



**CALVERT MARINE MUSEUM
BOARD OF GOVERNORS
Wednesday, August 4, 2021**

The regular meeting of the Calvert Marine Museum (CMM) Board of Governors was held on Wednesday, August 4, 2021, in the Harms Gallery in the CMM Exhibition Building and via ZOOM.

PRESENT: Stephen Clagett, Ivan Behel, Helen Daugherty, Paula Gray, Marianne Harms, Charles Jackson, Dixie Miller, Martha Rymer, Frank Taylor, Dr. John Weigel

ABSENT: Capt. John Brabazon, Mike Hart, Amy Lorenzini, Jaymi Sterling, Henry Trentman, Nancy Wieck

STAFF: Jeff Murray, Rachelle Green, Roxie Welch, Kathleen Porecki, Carey Crane, Maia DiLorenzo, Clarence Schumaker

I. Call to Order – Mr. Clagett called the meeting to order at 3:03 p.m. and announced the meeting would be recorded.

II. Approval of Minutes of May 5, 2021 Meeting

Mr. Clagett asked for a motion to approve the minutes of the last meeting.

Action: Mr. Taylor made a motion, seconded by Ms. Miller, and carried to approve the Board of Governors Minutes of May 5, 2021. The motion carried unanimously.

III. Director's Report – Jeff Murray

a. Lore Oyster House Renovation Project Update – CMM Carpenter Preparator Maia DiLorenzo is an expert in restoration carpentry. Contractors will begin north end building repairs and replace the siding. Primary roof repair and window replacement will be done with remaining funds.

b. Boat Basin Renovation Project Update – Between November 1 and April 1, we will replace the boardwalk and pier decks, cross-brace the pilings so they stay in place and replace rotted façade boards around the bulkhead. County capital projects money and DNR funds will be utilized.

Museum Attendance

Attendance is up, between 6,500-6,700 visitors per month, in May and June. Sharkfest was well attended.

Staff Updates

Temporary Facilities & Event Coordinator, Claire Eder, started on July 6 and will be with us for six months. Interviews for the Director of Development, Communications and Marketing Coordinator, and Director of Retail Operations positions will take place the end of August. Interested board members will participate in the interviews. The half-time accountant position will be posted next year. Aquarist Dottie Yunger resigned and has

accepted another position in Maine. Her last day is August 27. Rae Dera will fill in as a temporarily aquarist until a full-time aquarist is hired.

Physical Plant

The leak on the Exhibition building roof and deck has been fixed. The DPLH cupola roof leak has been temporarily sealed and will be permanently fixed in the coming months.

Programs and Events

Sharkfest brought in 2,200+ paid visitors throughout the day. The *Sharks! Sink Your Teeth In!* exhibit opened on the mezzanine level. Micro-exhibit, *A Race to the Pearl: Black Voices from the Packinghouse* opened on Juneteenth in print and digital formats.

Museum Store

The Museum Store's remarkable performance for FY21 helped the CMM Society achieve an unexpected surplus. July 2021 sales were \$74,128, surpassing July 2019 sales of \$64,196. The store is experiencing supply chain and shipping issues with vendors. Items are ordered, but some may arrive late or not at all.

IV. Guest Curator's Report – Carey Crane, Curator of Exhibits

Carey Crane introduced the two newest Exhibit Department staff members, Maia DiLorenzo and Clarence "Shoe" Schumaker. Maia joined CMM in April 2020 as the museum carpenter preparator. She is working on the LOH restoration project and is taking the lead in repairing the DPLH. Clarence started in October of 2020. With 30+ years of experience as an artist and fabricator, he provides original artwork for the museum and handles exhibit design and fabrication.

Since April 2020, Exhibits supported the reopening of the museum with signage and installed two exhibits in the mezzanine gallery – *Faces of the Chesapeake – Photographs by A. Aubrey Bodine, Flora or Fauna*, and *Sharks! Sink Your Teeth In!* The Sharks exhibit will run through December 2022. Planning is well underway for the James Adams floating theater exhibit, opening March 1, 2023.

Exhibits designed and installed two micro-exhibits: *Her Story Celebrating Southern Maryland Women*, and *A Race to the Pearl – Black Voices from the Packinghouse* that opened in July. Mr. Crane is developing a 5-year exhibits plan. Staff will also participate in planning for Maritime History Gallery.

V. BOG Financial Report – Roxie Welch

a. BOG Overview of Funds

Ms. Welch provided an overview of all FY21 BOG unrestricted and restricted accounts.

b. BOG Departmental Summary and Summary Report by Department CMM Income & Expense Statement (6/30/21)

The Committee reviewed FY21 financial results:

- Board of Governors year-to-date preliminary results are a net loss of (\$84,032). BOG was budgeted to have (\$128K) loss.

- Admissions is 130% of what was budgeted. We budgeted 50% of FY20.
- Though Education had less income, there were less expenses.
- Many departments watched expenses and did not use all their budget.

c. **BOG Restricted Account Balances and Review** (6/30/21)

BOG Restricted and Designated fund balance total is \$1,270,177. We are doing well, due to SAI funding and endowments.

VI. BOG Committee Reports

a. **Budget & Finance** – Chip Jackson / Roxie Welch / Jeff Murray

Mr. Jackson thanked staff for doing a terrific job finding revenue and identifying funding for the BOG. The Committee met often through FY21.

- i. **Investment Policies for restricted endowments and non-endowed funds** – The BOG has \$500K in small endowments yet did not have an investment policy. The Committee asked Wells Fargo to draft investment policies and Mr. Bird presented the first draft at the last meeting. He is in the process of making requested revisions.

b. **Bylaws** – Amy Lorenzini / Jaymi Sterling / Jeff Murray

The Committee reviewed both sets of bylaws and will attempt to present revisions to the board by mid-September. They must be distributed within 20 days of the next meeting.

c. **Nominating** – Amy Lorenzini / Stephen Clagett / Jeff Murray

The Board needs to nominate four Calvert County residents by the end of the year. Send your recommendations to Nominating Committee members by mid-August.

VII. Old Business

No old business was discussed.

VIII. New Business

- a. **Formation of Strategic Plan Committee** – The Committee will work on the Strategic Plan update, Site Master Plan review, and Society Business Plan review. Directors Jackson, Behel, Trentman, and Weigel will serve on the committee. CMM staff, board members, and stakeholders will make up the committee. Mr. Murray will send the last plan, completed in 2008, to interested board members before the meeting next month. The process will take six to seven months.

IX. Adjournment

Action: With no further business of the Board of Governors, Ms. Gray made a motion, seconded by Ms. Miller, and carried to adjourn the meeting at 3:50 p.m.