

**Seminole County  
Historical Commission  
Meeting Minutes  
May 18, 2023**

**Members Present:**

Deborah Bauer, Donna Bundy, Carmen Bierman, Rosalie Cook, Lynn Dictor, Desta Horner, Robert Hughes, Eunice Mann, Beverly Mason, Paul Zuromski

**Members Absent:**

Kim Carroll, Marjorie Smith, Kathryn Townsend

**Guest:**

Don Epps, Historical Society

**Staff Present:**

Cindy Kelley-Administrative Assistant

Bennett Lloyd- Museum Coordinator

Michael Wirsing- Parks and Recreation Division Manager

**Location:**

UF/IFAS Seminole County Polycom Room

250 West County Home Rd

Sanford, FL 32773

On Thursday, May 18, 2023, Chairperson Donna Bundy called the meeting to order at 3:00 p.m. There was a quorum in attendance.

**Pledge of Allegiance, Invocation, Welcome and Introduction**

Chair Bundy opened the meeting by asking members to stand for a moment of silence followed by Don Epps leading the group in the Pledge of Allegiance.

**Public Comment and Introductions**

None

**Approval of Minutes:**

Mrs. Bundy asked if there were any questions or corrections regarding the minutes for the April 20, 2023 meeting minutes. A motion was made and

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seconded to approve with one correction, add “e” at the end of Crow. The motion passed unanimously.

**Society Report:** Don Epps, Historical Society President

- Looking for a speaker for the November Meeting if anyone wants to volunteer or knows of anyone.

**Museum Monthly Report:** Bennett Lloyd, Museum Coordinator

- Monthly Report attached.
- Little Wars Event: Bennett looking for volunteers.
- “Child of a Child” exhibit has been canceled by the Health Department.
- Had 120 hours of volunteers from the Historical Commission last month.
- Bennett discussed that The Senator Trailer has been doing a lot of traveling and it is bringing in a lot of visitors.
- Bennett is working on updating policies and manuals in preparation for CAPRA.

**Commission Report-**Michael Wirsing, Parks and Recreation Division Manager

- Bennett and Michael met with Facilities’ contractor to get updated estimates from Building 302 renovation. This includes assessment to the building and construction.
- End of summer Leisure Services will be giving a briefing to the County Commissioners about next step for Buggy Project.
- Leisure Services have been working with other departments on creating a plan for relocation of current Building 302 contents.

**Subcommittee updates:**

No subcommittees met this month. Commission discussed having discussions on each topic during the monthly meeting rather than separate meeting and providing updates to ensure Commission is meeting sunshine laws.

**Accessions Update**

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**Programming Update-** It was requested that all members bring ideas to the next meeting with program details.

**Historical Marker Update**

No discussion

**New Business:**

- Desta Horner brought up maybe doing “Emergency Events”, examples: hurricanes and fires. Will need to have pictures and interviews. Bennett suggested that Desta bring the idea on paper back to the next meeting.
- New process was discussed on how to label the subcommittees on the agenda. They will be labeled as updates so they can be discussed as needed at the meetings.

**Old Business:**

None currently.

Meeting was adjourned at 3:50 PM.

PERSONS WITH DISABILITIES NEEDING ASSISTANCE TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE HUMAN RESOURCES, ADA COORDINATOR 48 HOURS IN ADVANCE OF THE MEETING AT 407-665-7941.

FOR ADDITIONAL INFORMATION REGARDING THIS NOTICE, PLEASE CONTACT THE COUNTY MANAGER’S OFFICE, AT 407-665-7224. PERSONS ARE ADVISED THAT, IF THEY DECIDE TO APPEAL DECISIONS MADE AT THESE MEETINGS / HEARINGS, THEY WILL NEED A RECORD OF THE PROCEEDINGS AND FOR SUCH PURPOSE, THEY MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS

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IS MADE, WHICH INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED, PER SECTION 286.0105, FLORIDA STATUTES.



**Cindy Kelley**

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Leisure Services/Business Office

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<b>Month/Year:</b>	<b>April 2023</b>
<b>Facility:</b>	<b>Museum of Seminole County History</b>

The purpose of the monthly report is to provide reliable information to be used in management decision-making. This is important in predicting workload, determining manpower and other resource needs, and preparing budgets. The report should provide management information on the activities of the facility. It should reflect comparative data and trends on activities. It should provide effective communication throughout the chain of command. It should include financial, personnel, and program records.

