

Meeting Minutes

Board of Trustees
Museum Division
Potomac Building – Room 14
July 9, 2018 – 8:30 AM

1. Call to order at 8:34 a.m.
2. Pledge of Allegiance & Moment of Silence Observed
3. Roll Call:
 - Present: Dale Springer, Eleanor Slater, Jeanette Pettit, Victor Govier, Peter Neus, Lynn Fitrell, Peter Butt, Christopher Shea, Michael Blackwell
 - Not attending: Bryan Barthelme, Dr. Regina Faden
 - County and Museum Personnel Attending: Arthur Shepherd, Karen Stone, Andrew Ponti
4. Approval of Minutes – May 14, 2018 minutes. Motion by Lynn Fitrell; seconded by Jeanette Pettit. One spelling correction made and then passed unanimously.
5. Old Business
 - AAM Reaccreditation Report: We have received confirmation via a phone call that the Reaccreditation is complete. We cannot, however, officially announce it until we receive official confirmation by letter. That letter should be received within two weeks. Karen Stone cautioned that we must now follow the strategic plan that we submitted in support of reaccreditation, since it is now the AAM's expectation that we will. Dale Springer reviewed the two-year process by which we achieved this goal and thanked all for their work.
 - DNR/St. Clement's Island MOU: After two meetings, the St. Clement's Hundred has agreed that it does not need an MOU with the Museum Division and the same "handshake" deal that has worked in the past may continue. We are waiting on a response about an official MOU from the DNR, but neither side feels it needs to be a priority. Arthur Shepherd noted that we are already benefitting from this initiative: we are able to provide the DNR with a schedule of events ahead of time rather than having to apply for every event. He noted that we can "broad brush" with an annual schedule. The St. Clement's Hundred is satisfied with the conversations and any initial anxiety they might have felt about developing an MOU has been allayed. All stakeholders--The Museum Division, Friends of the Museum, St Clement's Hundred, Optimist Cub, and DNR—have laid out their concerns and come to a consensus for action, all agreeing that we have the same goal and want the island to succeed as an asset to the county and state.
 - Karen Stone has met with a representative from Sen. Van Hollen's office, and three federal agencies are poised to help with clearing invasive species, making repairs, and putting in a kayak launch.
 - Open Division Position – Marketing Specialist: this position has been filled by Andrew Ponti, who has a great record working in the county. His experience in marketing for the county and working with the Tourism Master Plan is already paying dividends, with an increase in the Museum Division's marketing capacity. He will also do work with event planning. Congratulations, Andrew!
 - St. Clement's Island Museum Renovation: Karen Stone has been working with John Deatrick (head of Department of Public Works and Transportation); an RFP is in place for the next phase. The aim is to determine exactly what can best be done: put in a second floor, add on to the current floor, or level and build anew. St Clement's Island Museum did receive an unfortunate unscheduled visit from the fire

department on June 23rd, when 25 year-old wiring in track lighting shorted and caused scorching on the ceiling. This small amount of damage has not yet been addressed, since the renovation is underway.

6. New Business

- Monthly Reports & Upcoming Events – Karen Stone:
 - Karen represented the Museum Division at the Fox 5 “Zip Trip” event. It was well-attended, and she spoke with many county residents there. View photos here: <https://www.flickr.com/photos/stmaryscountygovernment/28967176188/in/photostream/> Fox 5 wants to do a return visit to Southern Maryland, noting the enthusiasm with which they were greeted. The Lancaster Park Setting worked well.
 - Approximately 130 people turned out for Heritage Day, in spite of oppressive heat, and enjoyed the event.
 - The Friends (through Amber) applied for and received a \$500 grant from Leonardtown Rotary, which will be used to defer costs and allow children, especially at-risk children, the opportunity to attend some of our summer programming for free.
 - A call has been put out for a full-time captain for the shuttle to St Clement’s Island.
 - We had a table at the Riverfront Event and at Juneteenth, increasing our community visibility. Karen will look into getting us a pop-up banner for such events.
 - The various museum/historical groups in the area have started meeting on a monthly basis to promote tourism in the county and support each other’s efforts to reach visitors. The Patuxent Naval Air Museum, Sotterley, Point Lookout Civil War site, Historic St Mary’s City, Historical Society, and Museum Division are participating, anticipating one of the goals of the Tourism Master Plan.
 - A small but successful wedding event was held on St. Clement’s Island. Karen will look into promoting more of such events, which bring in money for little effort on employees’ part.

- Department Update – Arthur Shepherd
 - Arthur stated that having an accredited museum was an asset for the county, and offered his thanks for the work that went into the reaccreditation. He and his department will be ambassadors for the museum, working to bring people to visit.
 - Arthur noted that we on the Museum Board could be ambassadors for other exciting department initiatives:
 1. A feasibility study is being conducted to establish a sports complex, with multi-use playing fields. It could be a huge draw for tourism in the county.
 2. The multi-use trail’s next phase is being worked on and should be completed in 2019. It will run from Harris-Teeter to the water tower, and extend the length of the trail for walking, running, and cycling.
 3. The FDR area in Lexington Park is being improved, particularly around and in Nicolette Park, greatly enhancing the park’s safety and usability.
 4. A new playground is replacing the old wooden playground at the government center.
 5. Lights are being put in at the BMX Park in Chaptico, enhancing an already high-quality facility and possibly leading to having national events there.

- Friend's Update – Dale Springer
 - At the last meeting of the Friends, Louis Aldridge's resignation became official and Dale has taken over as president. Anne Emory, a Leonardtown attorney, has taken the vacant board position, and brings a wealth of energy and expertise. A new vice-president will be named at the next meeting.
 - Preparations for the next Jazz Festival on Saturday, July 14th are complete. It is the Friends' biggest fund-raiser. Some 600 tickets have been sold. Tickets are available online and same-day sales will likely be enacted for the first time this year. Sales are limited to 800 by parking in the area. Amber Puschinsky has done good work promoting this event and the Friends in general.
 - The Commissioners of St. Mary's County are honoring Louis Aldridge for his many years of great service.
 - Km Cullins's family are going to unveil a bench that has been put in at the St Clement's Island Museum.
 - The stores continue to do well with sales.
- The next meeting is scheduled for September 10th, but it may be moved to the 17th to accommodate Karen Stone's schedule.

2018 DATES	MEETING TIME	MEETING PLACE
September 10	8:30 am	SCIM
November 19	8:30 am	Room 14 Potomac Building

7. Summer Events --- Board assistance / participation greatly appreciated.
 - July 14 – Potomac Jazz and Seafood Festival @ St. Clements Island Museum Park
 - Hosted by The Friends of St. Clement's Island and Piney Point and Museums
 - 12 noon – till closing
 - July 28 – Pirates on the Potomac @ Piney Point Lighthouse & Historic Park
 - Pre-registration required
 - Morning Session : 9am – 12noon
 - Afternoon Session : 1pm – 4pm
8. Next scheduled meeting – September 10 (or possibly the 17th), 2018 @ 8:30 am – St. Clement's Island Museum.

Note: A tour of the site will be conducted after the meeting adjournment
9. Lynn Fitrell moved to adjourn; Peter Neus second. Adjournment at 9:49 a.m.