



SOUTH CAROLINA HISTORICAL SOCIETY

*165th Annual Meeting
June 11, 2020 via Zoom Virtual Meetings*

AGENDA

Call to Order/ Welcome – Dan Ravenel, President of the Board of Managers

Explanation of Virtual Meeting Procedures – Faye Jensen, Executive Director

Approval of February 9, 2019 Meeting Minutes – Dan Ravenel

President’s Report– Dan Ravenel

Presentation of 2020 Budget – Andy Westbrook

State of the Society Report/Awards – Faye Jensen

Bylaws Revision – Bill Davies, 2nd Vice President

Election of Officers and Board Members – Bill Cain

Introduction of New Board Chair – Dan Ravenel

Remarks and Introduction of 2020 Board – Emilyn Sanders

Old Business – Emilyn Sanders

New Business – Emilyn Sanders

Adjournment – Emilyn Sanders

MINUTES OF THE 164th ANNUAL BUSINESS MEETING*
February 9, 2019 Founders Hall, Charles Towne Landing Charleston, SC

President Daniel Ravenel called the 164th Annual Business Meeting to order at 11:00 am.

A quorum being present, Mr. Ravenel called for the approval of the minutes from the annual meeting held on March 10, 2018. The motion was made, seconded, and the minutes were approved.

Mr. Ravenel presented the President's Report. He commented on the Society's eventful year including the September 2018 opening of the South Carolina Historical Society Museum and all that it entailed. The Museum has welcomed 1,300 guests since its opening and the Archives assisted 500 researchers since September 2018. Mr. Ravenel went on to discuss the active engagement of the Board of Managers of several committees including Programs, Membership, Development, Fundraising, and Strategic Planning. He then went on to issue a call for volunteers at the Museum. Mr. Ravenel continued by announcing an exciting new initiative for affiliate memberships which are available for organizations throughout the state and encouraged members to give memberships to friends and family. As we approach the 350th anniversary of the settlement of Charleston, Mr. Ravenel acknowledged that the South Carolina Historical Society is taking a leadership role in commemorating that event.

Treasurer H. Laurence Fritz Jr. presented the Financial Report. He discussed the Strategic Plan and new outreach efforts in Education, Membership, and Museum business. He reported predicted investments and operating losses and a strong balance sheet. He also noted the investment that the SCHS has made in restoring the Fireproof Building. Treasurer Fritz reported \$1.5 million in debt and a campaign to raise money to pay off the debt. He said that the endowment is valued at \$6 million.

Executive Director Dr. Faye Jensen delivered the State of the Society Report. Dr. Jensen reflected on the differences and changes of the Society in 2007 and 2018, citing 2018 as a monumental year. She noted that access to the collection and outreach have never been as strong and reflected that reaching this point has required many years and much effort by the staff and membership. The Society has securely arrived into the 21st century.

Dr. William Cain, Jr. then moved to accept the following nominees for board terms as well as the executive slate:

Executive Officers:

President – Daniel Ravenel
1st Vice President – Emilyn C. Sanders
2nd Vice President – William S. Davies, Jr.
3rd Vice President – Margaret H. O'Brien
4th Vice President – James C. Thompson
Treasurer – R. Douglas MacIntyre
Secretary – Andrew Westbrook, III

Board of Managers:

For a Second Three-Year Term on Board of Managers:

Valinda Littlefield – Area IV (Columbia)
John M. McCardell – Area III (Beaufort)
Bernard Powers – Area I (Charleston)

For their first Three-Year Term on Board of Managers:

Les Cotter – Area IV (Columbia)
Samuel Galloway – Area VII (Spartanburg)
Martin Klaper – Area III (Spring Island)
Harry B. “Chip” Limehouse, III – Area V (Aiken)
Katherine LaMaster – Area I (Charleston)
Graham Osteen – Area II (Georgetown)
Rick McGeorge – Area I (Charleston)

There were no nominations from the floor. Both motions were passed.

There was no old business.

There was no new business.

The meeting was adjourned by Mr. Ravenel at 11:40.

**The minutes for the 2019 Annual Business Meeting were based on the agenda and staff reports and are not intended to be verbatim.*

2020 BUDGET
(Revised May 21, 2020)

	COVID-19 Budget 2020
Ordinary Income/Expense	
Income	
Membership	
45000 · Regular Membership Dues	\$ 77,956.00
45010 · Proprietors Council Dues	\$ 91,223.62
45020 · Business Council Dues	\$ 6,250.00
Total Membership	\$ 175,429.62
Contributions	
45110 · Contributions/Gifts	\$ 10,796.75
45120 · Donations / Gifts/ Annual Appeal	\$ 11,500.00
45140 · Development Contributions	\$ -
Total Contributions	\$ 22,296.75
45300 · Interest Income	\$ 112.70
45600 · Programs - Income	\$ 9,730.23
46200 · Photocopies Income	\$ 1,694.00
46400 · Printed Publications	\$ 10,021.00
46401 · College of Charleston	\$ 30,000.00
46500 · Carologue Advertising	\$ 750.00
46501 · Magazine Advertising	\$ 800.00
46800 · Library/Research Services	\$ 2,700.00
46850 · Visual Material Services	\$ 1,472.00
47000 · Other Income-Royalties, AAC, Postage	\$ 1,950.00
49500 · Grants	
Kellogg Retirement Fund	\$ 7,500.00
350th State Grant	\$ 84,000.00
GDDF Grant Match	\$ 14,940.00
SBA Disaster Loan	\$ 10,000.00
SBA PPPL	\$ 142,541.00
Coastal Carolina	\$ 6,900.00
Total 49500 · Grants	\$ 258,981.00
Total Income	\$ 515,937.30
Expense	
51800 · Salaries	\$ 416,188.71
52000 · Payroll Taxes/Fees	\$ 38,393.60
52200 · Publications	\$ 42,830.33