**Upcoming Events and Programs:**

- May 19-20 – FL Native Plant Society Panel and Plant Sale
- May 20 – Little Wars Day
- Jun 27-Jul 1 – “Child of a Child” Exhibit
- Jul 8 – “Indisputable Fact!” Opens – Runs through Nov 11
- Jul 11-14 – Summer Camp: Myth and Magic

**Key:** Exhibits  
Events  
Special Programs/Camps  
Outreach Engagements

OH – On Hold/No  
Progress This Month

**Project Reports:**

- Photograph Archiving – Donna and Karen
- Map Room Reorganization
- Continuing Inventory – Ricardo and Angel will be starting in late May
- Teaching Garden for Agricultural Education
  - Collards, tomatoes, sweet potatoes, amaranth, Beans
  - Cotton did not take, trying again
- Wekiva Display Cleanup
- Buggy Exhibit

**Personnel / Contractors:**

- Karlin Gasthoff, Research and Education
- Alan Shapiro, Greeter and Docent
- Karen Jacobs, Greeter and Docent
- David Branchett, Greeter and Docent
- Diane Cruciat, Greeter and Docent
- David Diambrosio, Master Gardener
- Donna Fluegel, Cleaning and Reorganization – *Leaving for Summer*
- Elora Harris, Research and Writing
- *Andrew, Lucy, Emilee, and Kinyjah have finished their time with us. Thanks so much for your help!*
- **We are still in need of more people who can come in and volunteer on a regular schedule!**

**Maintenance/ Facilities:**

- Porch project materials arrived
- Received filing cabinets from surplus for library reorganization
- Historical Museum Sign Pressure Washed

**Operations:**

- General
  - Little Wars Prep underway
  - CAPRA is a high priority
  - Museum Policies being worked on and revised for CAPRA
    - Operations Manual
    - Collections Management Policy
    - Program Models
  - Imogene Yarborough Funeral disrupted some events
- Programming
  - Apr 1 – Reenactor Workday – 14
  - Apr 1 – Brightwater Marker dedication – 117
  - Apr 15 – East Lake County Heritage Festival – 55
  - Apr 19, 21 – Senator Travels to Goldsboro Elementary – 200
  - Apr 29 – Casselberry Earthfest – 256
  - May 3 – Reenacting 101 at Central Branch Library – (6)
  - May 6 – Heritage Open House at Ed Yarborough Nature Center – (25)

- Library Genealogy Fair – (20)
    - DAR Annual Meeting – (58)
    - Sanford Hist Garden Tour – Presence Cancelled
    - Geneva Mayday Picnic – Presence Cancelled
  - May 12 – IFAS Grains History Talk – (15)
  - May 13 – Family Fun Fest, Crane’s Roost – (279)
- Upcoming Programming
  - Exhibits
    - Prohibition runs through June 17
    - “Child of a Child” – Health Dept has pulled out for unknown reason, Cancelled
    - “Indisputable Fact!” – July 8 - Nov 11
    - **Exhibit Ideas for 2024**
  - Events
    - May 20 – Florida Native Plant Society Panel and Event
    - May 20 – Little Wars Day
    - Senator Travelling
      - 05/31 – Sylvan Lake Tennis Camp
      - 06/03 – Cassia Community Club
      - 06/07 – North Branch Library
      - 07/04 – Geneva 4<sup>th</sup> of July Parade
    - **Jul 11-14 – Summer Camp!**

**Examination and Accession:**

- **Working on New Collections Plan**

**Statistical Information (Performance Measurements):**

• **Visitor Breakdown:**

- Museum Attendees – 99	2022 – 210	2021 – 321
- Comp/Research – 4	6	7
- Special Events – 29	83	22
○ 04/01 Reenactor Workday – 14	14	--
○ 04/03 HS Quarterly – 15	21	
- <b>Visitation – 132</b>	<b>299</b>	<b>328</b>
- Soc/Comm Related – 26	51	19
- <b>Outreach – 628</b>	<b>376</b>	<b>176</b>
○ 04/09 – Brightwater Dedication – 117		
○ 04/15 East Lake County Fest – 55		
○ 04/19-21 Goldsboro Elementary – 200		
○ 04/29 Casselberry Earthfest – 256	343	
- <b>Total Visitation = 786</b>	<b>726</b>	<b>542</b>

**Transactions/Revenue**

Revenue: \$111.28

Expenses: \$1283.60

*File Cabinet Castors, Supplies for  
School Tours*

**Volunteer Hours Recorded: 396.5**

**(Hist Soc/Comm: 120.5)**

**Last Year: 84.5 (59.5)**