

# **Committee for the Restoration and Beautification of Randolph Cemetery**

Modjeska Simkins House, 2025 Marion St., Columbia, SC

Meeting Minutes

January 21, 2010, 6:00pm

Attendees: Carlos L. Smith-President, Cornell H. Boyd-Treasurer, Maeward Belk-Secretary, Regina Monteith, Sandra Mitchell, Traci Collins, Emma Myer

## Call to Order

President Carlos Smith called the meeting to order.

## December 8, 2009 Meeting Minutes

The minutes of the December 8 meeting were distributed and approved with necessary corrections.

## Treasurer's Report

Cornell Boyd reported the balance at First Citizens Bank at the end of December was \$2,164.98. The only transaction since then was an automatic draft payment to the City of Columbia in the amount of \$19.20 for storm water drainage at the cemetery. The treasurer's report was accepted as information

## Tree Removal and Trimming Proposal

Keilah Spann reported that Sox & Freeman has completed the agreed upon tree removal and trimming work at Randolph Cemetery. The total cost of the project is \$4,875.00 of which \$2,725.00 is a pro bono contribution.

## Strategies for Fund Raising as a 501(c)(3) Organization

Carlos stated that any request for funds should be in line with our priorities to realize our vision. He would like to see us develop a letter to send to prospective donors. The letter should include estimated cost of identified projects and should be short but precise about who we are. Regina Monteith, Sandra Mitchell and Traci Collins agreed to develop a letter. A draft of the letter will be completed by February 1 and distributed by email for review.

Other suggestions for fund raising included creating a multimedia presentation to be used for soliciting funds from organizations and/or individuals. Keilah stated that a multimedia presentation has already been started. Also, Sandra Mitchell suggested that we do a memorial service at Randolph simultaneously with soliciting funds. Another suggestion was to do a media blitz to piggyback on the restorations services being done. Keilah reported that a workshop is scheduled for February 20<sup>th</sup> if weather permits.

## Landscaping/Grass Cutting for 2010

Keilah distributed a landscape bid review of the three companies submitting bids. The bids were as follows: Adams Brothers Landscaping \$10,350 per year/\$862.50 per month, Peaceful Reapers \$9,750.00/\$812.50 per month, A & A Landscaping \$730.00 each time the service provider comes out to the property to do work. A vote was made to grant the contract to Adams Brothers Landscaping at \$10,350.00 per year. Carlos requested that a liability disclaimer clause be added to the contract.

## Property at 1623 Richland Street

Cornell Boyd and Carlos visited the property at 1623 Richland Street. The property is clear but in bad condition. It would be too expensive to bring the house up to code for residential or office space. The cost of repairs would be \$50,000 minimum based on the failures cited in the inspection report by the Columbia Housing Authority. Carlos stated that the committee owns the house. He said we need to have the locks changed to deter entrance, have the property appraised, and put the property up for sale by owner as is where is. Regina Monteith made a motion that the committee sell the house by owner instead of employing a realtor. Keilah Spann seconded the motion. The motion was passed by the committee. Mr. Boyd and Carlos will proceed with getting an appraisal done and also, iron details for showing the house. In addition, Keilah suggested that the committee get a student from USC to research the history of the house including its architectural features and to draw plans/blueprints of the house and use the information obtained for marketing purposes. Carlos will inquire about the tax status of the house.

### Restoration Contract Status

Keilah reported that an initial meeting and site visit has been done with the selected contractor, Kreilick Conservation. She said we need to find persons who know something about the original condition of some of the monuments. Run-off water has caused some of the damage to headstones. Traci Collins and Keilah have mapped out targets for phases II and III of the project. Phase I included about 34 markers from the Randolph monument to the Nash monument. Initial damage assessment concluded most of the damage was intentional vandalism. There is a meeting at Arsenal Hall, February 1, 7:00pm to discuss vagrant traffic through the cemetery.

### Educational Curriculum Development and RCPL Database

Keilah reported she has started work on a curriculum for Randolph Cemetery. Some of the persons targeted to assist are Sarah Smith, Richard Robinson a professional photographer, and George Simons. Carlos recommended contacting Dr. Jane Eason from Richland School District I as well.

The Richland County Public Library has agreed to create a database of Randolph Cemetery burial records.

### Cemetery Code Approval

Nine responses were received to the request to review the cemetery code for Randolph Cemetery for approval. All approved the code. The suggested corrections will be made. Keilah made a motion to approve the cemetery code. The motion was seconded by Traci Collins. The committee voted to approve the code with necessary corrections.

### Adjournment

### Next Meeting

February 18, 2010 at 6:00pm, Modjeska Simkins House

Carlos Smith, President  
Maeward S. Belk, Secretary