52400 · Library Purchases	\$ 766.34
52410 · Research Services	\$ 1,622.00
52600 · Collection Supplies	\$ 2,454.62
52700 · Security/Fire Contracts	\$ 3,147.50
52800 · Building Upkeep	\$ 1,915.15
53000 · Utilities	\$ 7,296.75
53200 · Telephone & Internet	\$ 8,036.61
53400 · Office Supplies	\$ 1,012.66
53600 · Janitorial	\$ 3,136.60
53800 · Stationery & Printing	\$ 1,757.19
54000 · Photocopying	\$ 2,368.15
54100 · Dues and Subscriptions	\$ 1,370.22
54200 · Postage	\$ 8,730.69
54300 · Advertising/PR	\$ 29,675.00
54400 · Employee Insurance	\$ 23,707.82
54500 · Insurance - Bldg./Collections	\$ 43,865.00
54600 · Bank Service Char. & Fees/Misc.	\$ 1,501.21
54800 · Fundraising/Membership	\$ 10,325.66
55000 · Programs - Expense	\$ 10,352.38
55100 · Training	\$ -
55200 · Travel	\$ 2,744.45
55201 · Employee Development	\$ 249.96
55600 · Employee Parking	\$ 3,664.00
55650 · Volunteer Parking	\$ 600.00
55700 · Professional Fees	\$ 33,950.00
56200 · Staff Retirement	\$ 27,678.92
56300 · Equipment	\$ 750.00
56400 · Computer/Technology	\$ 9,959.96
56450 · Exhibits	\$ 164.14
59900 · Misc./Non-Budgeted 350th	\$ 30,500.00
Total Expense	\$ 770,715.62
Net Ordinary Income	\$ (254,778.32)
Building Income/Expense	
Building Income	
47400 · Museum Programs	
47401 · Field Trips & In-House Programs	\$ 165.00
47402 · Outreach/Trunks/Exhibits	\$ 1,382.50
Total 47400 · Museum Programs	\$ 1,547.50
47200 · Retail Income-Gift Shop	\$ 2,095.00
47201 · Retail Income-Online	\$ 3,025.00
47300 · Museum Tickets	\$ 9,667.50
47350 · Museum Events	\$ -
47351 · Fundraisers	\$ -
47352 · Building Rental	\$ 1,682.90

47353 · Conference Room Rental	\$ -
Total 47350 · Museum Events	\$ 1,682.90
Total Building Income	\$ 18,017.90

Building Expense

51810 · Museum Salaries	\$ 160,112.54
52010 · Museum Payroll Taxes	\$ 11,627.60
52011 · Museum Payroll Processing Fee	\$ 821.62
53010 · Museum Utilities	\$ 14,037.82
53401 · Museum Office Supplies	\$ 150.00
53601 · Museum Janitorial	\$ 5,138.04
53651 · Elevator Opts/Inspections	\$ 300.00
53652 · Grounds	\$ 900.00
54301 · Museum Advertising	\$ 23,700.00
54401 · Museum Employee Insurance	\$ 13,800.00
54606 · ShopKeep Fees	\$ 1,067.30
55150 · Museum Operations NEI	\$ 881.66
55175 · Education	\$ 1,997.90
55202 · Museum Travel	\$ 998.41
55203 · Museum Employee Development	\$ -
55601 · Museum Parking/ volunteers	\$ 597.00
56000 · Retail Inventory	\$ 2,469.19
56201 · Museum Retirement	\$ 6,990.13
57351 · Events and fundraisers	\$ 20.70
57352 · Building Rental	\$ 8.71

Total Building Expense **\$ 245,618.62**

Net Building Income **\$ (227,600.72)**

\$ (482,379.04)

Assumptions

1. Limited GSA 2020
2. Development Director onboard 2021
3. Limited reopen June 1
4. Program focus 2021
5. Carologue and Magazine one each on 350th
6. All Supplies & Purchases limited
7. Janitorial increase for sanitizing
8. Additional Fees Baldwin for PPPL
10. Advertising is 90% 350th & grant
11. No furloughs Until 3rd and 4th Quarter
12. No training or employee development
13. Adjustments in 3/4 Qtrs. based on actual data

NOMINATIONS

THE NOMINATING COMMITTEE RECOMMENDS THAT THE FOLLOWING INDIVIDUALS BE ELECTED OFFICERS OF THE SOUTH CAROLINA HISTORICAL SOCIETY:

Chair – Emilyn C. Sanders

Vice Chair – William S. Davies, Jr.

Treasurer – Andy Westbrook, III

Secretary – Kester S. Freeman, Jr.

THE NOMINATING COMMITTEE HAS RECOMMENDED THE FOLLOWING INDIVIDUALS FOR THE BOARD OF MANAGERS:

For a Second Three-Year Term on Board of Managers

Bernie Hood, Charleston

For Their First Three-Year Term on Board of Managers

Randy Eaddy, Winston Salem, NC

Flavia Harton, Greenville

William McKinney, Raleigh, NC

Glenn Oxner, Greenville

Alex Pappas, Charleston

Minor Shaw, Greenville

Alec Taylor, Charleston

Submitted by Bill Cain, Chair of the Nominations Committee