

Museum Division Board of Trustees Meeting  
St. Clement's Island Museum  
Colton's Point, MD  
July 9, 2012

**CALL TO ORDER**

The meeting was called to order at 8:34 a.m. by President Barbara McWilliams with the following Board Members present: John Madel, Eleanor Slater, Stephanie Waikart, George Kennett, Lynn Fitrell, and Susan Gough, James Banagan. The following members were excused: Dale Springer, Pat Friend, Helen Dorsey.

The Board recited the Pledge of Allegiance and observed a moment of silence.

Museum Director Debra Pence introduced new Board Member Stephanie Waikart.

Minutes of the May 14, 2012 meeting were approved after a motion by Lynn Fitrell to accept. Seconded by Jimmy Banagan.

**OLD BUSINESS**

Debra reviewed her May report. There was a slight decline in attendance for May, but by June attendance was back to normal. The Water Taxi test was completed and waiting on the official report from the United States Coast Guard. The vessel performed better than expected. A provisional use permit is currently in place and being used.

Debra is working on parking issues at the Piney Point Lighthouse Museum & Historic Park.. She is trying to work with NUSTAR to allow staff/volunteers to park on NUSTAR property during events.

**NEW BUSINESS**

Debra reported on the June activities. Attendance figures continue to rise and are up by 1,000 over 2011 and 2,000 over 2010 for the same periods. The St. Clement's Island Heritage Day was a huge success. Staff are now preparing for the upcoming Potomac Jazz & Seafood Festival on July 14.

Recreation & Parks Department Director Brian Loewe stated that the FY13 Budget has been approved and keeps grant efforts on track for FY14 for the Piney Point Lighthouse and Keepers Quarters to repaint and restore woodwork. The repaint will be whitewash. The grant would also provide funds to install HVAC system in the Collections Management Building at the St. Clement's Island Museum.

Debra reported that the Board of Directors of the Friends of the St. Clement's Island and Piney Point Museums met on May 16 at the St. Clement's Island Museum and discussed upcoming events, especially the Potomac Jazz & Seafood Festival.

### **ST. CLEMENTS HUNDRED**

John Madel reported that the Osprey Gala will be held on October, 5. Mary Hyatt will send out announcements/invitations in about a month.

John reported that the Department of Natural Resources has approved a site on higher ground to relocate the storage building on the Island. A new restroom facility has also been approved.

John also reported that he and his wife are moving into a retirement community in Williamsburg, Virginia. He stated that he will complete his term on the Board which ends in December 2012.

### **UPCOMING ACTIVITIES**

Debra reviewed the upcoming events in the agenda and stated that the 800 tickets for the Potomac Jazz & Seafood Festival sold out in 8 days! The sponsor tent is also full.

### **ADJOURNMENT**

With no further business, Lynn Fitrell moved to adjourn, seconded by Jimmy Banagan with adjournment at 9:05 a.m. Immediately following the meeting, a tour was offered of the St. Clement's Island Museum campus to see the development and current projects including the new visitor orientation video and the Collections Building.

### **UPCOMING MEETING DATES/LOCATIONS**

September 10 @ Potomac Building Rm. 14

November 12 @ Potomac Building Rm. 14

Respectfully submitted,

George Kennett  
Secretary