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## Meeting Minutes

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**January 5, 2022**

### **In Attendance**

Elyse Butler – President  
Elizabeth Srsic – Vice President  
Juliana Sims – Treasurer  
Billie Stultz – Secretary  
Glenda Anderson  
Kathryn White  
Jeff Freeman  
Laura Seifert  
Sabrina Saturday  
Tara Kelsey  
Katie Epps  
Stephanie Lukowski  
Wilma Wheten  
Jamie Credle  
Kara Bridgman-Sweeny  
Robin Gunn  
Chris Sergi

### **Institutional Updates**

#### **GHS – Elyse Butler**

GHS is reopening to the public starting at 10 am on January 19  
Went through CMA files and found a press release for the first Super Museum Sunday. Sunday, March 5, 1989

#### **GA Historical Records Association / CEMA + SHER - Glenda Anderson**

She will continue to work with CEMA regardless of SHER outcome and will be discussing more in the agenda

#### **Juliette Gordon Low Birthplace - Elizabeth Srsic**

The birthplace is shut down until January 14 for regular annual cleaning and maintenance and will reopen with new programming.

#### **Savannah African Art Museum - Billie Stultz**

Partnered up with the SSU Black Heritage Festival for February 2022 workshops and programming.

Our new exhibit is launching on February 2, 2022 - Culture, Currency, and Continuity: Cowrie Shells in African Art.

**GHS - Sabrina Saturday**

Adding on to research center updates mentioned above by Elyse.

Reminder about Super Museum Sunday on February 6, 2022 12pm - 4pm

**Davenport House Museum - Jeff Freeman**

Taking down Christmas decorations at the museum.

Preparing for the start of the post-holiday season

**Georgia Southern Museum - Stephanie Lukowski**

Georgia Southern is operating at normal capacity. All programming is online via YouTube

Georgia Southern Museum just started a Youtube page with their Graduate Students. Follow the link below to like and subscribe.

<https://www.youtube.com/channel/UCIZr8Xu2OguGD4Mt5ksEnDg>

**American Prohibition Museum - Juliana Sims**

Confirmation that their institution will be participating in Super Museum Sunday

**Massie Heritage Center - Tara Kelsey**

Just took down Christmas.

Massie is at full operations and has revamped their Girl Scout and Troop-tivities for the 110 Anniversary

**Individual Member & Volunteer at the Davenport House Museum - Wilma Wheten**

Generally cannot do Wednesday meetings but wanted to say hi and is most interested in the GHS opening the research center to continue research on the 7 ladies who started the HSF with the Davenport House Museum

**Palmetto Bluff Conservancy- Katie Epps**

Now at the Palmetto Bluff Conservancy formerly at the Hayward House Museum

All events are online, however, the institution is open for in-person visits.

Conservancy does land management, history, archeology, and biology research.

**\*\*Glenda wants a future presentation on the Conservancy**

**Davenport House Museum - Jamie Credle**

Booklet Jeff put together about the civil war through the eyes of the Davenport Family.

Moving the gift shop and offices from the basement of the Davenport House Museum to the Kenedy Pharmacy next month (February 2022).

By next Christmas so the Slave Exhibit will be installed in the basement area of the house.

**Laboratory of Archology at Georgia Southern University - Kara Bridgeman-Sweeny**

Starting spring semester. Working with students on local history and archeological history.

**Andrew Low House Museum - Chris Sergi**

Closed from the 8-18th for maintenance on soffits

Lots of groups confirmed for the spring via Ginger Gramh Savannah tour guide

Getting ready for Antique and Architecture weekend

**Ossabaw Island Foundation - Robin Gunn**

Ossabaw Island Foundation is offering 5 public trips to the island until March.

<https://ossabawisland.org/visit/trips-and-events/>

Artist Day Trip to Ossabaw Island February 5

<https://www.eventbrite.com/e/get-creative-on-ossabaw-day-trip-to-ossabaw-island-tickets-168773763871?utm-campaign=social&utm-content=attendeeshare&utm-medium=discovery&utm-term=listing&utm-source=cp&aff=esch>

Super Museum Sunday Day trip - Sold out - Only fee is for transport to the island.

President day weekend 3-night retreat

End of march North-end History Tour.

January 20 - At the Armstrong Center (old Publix grocery store complex)

What we learned from Sandy Life and Legacy of Elenor Sandy Torrey-West  
screening of a documentary called Island visions on Sandy.

