



Summerville-Dorchester Museum

Minutes of Board Meeting

22 May 2018

Attending:

Board Members present:

Jim Grate, President  
Danny Hughes, Secretary  
Jerry Bishop, Treasurer

Harry Blake  
David Coss  
Bob Mitchell  
Frank deLoach

NOTE: Quorum present

Guests present: Ed West, Executive Director  
Becky Grate  
Adrianna Barkey  
Vivian Rose

The regular monthly Board meeting was held at the Summerville Dorchester Museum at 100 East Doty Avenue 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 2<sup>nd</sup>. All present approved and the motion was adopted. The Consent Agenda consisted of the following:

Approved April minutes  
Treasurer's Report as of 4/30/18  
Committee Reports –  
    Volunteer Coordinator (Pat Gerwig)  
Items to be moved to Full Agenda  
Approval of Consent Agenda

In order for CompuPay to cease providing administrative services to the museum, they require the President to send them a letter stating such. Jim Grate will take this action.

Ed West gave a tour of the main gallery which has been undergoing extensive renovation, and provided details of where the new displays and artifacts will be located. Ed had an agenda item to purchase a historical photograph for \$613.00, but the owner of the photo agree to provide the museum a copy for

free. The African motif doll is at the Clemson University Restoration Institute for conservation. The cost for this conservation effort will cost approximately \$2000.00. The Edisto Indian Tribe gave a handmade paddle to the museum, and the Wassamasaw Indian Tribe is building a canoe for display.

Jim Grate reviewed the budget to date and Bob Mitchell made a motion to give the staff the same pay and increase their hourly wage to \$8.00, and that the Saturday employee receive an hourly wage of \$7.25 beginning 1 June 2018. The motion received a 2<sup>nd</sup>. All present approved and the motion was adopted.

The draft Administrative Manual the Board received last month was review and Danny Hughes made a motion to adopt the manual. The motion received a 2<sup>nd</sup>. All present approved and the motion was adopted.

The Board approved the advertisement (with a date correction) for the museum seeking a part time Office Manager for 6 hours of work on Saturdays.

The museum received a grant from the Junior Service League in the amount of \$381.35. David Coss will oversee the expenditures of this grant for publication of brochures.

The issue of the Usage Fee of the museum facility was discussed. Jerry Bishop made a motion to waive the Usage Fee for the genealogy group that meets on the 3<sup>rd</sup> Saturdays, when the facility is available. Discussion ensued and Bob Mitchell made a motion to charge \$3.00 per person or \$50.00 whichever is less, and to include any group wanting to meet at the museum. The motion received a 2<sup>nd</sup>. All present approved the amended motion and the motion was adopted.

The next monthly meeting will be held at the Summerville Dorchester Museum, 100 East Doty Avenue, Summerville, on the 26<sup>th</sup> of June beginning at 6:00 p.m.

Jerry Bishop motioned to adjourn; all present approved, and the meeting adjourned at 8:30 p.m.

Submitted by Danny Hughes, Secretary