

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

St. Clement's Island Museum
September 14, 2015 · 8:30 a.m.

Board Members Present: Dale Springer (President), James Banagan (Vice President), Brian Barthelme, Lynn Fitrell, Susan Gough, Eleanor Slater

Board Members Absent: Helen Dorsey, Victor Govier, Susan Erichsen, Patricia Friend, Stephanie Waikart

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

1. **Call to Order:** D. Springer called the meeting to order at 8:30 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:** July 13, 2015 Minutes were presented.

Motion: to approve minutes. Made by: L. Fitrell. Seconded by: B. Barthelme. Motion carried.

6. Old Business:

- **Ethics Policy** – D. Pence reports draft policy is under review with County Attorney Office.
- **Re-Accreditation** – D. Pence reports that core accreditation documents are near finalization and AAM Questionnaire is under review – due June 2016.
- **Drayden School House** – D. Pence reports that the restoration process was continuing with no major hurdles expected. Contractor was also working to obtain/provide decorative period pieces to maintain originality.
- **2014 Annual Report** – D. Pence reports the 2014 Annual Report has been submitted to printer.
- **Patuxent River Naval Air Museum (PRNAM)** – D. Springer reports the Museum Inaugural Dinner is scheduled for November 6th, 2015.

Motion: to adjourn meeting for tour of St. Clements Island and re-convene after tour. Made by: L. Fitrell. Seconded by: J. Banagan

7. New Business:

- **St. Clement's Hundred** – D. Pence reports that all plans in place for Osprey Gala and Annual Blessing of the Fleet events at SCIM.
- **Friends Update** – 2016 Murder Mystery Theatre event has been scheduled with Olde Breton Inn. Despite weather, the Jazz Festival was another success with many attendees looking forward to next year's event.
- **Museum Monthly Reports** – Piney Point Lighthouse and Historic Park hosted its first "Navy Discharge and Re-enlistment Service" as a special event. Staff of the Museum Division, Marketing and Museum Stores participated in the Country Life Festival with an information booth as part of an outreach/marketing effort.
- **Department Update** – B. Loewe reports that work had commenced on the 2017 Budget.

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8. Fall Events:

- Osprey Gala – Friday October 2, 2015 @ 5:00 pm at SCIM hosted by the St Clements Hundred.
- Blessing of the Fleet – October 3-4, 2015 @ SCIM hosted by the 7th District Optimists Club

9. Next regularly scheduled board meetings:

- November 9, 2015, 8:30 a.m. Potomac Building – Room 14

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

Motion: to adjourn. Made by: J. Banagan. Seconded by: L. Fitrell. Motion carried.

Meeting adjourned at 10:45 a.m.

Respectfully Submitted,

/s/

Dale Springer

President