

**Board of Trustees, Museum Division
St. Mary's County Department of Recreation and Parks**

Meeting Minutes

March 14, 2005

Room 14 Governmental Center

Members Present

Robert Arnold
Steve Dunlap
Greg Callaway
Joe Gass
Helen Dorsey

Rose Davis
George Kennett
Shirley Leyland
Herb Walling
Millie Huseman

Members Absent

Joe Balenger abs

Advisors Present

Phil Rollins, Director, Recreation, Parks, and Community Services
Debra Pence, Director, Museum Division

Call to Order

President Shirley Leyland called the meeting to order at 8:02 a.m. and led the Pledge of Allegiance followed by a moment of silent reflection.

Guest Speaker

Board of County Commissioners President, Thomas McKay joined our meeting this morning to discuss the state of St Mary's County. At the end of his remarks, he presented "St. Mary's County *Embracing Progress*" a seven-minute video on county progress. President McKay remained with us for the rest of the meeting.

Approval of Minutes

Minutes of the January 10, 2005 meeting and the agenda for this meeting were e-mailed/mailed to the members prior to the meeting. Rose Davis moved for approval of the minutes from the January 10, 2005 meeting, second by Bob Arnold. The board approved the minutes by voice vote.

Old Business

We thanked Debra Pence for her January and all of her monthly reports that keep us so well informed.

The Appraiser's Fair held at SCIM in mid-February was very successful. People were waiting in the parking lot for the fair to open and we filled the quota for all of the appraisers in the first hour and half. Ms. Pence intends to continue with the fair in the winter months to provide additional exposure of the museum to citizens of the county.

New Business

We received a summary of the Director's February report that discussed preparing the Museum Division for the coming season, preparing grant request, and developing new signage and interpretive displays.

On March 6, a marathon was held in Piney Point and the PPLHMP will receive a share of the proceeds because our volunteers supported the marathon. A large number of racers participated because the race was a qualifying race for the Boston Marathon. A 71-year-old racer from California extended his run by going beyond the water station at the end of Lighthouse Road so he could actually see the lighthouse.

Ms. Pence discussed the package of material she had previously mailed to the board concerning development of the Museum Division 2006 budget. The first item on her list was admission fees for 2006. She sought concurrence of the board to proceed with the following fee structure in her budget development.

Adults	\$3.00
Children 6-18	\$1.50
Seniors, Military, Groups	\$2.00

Herb Walling moved that the board accept the recommendation of the Director to use the above fee structure in her 2006 budget development. Steve Dunlap seconded the motion and the board passed the motion by voice vote.

Ms. Pence discussed the rental charge for the Keeper's Quarters at PPLHMP. She recommended that the board concur with her to prepare her 2006 budget plans using a rental of \$1,000 a month plus electricity. There was considerable discussion of the responsibilities of the tenants. Steve Dunlap proposed a motion to accept the \$1,000 monthly fee; second by Bob Arnold. During a discussion, Joe Gass moved to amend the fee to \$1,250; second by Millie Huseman. A voice vote was inclusive and the amendment passed by a 5-4 vote by a show of hands as did the motion. The intent of the board is that the Director

of the Museum Division act in the best interest of the Division and the County with respect to renting the keepers quarters.

The last budget formulation item discussed was the cooperative effort between the Tourism Division and the Museum Division concerning spending on advertising. Ms. Pence asked for clarification on the process from the Tourism Division. She will keep the board informed of progress.

Mr. Callaway indicated that the Board of the Friends of the Museum would be meeting tonight and that he would have several suggestions for that board related to the Friends Annual meeting last month.

Upcoming Events

The agenda contains the schedule for upcoming events. Please note that the Piney Point Lighthouse Celebration will be two days this year. It will be the weekend of May 14-15.

Next Meeting Date/Location

The table below is the meeting schedule for calendar year 2005.

2005 DATES	MEETING TIME	MEETING PLACE
January 10	08:00	SCIM
March 14	08:00	Room 14 Governmental Center
May 9	08:00	Recreation & Parks Conference Room
July 11	08:00	Recreation & Parks Conference Room
September 12	08:00	Recreation & Parks Conference Room
November 14	08:00	PPLHMP

Adjournment:

With no further business, Bob Arnold moved to adjourn, second by Millie Huseman. We adjourned at 9:42 A.M.

Respectfully submitted,

/Signature on file./

Steve Dunlap, Secretary