



MINUTES
City of Hartsville, South Carolina
Museum Commission Special Meeting
Wednesday, November 14, 2018 –6:30PM
The Edition at the Hartsville Museum—221 North Fifth Street

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON November 8, 2018 AND DULY POSTED AT THE HARTSVILLE MUSEUM, AN ACCESSIBLE FACILITY.

Members present: Chairman Dr. Mac Chapman, John Nichols, Patty Holley, Phyllis Fields, Paula Alvarez, Jud Elvington and Sue Brand.

Members Absent: Colin Hungerpillar and Steve Tinney

Staff: Kathy Dunlap, Museum Director, Andrea Powell, Museum Manager, Gina Tiller, City of Hartsville Operations Manager

Call to Order

Chairman Dr. Mac Chapman called the meeting to order at 6:35 pm.

Unfinished Business

None

New Business

1. The minutes of the August 15, 2018 meeting were read and approved as written and then signed by Chairman Dr. Chapman.
2. Museum Director Kathy Dunlap gave an update on the revenue earned from the Darkside Tours in late October. A total of \$2,780.00 was collected from ticket sales. These funds were deposited into the Hartsville Museum Commission Account. Dunlap reported that public feedback to the event has been favorable. Suggestions received from the public on ways to “grow” the event were discussed with Commission members. Dunlap also gave an update on rentals booked at The Edition for fall and Winter.
3. City of Hartsville Operations Manager, Gina Tiller gave everyone a handout of the museum’s vision statement and Long range plans from 2010. Gina copied a technical leaflet sent out by the American Association for State and Local History about DIY Strategic Planning for Small Museums. The group agreed on a planning session scheduled on the same day as the regular February 20th meeting. The time will be from 4:30 PM to 7:00 PM at The Edition. All Museum Commission Members are expected to attend this important session.

Adjournment

The next regular Museum Commission meeting is Wednesday, February 21, 2018 at The Edition, 221 North Fifth Street.

Museum Commission Chair

Attest: _____
Kathy Dunlap, Recording Secretary