

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

**January 11, 2010**

**Recreation and Parks Conference Room**

<b>BOARD MEMBERS PRESENT</b>	<b>BOARD MEMBERS ABSENT</b>
Lewie Aldridge, Jr. James Banagan Rose Davis Helen Dorsey  Susan Gough George Kennett Shirley Leyland  Frank Maio Barbara McWilliams	          Steve Dunlap E          John Madel 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 acting Secretary, George Kennett, called the roll and announced presence of a quorum.

**Approval of Minutes**

Minutes of the November 9, 2009 meeting and the agenda for this meeting were delivered electronically to Board Members. Frank Maio moved that the November 9, 2009 minutes, be approved. Lewie Aldridge, Jr. seconded the motion and the motion passed by voice vote.

**Old Business**

Debra provided board members with a copy of the final FY 2011-2015 Strategic Plan.

The approved meeting schedule for 2010 was reviewed and is shown below. Helen Dorsey asked that the meeting at the PPLHM&P be moved to May with the September meeting at the Recreation and Parks Conference Room. Phil Rollins advised that site work may be in process at

Piney Point. Helen made a motion to change the meeting places that was seconded by Susan Gough. The motion passed. The revised schedule shown below has been updated.

**New Business**

Debra reported on November and December activities. The Christmas events were well advertised and well attended considering the weather. Rose Davis commented that the volunteer hours for November and December were outstanding. New signage is in process for SCIM and new interpretive panels are being created for PPLH. The PPLH landscaping project is ready to move forward. The Island attendance figures are taken from the counters on the piers.

Phil Rollins reported that all capital projects are in their final year. The shore erosion project at PPLH should be completed this spring with some sea grass plantings. The kayak launch ramp is in place at PPLH. The Collection Storage Facility at SCIM contract has been awarded and the Friends are planning a ground breaking ceremony. The County Budget Process has begun and Capital Projects for FY14 are planned to include Restroom upgrades and exhibit upgrades at SCIM. The Capital Budget is expected to be very tight for the next couple of years based on a six year program.

Lewie reported that the Friends Budget for the coming year was approved.

**Up-Coming Activities**

President Leyland reviewed the Upcoming activities in the agenda. Summer hours for PPLH will begin April 1 contingent on site work and construction at the facility.

**Adjournment**

With no further business, Frank Maio moved to adjourn. Second by Jim Banagan. We adjourned at 08:43 am.

**Next Meeting Date/Location**

The table below is the revised meeting schedule for calendar year 2010:

<b>2010 MEETING DATES</b>	<b>MEETING TIME</b>	<b>MEETING PLACE</b>
January 11	08:00	Recreation & Parks Conference Room
March 8	08:00	Recreation & Parks Conference Room
March 25*	TBD	Maryland Day
May 10	08:00	PPLHM&HP
July 12	08:00	SCIM
September 13	08:00	Recreation & Parks Conference Room
November 8	08:00	Recreation & Parks Conference Room

- \*Not an official meeting.

Respectfully submitted,

Steve Dunlap, Secretary