

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

**March 9, 2009**  
**Recreation and Parks Conference Room**

<b>BOARD MEMBERS PRESENT</b>	<b>BOARD MEMBERS ABSENT</b>
James Banagan Rose Davis  Steve Dunlap  George Kennett Shirley Leyland John Madel Frank Maio Barbara McWilliams	Lewie Aldridge, Jr. E  Helen Dorsey E  Susan Gough E

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

**Call to Order**

President Shirley Leyland called the meeting to order at 08:05 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 January 12, 2009 meeting and the agenda for this meeting were delivered electronically to Board Members. Rose Davis offered a change to the minutes as presented. Frank Maio moved that the January 12, 2009 minutes, as amended, be approved. Jim Banagan seconded the motion and the motion passed by voice vote.

**Old Business**

It was noted that the Community Services portion has been moved to another department and that the proper name is Department of Recreation and Parks.

The museum Director sends each board member a monthly report. There were no questions concerning Debra's report for January.

The Appraiser's Fair in January went very smoothly.

The Board received a letter appointing Barbara G. McWilliams to replace Ms. McAuliffe. President Leyland welcomed Ms. McWilliams to the Board.

### **New Business**

President Leyland presented two letters for board member's signatures. The letters support the National Lighthouse Stewardship Act of 2008.

Senate Bill 163 concerns Program Open Space Funds. As of the meeting date, it had not had a second reading and there was no counterpart House bill.

Debra Pence propose changing the admission/water taxi fees to one ticket for \$7.00 instead of \$3.00 plus \$5.00 (water taxi). The single ticket would include admission to the museum and a ride on the water taxi to St. Clement's Island. She proposed that school group fees be changed from a flat \$120 per group to \$7.00 per student and tour bus fees increase to \$10 per person. Admission fee to the museum would remain at \$3.00. After a discussion, Steve Dunlap moved to accept the fee changes as proposed. The motion was seconded by Jim Banagan. The motion was approved by a voice vote.

There were no questions about the February Report.

The Strategic Plan Committee (President Leyland, George Kennett, and Steve Dunlap) will meet with an outside moderator on March 26. President Leyland intends to call a special meeting of the board to complete action on the plan.

Steve Dunlap is working on the Annual Report to Commissioners. He anticipates presenting a draft at the May meeting.

Phil Rollins reported that the erosion project at PPLH is almost completed. Warmer weather is required to plant the grass that will complete the project.

Phil met with Sheriff Cameron and a Deputy to discuss public use of the roadside areas in front of the SCIM. Some visitors are abusing the parking along the narrow road and a problem with trash has increased. Museum staff and the Sheriff's department will work with the residents to improve conditions.

The Friends are about to begin a Capital Campaign for their 25 year celebration. Their intent is to raise the funds necessary to complete the Collections Management Facility (CMF). Bids have been received for the CMF and are being evaluated.

John Madel reported no admission changes are planned for the Blackistone Island Lighthouse. The foundation is in the process of recruiting and training docents.

**Up-Coming Activities**

President Leyland reviewed the Upcoming activities in the agenda. Volunteer Appreciation Night will be April 28 at the Paul Hall Center.

**Adjournment**

With no further business, Rose Davis moved to adjourn, second by Frank Maio. We adjourned at 08:55 am.

**Next Meeting Date/Location**

The table below is the meeting schedule for calendar year 2009:

<b>2009 MEETING DATES</b>	<b>MEETING TIME</b>	<b>MEETING PLACE</b>
January 12	08:00	Recreation & Parks Conference Room
March 9	08:00	Recreation & Parks Conference Room
March 25*	TBD	Maryland Day SCIM
May 11	08:00	SCIM
July 13	08:00	Recreation & Parks Conference Room
September 14	08:00	PPLHM&HP
November 9	08:00	Recreation & Parks Conference Room

- \*Not an official meeting.

Respectfully submitted,

Steve Dunlap, Secretary