

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

Piney Point Lighthouse Keepers Quarters, Piney Point, MD
May 9, 2016 · 8:30 a.m.

Board Members Present: Dale Springer (President), Brian Barthelme, James Banagan, Eleanor Slater, Susan Erichsen, Victor Govier, Stephanie Waikart Lynn Fitrell, Patricia Friend

Board Members Absent: Helen Dorsey, Susan Gough

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

1. **Call to Order:** D. Springer called the meeting to order at 8:40 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:** March 14, 2016 Minutes were presented.

Motion: to approve minutes. Made by: L. Fitrell. Seconded by: V Govier. Motion carried.

6. Old Business

- a. Accreditation: D. Pence requests the adoption of the Mission Statement, Goals and Objectives, Collection Policy, and Disaster Preparedness Plan that were disseminated for comment via email to the members.

Motion: to approve Mission Statement, Goals and Objectives, Collection Policy, and Disaster Preparedness Plan. Made by: J. Banagan. Seconded by: L. Fitrell. Motion carried.

- b. Monthly reports: See attached.
 1. Don Cropp is creating a tour for Catholic school children
 2. Group tours and general attendance are up
 3. Museum division sites will be incorporated in state heritage tours such as "Through Piscataway Eyes," "War of 1812," and "Religious Byways."
 4. Jazz Festival sales limited to 800 tickets and is seeking additional sponsors and caterers.

7. New Business:

- a. St. Clements Island: the riprap project with Department of Natural Resources (DNR) is continuing with work.
- b. A tour to the Smithsonian Museum of History was organized as this year's Volunteer Appreciation Event..
- c. B. Lowe reported that the department budget has been submitted and will be finalized on May 17, 2016.

8. **Adjournment:** D. Springer called for a motion to adjourn.

Motion: to adjourn. Made by: S. Waikart. Seconded by: S. Gough. Motion carried.

Meeting adjourned at 9:25 a.m.