Jerry Bishop, Treasurer

Harry Blake

David Coss

Bob Mitchell

Frank deLoach

NOTE: Quorum present

Guests present:

Ken Battle, Ex-Officio Board Member and Co-Executive Director

Ed West, Co-Executive Director

Merle Hodges

Teresa Sims

Robyn Dudley

Linda Ensor

Pat Gerwig

Ella Bennett, Curator

Irene Carr, Librarian

Vivian Rose

Rutherford Smith

The regular monthly Board meeting was held at the Cuthbert Community Center at 105 W. 5th South Street and called to order by Jim Grate at 6:05 p.m.

Danny Hughes made a motion to approve the Consent Agenda. Motion received a 2nd. All present approved and the motion was adopted. The Consent Agenda consisted of the following:

Approved March minutes

Treasurer's Report as of 3/31/18

Committee Reports –

Publicity (Linda Ensor)

Volunteer Coordinator (Pat Gerwig)

None received from Marketing, Historian or Operations

Items to be moved to Full Agenda

Approval of Consent Agenda

Jim Grate presented a draft Administrative Manual for review that included guidelines, policies and statements. The Board is to review and provide comments. A volunteer's manual is in progress. The museum is presently without a lease, but the agreement is at the Town's attorney's office. Jim reviewed the progress made in complying with the fire marshal inspection and the Americans with Disabilities Act (ADA) inspection.

Guest Rutherford Smith gave a presentation to the Board regarding the relocation of the Dorchester County Archives and History Center and our potential merger. Highlights were to create an archives center for the region (4 counties) and have displays of objects from Dorchester County. Mr. Smith invited us to join with their committees and to visit their museum with their Board members. Summerville-Dorchester Museum Board members are to consider this request and be prepared to speak to the invitation at the next Board meeting.

Jim Grate reviewed the status of the budget and notified the Board that a new certified professional accountant would be writing the payroll checks, which will provide a significant savings. Exterior door locks have been changed and a new exit procedure was discussed. Harry Blake has procured a quote for the removal of the concrete machine pads in the pump room. There was discussion for a paid person to work on Saturdays. Ken Battle indicated he is no longer able to serve as co-executive director.

The Board selected the official logo of the museum, and discussed having it trademarked.

David Coss, from The Little Cottage Community Café, has chosen the museum for their May 18 "Give Back Friday". This means 10% of the proceeds that they take in that day will be donated to the Summerville Dorchester Museum. The Board thanked him for the generous offer.

Jerry Bishop made a motion for the Board to go into executive session. Motion received a 2nd.

The executive session ended at 8:25 p.m. with no actions taken.

The next monthly meeting will be held at the Dorchester County Library at 76 Old Trolley Road, Summerville, on the 22nd of May beginning at 6:00 p.m.

Submitted by Danny Hughes, Secretary