**Fort Pulaski National Monument - Laura Seifert**

No working microphone. Says hello and no updates in chat

**Juliette Gordon Low Birthplace - Kathryn "Kat" White**

The birthplace is shut down until January 14 for regular annual cleaning and maintenance and will reopen with new programming.

2022 Speakers and Panels on disability awareness topics - will be available virtually

**Topics Discussed**

**Approval of the minutes**

Motion to approve from Elizabeth Srsic

Motion Passes

**Calendar Updates**

For updates to be placed on the calendar, please email [cmasecretary84@gmail.com](mailto:cmasecretary84@gmail.com) with the subject line *Calendar Updates* to have events be put on the website calendar.

**Treasurer's Report**

Audit Committee Meeting scheduled for this month. Committee members check your email for updates. Going back a few years of logs.

November - January: Income of \$60 from membership fees. \$20 from the Website. \$30 for the Kiah Fund.

The only expense is \$29.98 for 2 months of zoom for October.

Beginning Balance on September 30,

2021.....\$9,399.15

Income:

Membership

Fees.....  
..\$60.00

Website

Fund.....	
.....	\$20.00
Kiah Fund.....	
.....	\$30.00
Total Income.....	
.....	<b>\$110.00</b>
Expenses:	
December	
Social.....	
.....	\$57.90
Zoom Membership (October 31, 2021).....	\$29.98
Total Expenses.....	
.....	<b>\$87.88</b>
Ending Balance on October 31, 2021.....	<b>\$9421.27</b>

Need to vote on what to replenish the Kiah Fund. The only money that was taken out was the \$100 donation to the Kiah House in June of 2021.

Gabbie and Juliana are trying to figure out the exact amount that is in the Kiah House Fund but there are complications due to lack of accessibility to the physical banking accounts.

Elyse: In the past, we have typically voted on an amount between 10-15%

Robin: Asks about clarification on the Kiah Fund is the Kiah House fund or internal within CMA?

Elyse: confirms that this is our internal fund.

Robin: Is the \$9420.27 balance include the Kiah fund balance? Or is there another account somewhere else?

Elyse: In the process of separating out the Kiah fund from the full balance due to absences of past treasures. We are working to get access through the bank to our accounts and account information to see how much was approved from the previous year. However, we do have access to the funds themselves. The \$9420.27 includes the operating budget and the Kiah Fund.

Robin: If we don't know how much is operating and how much is Kiah it seems hard to determine how much we actually have to give to the fund from the operating budget.

Elyse: Once we find have access to the accounts and can determine how much is in the operating budget v the Kiah fund, we will move the approved percentage from the operating budget to the Kiah fund.

Robin: So we know we have \$9420.27 but we don't know how much is Kiah and how much is operations. So if we give say 10% to Kiah it will be coming from the \$9420.27?

Elyse: No that 10% is not coming from the \$9420.27 it will be coming from the operations budget numbers once access is granted.

Glenda: I understand Robin's Question. In past years, the Kiah Fund was reported separately from the operating budget. So what is being said is somewhere along the line of the change of the treasurer position those became combined because former treasurer's lost count of how much was in each account. And the percentage donated was figured on the operating budget, not on the total of the money in the bank. The last amount that was the Kiah Fund needs to be

tracked down then the percentage needs to be figured.

Elyse: Yes, exactly. There is a motion on the table to move 15 percent or we can table this until next month when there is an actual financial number available from the operating funds.

Elyse: Jamie made a motion to put 15% into the Kiah fund for professional development and Katie seconded the motion in terms of the chat log.

Glenda: Amend the motion to say the following, "When the distinction between the Kiah Fund and the operating budget is made then the 15% is levy only on the operating budget portion of our balance." Upon this amendment, Glenda votes to approve the motion of fund distribution.

Elyse: Jamie has amended to include only the operating portion with a second by Tara.

Vote: Yay - 17 Nay - 0

### **SHER Vote - Committee Formation in CMA**

November we held a vote to form a committee for SHER with CMA members. There were not enough members who voted to reach Quorum to even have a decisive vote.

With the responses that we did receive, it was negative, with not wanting to form a committee. This could be a sign of the times that everyone is stretched so thin that no one could add on another committee to CMA since we are already having trouble getting our normal committees filled. Because Quorum was not reached, it is recommended that this discussion be tabled and voted again next membership year where we will be in person so a quorum can be established. We can add our CEMA contact to our listserv.

To consider is CMA the right platform for this committee? Many feedback comments were that CMA Membership is typically not the people who CEMA people would be dealing with or being in contact with in terms of institutional decision making. This is better suited for the HR or Facilities people in each individual institution.

