

St. Mary's County Museum Division Board of Trustee
Meeting Minutes
Piney Point Lighthouse Museum
May 8, 2017 · 8:30 a.m.

Board Members Present: Dale Springer (President), Susan Erichsen, Susan Gough, Victor Govier, Eleanor Slater

Board Members Absent: Bryan Barthelme, Michael Blackwell, Helen Dorsey, James Banagan, Stephanie Waikart, Lynn Fitrell

Staff Present: Arthur Shepherd, Director, Dept. Recreation and Parks, April Havens, Acting Museum Director, Catherine Pratson, Director of Human Resources

1. **Call to Order:** D. Springer called the meeting to order at 8:50 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 noted that there was not a quorum.
5. **Approval of Minutes:** March 13, 2017 Minutes to be approved at the next board meeting.
6. **Old Business**
 - a. Arthur Shepherd was introduced by D. Springer as the interim Recreation and Parks Director.
 - b. Museum Director Position:
C. Pratson reported that there were 16 candidates for the position and the selection process has begun.
 - c. Strategic Plan
S. Erichsen presented the draft Strategic Plan for review and comment. Comments are due June 12, 2017.
 - d. American Alliance of Museums Re-Accreditation:
A progress report is due in August 18, 2017 and includes updates of the Strategic Plan, Museum Manager position, and MOU.
7. **New Business:**
 - a. St. Clements Hundred – No report.
 - b. Friends Update
Jazz Festival is on target with an increase in sponsorships
 - c. Museum Report:
 1. See attached report.
 2. A. Shepherd reported that he has acquired \$5,000 to repair bridges at St. Clements Museum.
 - d. Department Update – no report.
8. **Spring/Summer Events:**
 - a. Events: have been scheduled and will proceed as planned.
9. **Next Board of Trustee Meeting:**
 - a. Will be held on July 10, 2017 at 8:30 am – Room 14 Potomac Building.
10. **Adjournment.**

Meeting adjourned at 9:30 a.m.