

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

Potomac Building, Leonardtown, MD

March 14, 2016 · 8:30 a.m.

Board Members Present: Dale Springer (President), Brian Barthelme, Susan Gough, Eleanor Slater, Susan Erichsen, Victor Govier, Stephanie Waikart

Board Members Absent: Helen Dorsey, Lynn Fitrell, Patricia Friend

Staff Present: Debra Pence, Director, Museum Division and Brian Lowe, Director, Dept. Recreation and Parks

1. **Call to Order:** D. Springer called the meeting to order at 8:40 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:** January 11, 2015 Minutes were presented.

Motion: to approve minutes. Made by: B. Barthelme. Seconded by: E. Slater. Motion carried.

6. Old Business

- a. Certificates of Thanks: for volunteerism from the County Board of Commissioners will be distributed to members unable to attend the ceremony.
- b. Reaccreditation Report: will be formalized and documents will be reviewed by a professional editor.
- c. Strategic Plan: is referenced during the county budget process and is being reviewed for the reaccreditation process.
 - i. Amend the mission statement to add the ability to expand exhibits to include St. Mary's County history and recreational activities on sites.

Action Item: Staff will draft and seek comment on amended mission statement

Action item: staff will distributed and updated board member contact list

7. New Business:

- a. Piney Point Revetment: S. Weikart reported that the revetment seems to be eroding and asked that this be looked into.
- b. Maryland Day: Will be celebrated on March 24, 2016 at 2:00 pm with Mark Belton as guest speaker.
- c. St. Clements Hundred: D. Pence reported that there are new officers and spring training for volunteers has begun.
- d. St. Clements Island: the riprap project with Department of Natural Resources (DNR) is scheduled to move forward and DNR has hired a seasonal ranger for St. Clements Island maintenance.
- e. Friends Update: the board of directors needs to appoint one new member; a new administrative assistant has been hired; the budget is on track and all fundraisers are scheduled to run this year.
- f. Museum Update: Staff had a productive winter and the season opens on March 25th. The Drayden school house repair is on schedule thanks to the donations of Don Cropp. The FAM tour is beginning and has the goal of enhancing staff training for better visitor

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services. The annual marathon had fewer runners than last year due to a competing event in Washington DC.

- g. Recreation and Parks Update: The county budget sessions have begun and will finish in May.
- h. Next scheduled meeting: is for May 9, 2016 at 8:30 am to be held at Piney Point Lighthouse

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

Motion: to adjourn. Made by: B. Barthelme. Seconded by: S. Gough. Motion carried.

Meeting adjourned at 9:45 a.m.