

Museum Division Trustees Minutes
Room 14 in the Potomac Building
St. Mary's County Governmental Center
January 13, 2014

Board Members present: Bryan Barthelme, Helen Dorsey, Steve Dunlap, Mary Farrar, Lynn Fitrell, Eleanor Slater, Dale Springer (Pres.), Stephanie Waikart (Sect.).

Board Members Absent: Patricia Friend, Susan Gough, James Banagan (V. Pres.).

Staff Present: Brian Loewe, Director Recreation and Parks
Debra Pence, Manager, Museum Division

Call to Order

President Dale Springer called the meeting to order at 8:30 a.m. The Board pledged allegiance to the flag and observed a moment of silence.

Roll Call

The secretary verified the role and the presence of a quorum.

Approval of Minutes

The November minutes were presented for approval with no changes. Lynn Fitrell moved the minutes be approved. Steve Dunlap seconded the motion. The motion was passed by a voice vote.

Old Business

Highlights from the Museum Director's November Report centered on the wrap up of tourist season, dismantling of some regular exhibits and preparations by staff and volunteers for the upcoming Christmas season/exhibits including the Volunteer Pot Luck Dinner.

It was reported by the President that the County Attorney's office would be meeting with County staff to look at responsibility/training for County Boards and Commissions

members and staff. Information on requirements would be forthcoming.

The President also stated that Annual reports are still required by the County Commissioners. Typically it is due the first quarter of the fiscal year covering the previous calendar year. Reports are to be submitted to the Commissioners in writing. More information as to timeline will be forthcoming.

A committee was formed (Steve Dunlap, Dale Springer and Stephanie Waikart) to prepare annual report after guidelines are prepared and sent to Board.

New Business

The Museum Director reviewed the December report as sent to the Trustees.

There were 60 walking tours at Piney Point which is very good, and overall the report showed it was a very good attendance year at the museums and sites. Mostly attributed to the holiday exhibits at both museum sites and favorable weather. Work has commenced on the 2014 SCIM programs and exhibits including the Appraisers Fair and History and Heritage Day.

In the first quarter 2014, the staff will focus on administrative duties, pre-season training for new staff, refreshers for existing staff, and reviewing and preparing events scheduled through June.

Some future projects include Hardy planking to exterior of exhibit building at Piney Point, repairing door frames and sills and a professional mold inspection will be scheduled. Mold abatement and preventative work estimates will be presented and all work will be within the C.I.P. Budget. HVAC installation in Maritime exhibit building is scheduled in FY14.

Brian Loewe reported on the C.I.P. future projects for fiscal budget years through FY'17 with no significant changes anticipated at this time as it is early in the budget year.

The Friends

Paul Shippard has assumed additional duties as Carol Cribbs has reduced her time due to family commitments. He presented a draft pamphlet for comment that is intended to be used as an information guide for our guests.

The Friends welcomed two new board members - Todd Morgan and Judy Sterling. The 2014 budget was also approved with no significant changes.

The Friends are proposing to host two membership events this year. One in spring to highlight the Piney Point Lighthouse Museum improvements and then one in the fall to at St Clements Island Museum to include behind-the-scenes tours of the Collections building highlighting the work being done there.

St. Clement Hundred/DNR

The newsletter will be sent to members by the end of January. Members will also be conducting a membership drive.

The state continues to work on the shoreline erosion plan.

Goucher College conducted a study by polling 2500 Marylanders who use the state parks recreationally concerning their primary wants/needs/desires regarding the planning of open space. Overwhelmingly natural open space was their number one desire.

Election of Officers for 2014

The President presented the 2014 slate of officers nominated: Dale Springer, President; James Banagan, Vice-President; Stephanie Waikart, Secretary. Steve Dunlap made a motion to accept the slate as presented. Lynn Fitrell seconded the motion. The slate was approved unanimously.

Adjournment

With no further business, President Dale Springer made a motion to adjourn. It was seconded by Steve Dunlap. The meeting adjourned at 9:22 a.m.