

Museum Division
Board of Trustees Meeting Minutes
Potomac Building
Special Meeting
February 9, 2015

Board Members Present: Dale Springer (President), Steve Dunlap (Secretary), Susan Gough, Stephanie Waikart, Bryan Barthelme, Lynn Fitrell, Eleanor Slater, James Banagan (Vice President), Patricia Friend, Susan Erichsen, and Helen Dorsey.

Board Members Absent: None

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

Visitors: Rusty Lowry, Judi Sterling, Lewie Aldridge, Jr., and Jason Babcock.

Call to Order

President Dale Springer called the meeting to order at 8:34 a.m. The Board pledged allegiance to the flag and observed a moment of silence.

Roll Call

The secretary called the roll and verified the presence of a quorum.

Approval of Minutes

The January 12, 2015 minutes were presented for approval. Susan Erichsen moved the minutes be approved. James Banagan seconded the motion. The motion was passed.

Opening Comments

This special meeting was called to discuss the St Mary's County FY16 Budget Work Session held on 26 January. Debra Pence, the Museum Director, was asked to develop operating costs for the Patuxent River Naval Air Museum (PRNAM). PRNAM had requested \$550,000 in Capital Improvement Project (CIP) funds and \$130,000 in operating funds for FY16. During the budget work session, a commissioner recommended that the requests be included in the FY16 Budget and the Commissioners of St. Mary's County (COSMC) voted to include these items in the proposed budget going forward.

The COSMC also pondered the question of PRNAM becoming part of the Museum Division under Recreation and Parks Department.

Brian Loewe confirmed that a December 18, 2014 letter from PRNAM requested CIP funding for maintenance of buildings, owned by St Mary's County, in the amount of \$555, 737. Included in that letter was the request for FY16 operating funds for transition to the new museum building.

The Museum Director visited PRNAM and came away with more questions than answers. She developed an initial operating budget of \$678,000 that would provide a professional museum operation and one that mirrored the current organization structure. The Museum Division operating budget for FY15 is \$527,000 and adding a \$678,000 budget for PRNAM created a total Museum Division operating budget of \$1.2M. The Director was asked to produce a minimum operating budget for PRNAM and she developed that at \$278,000. Both budgets were developed as stand-alone items.

Discussion:

Several members asked questions of both Debra and Brian. Very little information was available. There was a great deal of concern expressed about merging, incorporating, moving or combining PRNAM into,

with, under, or as part of the Museum Division. Several Trustees expressed concern over the budgeting process, the cost of operating PRNAM, and the potential impact on the Museum Division budgets going forward. Again, there were many more questions than answers.

President Springer asked the guests if they had anything to add to the discussion. Mr. Lowry is a new PRNAM board member and volunteered that the PRNAM board would be meeting the following week. We may receive an invitation to send a representative. This will begin a dialog with the two boards.

Mr. Aldridge, Jr. represented the Friends of the St Clement's Island and Piney Point Museums and spoke briefly about the Friends concerns.

After further discussion, Lynn Fitrell moved that the board should write a letter to the COSMC expressing our concerns. Second by Bryan Barthelme. Motion carried by voice vote. Dale Springer and Steve Dunlap will develop a letter with the help of Debra Pence and Brian Loewe for distribution and approval of the Board.

The Board of Trustees 2015 meeting schedule is shown below.

2015 DATES	MEETING TIME	MEETING PLACE
January 12	8:30 am	Room 14 Potomac Building
March 9	8:30 am	Room 14 Potomac Building
March 25*	TBA	Maryland Day
May 11	8:30 am	PPLHM&HP
July 13	8:30 am	Room 14 Potomac Building
September 14	8:30 am	SCIM
November 9	8:30 am	Room 14 Potomac Building

* Not an official meeting.

Next Meeting

The next regularly scheduled meeting will be 08:30 a.m. March 9, 2015 in Room 14 Potomac Building.

Adjournment

With no further business, Bryan Barthelme made a motion to adjourn; second by James Banagan. The meeting adjourned at 10:10 a.m.

Respectfully Submitted,

/s/

Steve Dunlap

Secretary