

Board of Trustees, Museum Division
Potomac Building – Room 14
March 11, 2019 – 8:30

- Call to order at 8:34; Quorum established
- Roll Call
 - Present: Dale Springer, Bryan Barthelme, Jeanette Pettit, Peter Butt, Peter Neus, Lynn Fitrell, Michael Blackwell
 - Absent: Victor Govier, Dr. Regina Faden Christopher Shea, Eleanor Slater
 - County and Museum Personnel Attending:
 - Arthur Shepherd, Karen Stone, Andrew Ponti, Sharon Ferris
- Pledge of Allegiance and Moment of Silence Observed
- Approval of November 19, 2018 Meeting Minutes (January 2019 meeting cancelled due to inclement weather)
 - Motion to approve by Lynn Fitrell; seconded by Peter Butt. Approved unanimously
- Dale Springer distributed certificates to those were not able to attend the Commissioners' Annual Volunteer Appreciation. Dale expressed thanks on behalf of the Commissioners for people's service.
- Old Business
 - SCIM Renovations:
 - The engineers from JMT visited twice. The internals (electric, water, etc.) are in good condition, but some upgrades will be necessary. Ground radar found that the foundation is also in good condition and a second floor seems feasible. Because of the shape of the ceiling, a second floor would not add much weight on the walls. Final recommendations are still pending, but it looks like we can make progress without extreme costs or the need to level the building.
 - \$100,000 grant request to Maryland Heritage Area Authority (MHAA) has been made; \$50,000 will arrange for storage of the Mural. The Mural may end up at the Statehouse, though before sending it there we must have an agreement for its return. The Local Heritage group has reviewed this grant and says that it looks to be in good order.
 - So far, there is no official date on starting the project. That date will depend upon what has to be done with the building. It may not have to be closed, but the Schoolhouse can be kept open and the Water Taxi can continue to run in any scenario.
 - Karen and Andrew have forged good relationships with the St. Mary's Delegation to foster support for the project.
 - Karen hopes to have the grant in July to kick off the project. Peter Butt warns that the MHA grant, even if given, can be slow to arrive, so that a contingency funding plan may be necessary
 - Event Parking Improvements: for the Friends, Dale has been investigating acquiring property. As of two weeks ago, the property was still up for sale, but the whole bundle of property is being sold rather than being broken up into separate lots. This bundling makes the asking price high. We may have to plan how to have Friends events without this parking.

- Question: are the lots available for rent? Dale notes that this question has not been favorably received in the past but he will ask again. We have contingency plans in case we cannot use them, but Dale is optimistic we will at least be able to use the lots. We are still looking at purchase.
 - Ad hoc Strategic Planning Committee: They have had an initial meeting and are looking to make progress soon. Peter Butt and Jeanette Pettit will serve with Karen on the committee.
- New Business:
 - Boarddocs: Sharon Ferris presented on this web based management/publicity application, which helps ensure compliance with Open Meetings and Public Notice requirements.
 - When one logs in, the software shows all scheduled meetings; the public can view the meeting dates, agendas, and minutes, while all our members can log-in to add to documents, etc. It will also be the place we archive meeting minutes and other **documents**. It will have a link to any meeting video. Our Board will adopt Boarddocs for use, so Dale and Michael B will need training. Andrew will provide log-in information.
 - The Agenda for meetings will be put in Boarddocs at least two days before the meetings. The minutes will not be put into Boarddocs until they are approved.
 - Monthly Reports & Upcoming Events – Karen Stone: The Museums have been very busy. The new brochure on our locations is ready, as are the first three rack cards. They have come out very well and are being accepted in places that have not taken information from us before. Another grant has been submitted to update 33 Interpretive panels. A Maryland Humanities grant has been submitted to enhance events at **Heritage Day**. Karen’s presence at the Small Museums meeting has brought forth some good ideas for new displays. Work on the Black Diamond and Maryland Day events is underway. Speakers for both have been engaged. The speaker from Georgetown will bring the original 1634 cross to the Maryland Day event. We hope to get the original Relic, too. The Comptroller of Maryland is coming, as are St Mary’s Delegation. We have not yet heard from the Governor. Jazz fest will be a three-day event this year, and planning for it has also commenced, with expansion to Leonardtown locations. The Museum is involved with planning for Blessing of the Fleet this year with three other partners, and the plan is to return to the original focus on the waterman. A press release on this is forthcoming. Museum news is in *The Enterprise* nearly every week to increase visibility. The Museums will be in the upcoming Chamber Business Showcase with the other county museums. The Penny Press has arrived and will start at SCIM. Shore Erosion at Piney Point is an issue. The Museum will need a living shoreline on the creekside. A rip rap or something similar will be necessary on the Potomac. Maryland Historic Trust visited Piney Point to review what we can do as routine maintenance at this **location** and what will need oversight/agreement from them. They will present a report. A 3D tour of the Island Lighthouse is available for days when the weather does not allow visits to the island. The Museum Division Annual Report is coming out.
 - Question: could we arrange to do a cleanup of the roadsides before Maryland Day? The amount of trash is embarrassing. About a mile of the road could be done, but this cleanup may need to be undertaken by a volunteer organization. Arthur will look into possible immediate solutions. A regularly scheduled cleanup will be a good likely long-term solution.

- Dale commended the Museums' publicity efforts, which are becoming increasingly visible and effective.
 - Department Update – Arthur Shepherd: A review of all the major projects in the county's \$70 Million CIP, in which the SCIM renovation is included.
 - Friend's Update – Dale Springer: the Museum hosted the Appraisers Fair, which was very well attended. The weather created problems with parking—cars got stuck. Otherwise, it went well and produced about \$1,200 in revenue for the Friends. The Friends' annual budget has been prepared. As noted above, the Jazz Festival is expanding and plans are being completed. Funding opportunities are being enhanced, with a business membership being added that many businesses are now subscribing to. Dale will continue working on the parking issues at SCIM on behalf of the Friends. 71 people ran in the Lower Potomac River Marathon, which will likely become a half marathon next year.
- Next Meeting: May 13 8:30 AM at PPLM&HP
- Upcoming Events:
 - March 25 – Maryland Day Celebration – Hosted at the St. Clements Island Museum
Official Ceremony starts 2:00 pm – Museum open 10:00 am – 5:00 pm.
- Adjournment: Lynn Fitrell moves for adjournment and Jeanette Pettit seconds. Adjournment at 9:53 a.m.