

Museum Division Trustees Minutes
Room 14 in the Potomac Building
St. Mary's County Governmental Center
March 10, 2014

Board Members present: Helen Dorsey, Steve Dunlap, Mary Farrar, Lynn Fitrell, Eleanor Slater, Dale Springer (President), Patricia Friend, Susan Gough, James Banagan (Vice President).

Board Members Absent: Bryan Barthelme, Stephanie Waikart (Secretary)

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 8:34 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 January 12, 2014 minutes were presented for approval with no changes. Lynn Fitrell moved the minutes be approved. Jim Banagan seconded the motion. The motion was passed by a voice vote.

Old Business

Highlights from the Museum Director's January Report centered on their quiet period where maintenance and painting and exhibit changes are accomplished. The required Emergency Procedures Plan has been completed and is ready for submission to the county.

President Springer reported that the Annual Report Committee had a first cut draft of the report that they were reviewing. The county has not set a date for the report.

Museum Manager Pence reported that the preservation work at Piney Point Lighthouse and Keepers Quarters has been completed. The final Grant Completion Report will be sent to Maryland Historic Trust (MHT) in March so the county can be reimbursed for the completed work. Debra also gave credit to the Friends who gave \$6,700 to the Museum Division for repair of rotted wood on the porch of the Keepers Quarters. This damage was outside of the scope of the original grant work and was discovered during the renovation process. This \$6,700 was in addition to the \$26,000 the Friends provided to replace the vinyl shutters on the Keepers Quarters with working shutters custom made of Spanish cedar. These shutters will protect the building during the many storms experienced at Piney Point.

Bryan Loewe commended Debra for her work in managing a huge and difficult renovation project.

New Business

St. Clement Hundred/DNR

Helen Dorsey reported on the St. Clement's Hundred efforts to stop the erosion on St. Clement's Island. MHT is holding up the permitting process because of a requirement for an archeological survey. Helen also asked us to support Project Open Space (POS) funding in the Governor's Budget. The funds for POS come from the Real Estate Transfer Tax and are needed to support parks, recreation, and museums.

Friends

Dale Springer reported that the Friends quarterly meeting would be later this week. They are working on membership events for this spring and fall.

Appraisers Fair

Debra reported that the Appraisers Fair was held on a cold bitter day and attendance was down a bit but was still a good event. Some very interesting items were presented for appraisal.

February Report

In February, the museum staff continued their organizing efforts to get ready for the coming season. More cleanup and painting were accomplished.

PPLH Lower Potomac River Marathon

Museum staff and volunteers supported the 10th Annual Chesapeake Bay Runners Club Marathon. Two hundred runners competed and this event is a qualifying event for the Boston Marathon. The Club donates money to the Museum because of our support.

Department Update

Bryan Loewe reported that the budget work for the next FY is in process with the museum inputs still on track for inclusion in the final budget.

Open Meeting Act

President Springer reported that training on the Open Meetings Act is mandated for county staff and on-line training is optional for members of boards or commissions. The Museum Manager is taking the training. Additional information was emailed to board members last month.

Next Meeting

The next regularly scheduled meeting will be 08:30 a.m. May 12, 2014 at Piney Point Lighthouse Museum and Historic Park.

Adjournment

With no further business, Lynn Fitrell made a motion to adjourn; second by Steve Dunlap. The meeting adjourned at 9:50 a.m.

Respectfully Submitted,

/s/

Steve Dunlap
Acting Secretary