



HISTORIC ST. MARY'S CITY COMMISSION
COMMISSION MEETING
September 19, 2020
HSMC Full Board Meeting – Virtual Meeting

Board Meeting called to order at 10:30 a.m.

Commissioners attending virtually: Fr George, Commission Chair; Lawrence Leak, Commission Vice Chair; Tim Heely, Foundation President; Kelsey Bush, Mike Dougherty, Bill Drew, Margaret McFarland, Jean Russo, Mike Smolek, Danielle Troyan,

Staff attending virtually: Regina Faden, Executive Director; Joe Kangas, Peter Friesen, Silas Hurry, Doug Hunter, Travis Parno, Sharol Yeatman, Stephanie Whitehead, Howie Grube, Henry Miller, Porzia Purves

Guests attending virtually: Tracy Revis, Elena Langrill,

10:30 a.m. Board Meeting

1. Call to Order Fr. Bill George

0. Approval of Minutes Fr. Bill George

Father George requested approval of the May 2020 Minutes
Motion to approve Kelsey Bush, seconded by Dr. Larry Leak, Minutes approved.

0. Director's Report Regina Faden

Dr. Faden reported the commission staff continues working with Howard & Revis in developing the Master Plan. At this time we are still in discovery and reviewing the responses from the community partners. We want the plan in place by the 2021 Legislative Session and will be asking Senator Bailey and Delegate Crosby to help introduce the Master Plan to the legislators.

Dr. Faden thanked the Foundation for providing the funding for producing the new master plan, and introduced Tracy Revis, Principal of Howard & Revis, who reviewed the Master Plan process.

4. Committee Reports

A. Finance & Administration

Michael Dougherty

Mr. Dougherty reported the museum could have a financial crisis in FY22. Facility projects are still moving forward. Joe has a great relationship with DGS and facility updates are moving along, such as the State House Bathrooms, the Visitor Center HVAC, and water fountains. Please remember if you have Annapolis contacts please tell them HSMC is being impacted. The staff is working very hard to adjust. They are pursuing grants and other funding. Dr. Faden and Dr. Parno are working on a community grant and seeking support from Senators Cardin and Van Hollen, and are seeking support from Congressman Hoyer. Dr. Faden, Dr. Parno, and Mr. Friesen have submitted an IMLS grant to rewrite the Master Interpretive Plan.

B. Governmental Relations

Margaret McFarland

Ms. McFarland reported the Governmental Relations committee held a joint meeting with the Finance and Administration since there is so much cross over. The group discussed how to best gain support. Discussion ensued and consensus was that outreach to elected officials is crucial.

C. Research

Jean Russo

Dr. Parno reported the MHIC exhibit development planning is ongoing. The Department has been working with Facilities on the State House Bathrooms and the Strickland Parker house. The Department is working on a plan to return the human remains to the Chapel. We are working on a system with facilities to make the area safe and stable, in addition to finishing the chapel exhibit.

Due to COVID restrictions the arrival of the *Ark & Dove* scholar program has been put on hold; the funds are available and will remain unused until we can invite another scholar.

Ms. Whitehead wrote a successful IMLS grant in the amount of \$150K to be used to assist with the backlog of artifact processing, allowing us to hire a collections care assistant.

In addition the Research Department now has a MOU in place for mutual assistance in collections disaster recovery with Jefferson Patterson Park and Museum.

Dr. Parno reported the department held a successful outreach with local Native Americans with an open dialogue; this was done to help strengthen our relationship. The next one will be held virtually.

Dr. Faden will be teaching a museum management course in the spring. The college has seen a tremendous increase in the museums studies program ENROLLMENT.

Dr. Parno reported that Mr. Hurry updated the Collections Policy and needs approval by the board today. **Dr. Leak moved to approve the updated Collections Policy seconded by Ms. Troyan. The motion for acceptance was passed.**

Dr. Parno reported the Ms. Whitehead updated the Conservation Policy to include best practices. The policy needs to be approved by the board. **Dr. Leak moved to approve the updated Conservation Policy seconded by Ms. Troyan. The motion for acceptance was passed.**

D. Education and Marketing

Danielle Troyan

Ms. Troyan reminded the board the committee notes were in the portal.

Mr. Friesen reported the museum has reopened and the number one priority is safety of staff and guests. Following guidelines, staff made facilities updates for safety. The staff continues to work on new workshop ideas, an example was Homeschool Friday. We have sent out a survey to teachers with suggestions for small groups to visit, we have had some good response.

Ms. Yeatman reviewed the new website demo pages. She noted that the top of every page there is a link to membership; Mr. Grube is working with Square to get it up and running. We will have a link to the new site on our Facebook page. The new website is clean with more images and we are excited to launch this project. Dr. Faden reminded the board that the Foundation is sponsoring the new website.

5. Foundation Report

Tim Heely

Mr. Heely reported the Margaret Brent Pavilion has been completed and payments have been signed by the Foundation Treasurer. This culminates over 6 years of collaboration between the Foundation and the Commission and will make a huge impact on the education and events staff. Gina and Joe have worked tirelessly to see this project through and with the help of an additional allocation from the state we were able to see this project through.

Mr. Heely added that today's website presentation is the culmination of three years of work with the Foundation to get a new (and much needed) website for the museum. The Foundation contributed both funds and volunteer resources, Carl Widell among others, in support of this contract.

The Foundation has provided matching funds to accompany a MHAA Grant award for the purpose of hiring Howard + Revis to produce the new HSMC Master Plan.

The Foundation has contributed to maintenance costs associated with the current *Maryland Dove*. *The Maryland Dove* Fund has been a consistent source of much-needed operations and maintenance funds for the Dove and the Foundation recognizes the fundraising support from Captain Will Gates in particular and his entire crew.

Finally, Mr. Heely added that in any Foundation report, the first three accomplishments would represent major milestones for the organization, but to have all three occur in one reporting period (much less during a pandemic) is a testimony to the collaborative nature of our two bodies and the hopeful future of this institution.

Father George thanked Mr. Heely and the Foundation for website and all the support given to Historic St. Mary's City.

Motion to adjourn Meeting at 11:40 a.m. from Ms. Troyan and seconded by Kelsey Bush.

Upcoming Meeting Dates:

March 20, 2021

September 18, 2021

March 19, 2022

September 17, 2022