Jeff: Many people of CEMA put in a lot of work to establish SHER and it was for the benefit of the museum community. At one time all of the senior members of these institutions were CMA members. A lot of work was put into SHER and it is a good resource to have it would be a shame to lose it, but agrees it is the sign of the times.

Glenda: Called to a meeting next week by Mark Adams and Seth Sawyer who are the Cultural and Historical primary points of contact for CEMA. They are doing a series of meetings from CEMA with all of their emergency support functions which we are number 19 - culture and historical - These are to assess the help for the ESF Constituency within the community. Emailed task list from Denis Jones and Randal Mathews the deputy directors of CEMA. Glenda can help assist in weak spots but many institutions from CMA have not provided updated contacts. The biggest problem is what Elyse said, many of our members are not institutional directors. She is going to explain to them that CEMA is going to have to contact each director via the EOC to put the fear of God into them so to speak. Help is needed when disaster hits but otherwise, no one wants to focus on Emergency Management. The focus needs to be on Facility directors and management, not programs, which CMA is primarily focused on.

### **Conservation and Preservation Workshop Scholarship from the Georgia Archives**

Georgia Archives are looking for institutions and individuals to sponsor the registration of at least 1 attendee to their workshop series. This is something that our membership should look at to see if this is something that we want to donate to. However, since we do not have the exact numbers on the Kiah fund amount right now, a motion will not be made right now.

Glenda: There are a series of four workshops they offer annually. This first one is the most general and introductory and covers archive, artwork, and artwork conservation. We don't choose who goes, you have to apply and be accepted into the workshop series. Should you be accepted, the travel expenses for this professional development will be covered by the Kiah fund.

Elyse: The registration fee is \$200 with the Kiah fund you are able to apply once per membership year or awarded once per membership year, and that is up to \$300.

Robin: Unclear from email. Are the dates, will they be the same as 2021?

Glenda: No the dates have not been set and once they are they will be sent out along with the topics of the workshops.

### **Program Discussion - Elizabeth**

The previous topic was going to be on Things in life that are important to us and things that we think are important to the institutions that we work for and see where they overlap and where they don't. That doesn't translate on Zoom and we are going to table it and talk about the upcoming programs for this membership year.

These programs listed below will work in-person and virtually should meetings continue to be online.

### **February 2022 - The AAM is hosting Museums Advocacy Day**

The whole month of February the AAM is putting out a series of webinars and seminars.

The program suggestion is to watch one of the programs for our membership meeting. One of which is on how to leverage social media for advocacy for your site. This will be followed by a discussion.

Each Wednesday at 2 pm est. the AAM is webinars on various topics and Elisabeth offered to register for those and stream them for those in our membership who wish to watch and participate.

#### **AAM Workshop Lineup:**

**February 2:** Storytelling Workshop: Talking About Your Museum's Impact

**February 9:** Making the Case with Critical Data

**February 16:** Advocacy Deep Dive: How to be an Effective Museum Advocate

### **March 2022 - Workshop about Primary Sources**

GHS received a grant from Teaching with Primary Sources, which is the arm of the Library of Congress that is geared towards educators to get them to incorporate primary sources in the classroom. The biggest question that is asked is "What is a primary source and how can they be incorporated?"

This grant funds programing and professional development to educate on primary sources and how to use them in the classroom and in research.

This program will address how, we as cultural and historical institutions, use them in our programming to the public and educators.

### **April 2022 - Accessibility**

Kat mentioned in her updates that the Juliette Gordon Low Birthplace is doing a series of talks

on accessibility with a tour of the Birthplace to see their accessibility renovations. There will be a discussion on how to make your institution more accessible with a large budget to a small budget.

### **May 2022 - Membership Showcase**

### **June 2022 - Awards Ceremony**

Glenda: Could information be sent from Elizabeth about the February events? This would be shared with a disability group with the Russell Library at the University of Georgia Campus to handle their archives and there may be a wider audience for this.

Kat: Asks Glenda to Encourage their participation in the April workshop because a certain number of attendees is required to fulfill grant program funding requirements.

Elizabeth will email out all of the details for the April programming that is going to be held at the Juliette Gordon Low Birthplace.

Kat: Could the Kiah fund be used for the February programming to bring programs to CMA?

Glenda: The Kiah fund could reimburse the payment for the programming if it is approved.

Elyse: Certainly this programming can be paid for by the Kiah fund to reimburse Elizabeth so she can register. Keep a record of the receipt.