

Museum Board Minutes

Governmental Center, Potomac Room
November 19, 2012

Call To Order:

Meeting called to order 8:35 a.m. by Susan Gough.

Members Present:

Eleanor Slater, Stephanie Waikart, Lynn Fitrell, Dale Springer, Patricia Friend, John Madel, George Kennett and James Banagan.

Members Excused:

Helen Dorsey and Barbara McWilliams.

Staff in Attendance:

Recreation and Parks Department Director, Brian Loewe and Museum Division Manager, Debra Pence.

Old Business:

- Debra reported attendance was up at both locations from the previous year.
- Site and advertising signage clean up and inventory is being completed this winter.
- Updated calendar of activities.
- Influx of bus group tours, especially adults.
- Discussion regarding Friends of the Museum operating museum stores. St. Mary's County Government supports staff, buildings, utilities general operations and grounds. Carol Cribbs is the Friends Museum Store Manager and Administrative Asst.
- "Friends" have \$90,000 per year operating budget. Approximately \$30,000.00 goes directly to support museum exhibits; education; preservation and marketing activities.

- **October:**
- Minutes of the September 2012 meeting were approved.
- Debra reported rain driven by wind from Hurricane Sandy entered through siding at Piney Point museum gift store and museum soaking carpet. No lasting damage. Boardwalk intact.
- Brian Loewe reports county budget process will begin in a few weeks for 2014.
- Dale Springer reported "Friends" will meet November 28, 2012 to review activities for year.
- The Friends fund raising activities went well for 2012.

New Business:

- Debra reported new officers were nominated for St. Clement's Hundred Board (a partner organization.)
 - President: Beverly Bailey Wood

- Vice-Chair: Dan Raley
- Secretary: Ann Mary Cullins
- Treasurer: Tabitha Griffin
- The St. Clement's Hundred will hold their first Annual Membership Meeting on December 13, 2012 at the St. Clement's Island Museum.
- Lynn Fitrell spoke to current chair and vice-chair, both agreed to continue to serve as officers in 2013.
- Steve Dunlap will reapply for position on the Board.
- Debra suggested tabling the secretary's position until after the new trustees were appointed. The Board agreed.
- Two trustees of the museum positions are open and applications have been received. George Kennett and John Madel are retiring.
- Lynn Fitrell made a motion recommending that the Board of Trustees write a note to endorse Steve Dunlap's return to the Board of Trustees. Motion was seconded by John Madel and the motion passed unanimously. Lynn composed the letter and submitted it to Sarah Cavanan.
- Debra Pence and Brian Loewe presented a plaque award to John Madel honoring his service on the Board of Trustees of the Museum Division.
- George Kennett was also recognized by the Board of Trustees for his faithful 11 years of service.
- Debra Pence explained a board member's tenure when replacing a resigning board member of the Museum Division. A new board member serves the remaining time of the resigning board member, plus two additional terms. This is according to the 2010 Bylaws. Jimmy Banagan and Helen Dorsey are returning.
- Meeting schedule was announced for 2013 and upcoming events were discussed.

Meeting Adjourned: 9:25 a.m.