

St. Mary's County Museum Division Board of Trustee Meeting Minutes

St. Clement's Island Museum
November 9, 2015 · 8:30 a.m.

Board Members Present: Dale Springer (President), James Banagan (Vice President), Brian Barthelme, Lynn Fitrell, Pat Friend, Victor Govier, Susan Gough, Eleanor Slater, Stephanie Waikart

Board Members Absent: Helen Dorsey, Susan Erichsen

Staff Present: Brian Loewe, Director, Dept. Recreation and Parks

1. **Call to Order:** D. Springer called the meeting to order at 8:30 a.m.
2. **Pledge of Allegiance:** The Board pledged allegiance to the flag of the United States.
3. **Moment of Silence:** A moment of silence was observed.
4. **Roll Call:** D. Springer verified the presence of a quorum.
5. **Approval of Minutes:** September 14, 2015 Minutes were presented.

Motion: to approve minutes. Made by: P. Friend. Seconded by: J Banagan. Motion carried.

6. Old Business:

- **Re-Accreditation** – D. Springer presented three core documents (Mission Statement, Ethics Policy, Collections Management Policy) to the Board for final comments by end of month. Expect to be presented to Board vote for approval at January 2016 meeting.
- **2014 Annual Report** – D. Springer presented copies of the 2014 Annual Report.

7. New Business:

- **St. Clement's Hundred** – D. Springer reported that the despite weather causing the cancellation of the 7th District Optimist's Blessing of the Fleet weekend events, the Annual Osprey Gala was held/moved to the Holy Angels School Auditorium. It was also reported that Mr. Robert (Bob) Kopel was "retiring" as groundskeeper for the St. Clements Island Park.
- **Friends Update** – D. Springer reported that planning for the 2016 Jazz Festival and Murder Mystery Theater was on schedule.
- **Department Update** – B. Loewe reports that the FY17 CIP meetings were scheduled to start on November 10.
- **Monthly Reports & Upcoming Events** – Review of the Monthly Reports was postponed as Debra Pence was attending the Governors Grant Conference in Annapolis. D. Springer presented the following 2016 Schedule of Meetings.

2016 DATES	MEETING TIME	MEETING PLACE
January 11	8:30 am	Room 14 Potomac Building
March 14	8:30 am	Room 14 Potomac Building
*March 25	11:00 am	Maryland Day – SCIM
May 9	8:30 am	PPLM&HP
July 11	8:30 am	Room 14 Potomac Building
September 12	8:30 am	SCIM
November 14	8:30 am	Room 14 Potomac Building

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- **2016 Board Officers Nominations** – Lynn Fitrell and Eleanor Slater volunteered to serve as the nominating committee. D. Springer also reported that several Board member terms would expire at the end of December and there were some questions concerning certain other Board Members current terms. He proposed to contact the County Attorney's office to obtain a clarification prior to the next scheduled meeting.
- **Tourism & Hospitality** – D. Springer reported that the SMC Department of Tourism had offered to attend a future meeting of the Board to share/discuss the SMC Master Plan with the Board.

8. Fall Events:

- Volunteer "Pot Luck" Dinner – Tuesday, December 8th @ the SCIM
- Open House – Saturday, December 12th @ PPLM and SCIM
- Appraisers Fair – Saturday, January 23rd – 9am – 5pm @ SCIM

9. Next regularly scheduled board meetings:

- January 11, 2016 @ 8:30 a.m. Potomac Building – Room 14

10. Adjournment: D. Springer called for a motion to adjourn.

Motion: to adjourn. Made by: B. Barthelme. Seconded by: J. Banagan. Motion carried.

Meeting adjourned at 10:30 a.m.

Respectfully Submitted,

/s/

Dale Springer

President