

PALMCOP Board
Meeting of 5 April 2006
Seibels House, Historic Columbia Foundation, Columbia

Present: Grace Cordial, Felicia Yeh, Heather South, Josh Gillispie, Tally Johnson, Marie Martin, DebbieLee Landi, Nancy Sambets, Sheila Washington

Call to Order: Meeting was called to order at 11:00am by Chair Grace Cordial.

Board minutes of September 27th were approved. Annual Board meeting minutes will be approved at 2006 Annual Meeting. Board minutes of January 3rd were approved with spelling correction of DebbieLee's name.

The Board recognized, Heather South of SCDAH, she is the Preservation Officer and liaison with PALMCOP.

Treasurer's Report: Nic Butler was unable to attend but sent a report showing current balance of \$9568.54. Income from membership renewals was \$390.00. There are 52 member organizations.

Issues:

Saving the NHPRC – Roy Tryon asked for letters to be sent and motion was made and approved for Grace Cordial to write and send letter from PALMCOP.

PALMCOP logo design – DebbieLee Landis, Marie Martin and Nancy Sambets brought in design ideas. They are the new logo committee formed to work on design options to bring to the next meeting. It was decided that the new logo design will be taken to the Annual Meeting for membership approval.

Datalogger Sharing Procedure –

Tally Johnson has drafted loan use forms.

Marie Martin has sent letters and visited local sites.

[DebbieLee Landis made an announcement and will create a flyer. \(Strike from the minutes\)](#)

Felicia Yeh requested procedures on how to use datalogger.

DebbieLee Landis will ask Alan Burns to have step by step instructions prepared since they use the same HOBOS.

Will promote datalogger program at the Annual Meeting.

Motion made that District Representatives come up with procedures and forms for sharing dataloggers and bring to next meeting.

District Representative activities:

Tally Johnson – emailed local members to renew membership, tried to get new members, will do site visits if requested.

Marie Martin – visited various sites and calling local organizations to let them know about PALMCOP and dataloggers.

Grace Cordial suggested contacting local churches as well.

Felicia Yeh – talked to Jeanette Bergeron to be on focus group for SHRAB.

Annual Conference ideas:

1. Disk recovery with Mr. Paolini.
2. Presentation on dataloggers.
3. Prepare community resources for disaster – have FEMA talk about forms, paperwork, and other steps involved when a disaster strikes. Grace Cordial will contact FEMA.
4. Contact Antiquarian Society to talk about rare books and inks.
5. Session on how to handle patron requests.

Discussion regarding PALMCOP becoming member of other organizations such as SCLA, SCAA, SCDAH Friends. Send list of potential organizations with fees to Grace Cordial for consideration. Board will continue to mull the idea.

Possible dates for Annual Meeting are November 9th or 16th. Heather South will check on availability. Plan to use the Wachovia Room and hallway for food set up.

Other:

DebbieLee Landis – wanted to know who is responsible for website and updates. She will collaborate with Heather South since someone at SCDAH keeps the website for us.

Chair Grace Cordial made a motion to call Executive Session, 2nd by DebbieLee Landis. Tally Johnson made a motion to end Executive Session, 2nd by Marie Martin.

Next Meeting: Not determined. The next meeting will be held in July.

Meeting adjourned at 12:30pm. Several Board members stayed to tour HCF sites.

Respectfully submitted,

Nancy Sambets
Secretary