

**MEETING MINUTES**  
**BOARD OF TRUSTEES**  
**MUSEUM DIVISION**  
**ST MARY'S COUNTY DEPARTMENT OF RECREATION AND PARKS**

**September 12, 2011**

**Room 14 Potomac Building**

<b>BOARD MEMBERS PRESENT</b>	<b>BOARD MEMBERS ABSENT</b>
James Banagan Helen Dorsey Steve Dunlap Susan Gough Jennifer Legates John Madel Eleanor Slater Dale Springer	Frank Maio Francene Walling
Barbara McWilliams	

<b>ADVISORS PRESENT</b>	<b>ADVISORS ABSENT</b>
Debra Pence, Museum Director Phil Rollins, Director Recreation & Parks	

**Call to Order**

President Frank Maio called the meeting to order at 08:07 am. The Board pledged allegiance to the flag and observed a moment of silent reflection.

**Roll Call**

The Secretary called the roll and announced presence of a quorum.

**Approval of Minutes**

Minutes of the July 11, 2011 meeting and the agenda for this meeting were delivered electronically to Board Members. Jim Banagan moved that the July 11, 2011 minutes be approved. Dale Springer seconded the motion and the motion passed by voice vote.

**Old Business**

Debra discussed the July report she had provided electronically. She indicated that overall attendance is down slightly but that special event attendance is “over the top”. National Lighthouse day was a big success and we plan to continue coordinating with the three other lighthouses in the immediate area.

**New Business**

Debra reviewed her August report. She reported some damage from hurricane Irene particularly the boardwalk at Piney Point. The earthquake the week before appears not to have caused any damage.

Phil Rollins discussed the timeline associated with the Capital Preservation Project at Piney Point. We are waiting on the Heritage Area Grant and we have the matching funds necessary to go forward when the grant funds are available. The plan is to start restoration of the lighthouse and keeper's quarters masonry and windows next spring.

Dale reported that the Murder Mystery Dinner Theater fundraiser was a success. The event was sold out.

John Madel reported that the St. Clement's 100 is working on building a sustaining fund for the Blackistone Island lighthouse. They have begun research into construction of the kitchen outbuilding that served the lighthouse. He noted that special credit is given to people who visit Blackistone Island lighthouse and one other water access lighthouse during the Maryland Lighthouse Challenge scheduled for September 17 and 18, 2011.

We established October 18 or 25<sup>th</sup> as the preferred dates for presenting our annual report to the BOCC. John Madel moved that we have a special meeting as a working session to construct the briefing on September 29, 2011. Susan Gough seconded the motion and it passed by voice vote.

Susan Gough was appointed chair of the Nominating Committee. Appointed to the committee were Dale Springer and Eleanor Slater. Please call them if you are interested in holding an office. She also asked members to talk to friends and neighbors to solicit applicants for the Board. We will replace one board member in January.

Acting President McWilliams appointed Steve Dunlap, Helen Dorsey, and herself to a special committee to review the approved five year strategic plan and make recommendations for changes or improvements.

### **Up-Coming Activities**

Acting President McWilliams reviewed the Upcoming activities in the agenda.

### **Adjournment**

With no further business, John Madel moved to adjourn, second by Dale Springer. We adjourned at 09:02

**Next Meeting Date/Location**

The table below is the meeting schedule for calendar year 2011:

<b>2011 DATES</b>	<b>MEETING TIME</b>	<b>MEETING PLACE</b>
January 10	08:00	Recreation & Parks Conference Room
March 14	08:00	Recreation & Parks Conference Room
March 25*	TBD	Maryland Day
May 9	08:00	PPLHM&HP
July 11	08:00	SCIM
September 12	08:00	Room 14 Potomac Building
November 14	08:00	Room 14 Potomac Building

- \*Not an official meeting.

Respectfully submitted,

Steve Dunlap, Secretary