

BOARD OF TRUSTEES
ST. MARY'S COLLEGE OF MARYLAND

GENERAL SESSION

Date: October 9, 2010
Hour: 10:00 a.m.

Site: St. Mary's College of Maryland
St. Mary's City, Maryland

TRUSTEES PRESENT

Molly Mahoney Matthews (Chair), Sherrie Robinson Bailey '81, Arthur Birney, Jr., Cindy Broyles '79, Tom Daugherty '65, Peg Duchesne '77, Gail Harmon, Neil Irwin '00, Thomas Penfield Jackson, Gary Jobson, Larry Leak '76, John McAllister, Mike O'Brien '68, Katharine Russell, Daniel Ruthenberg-Marshall, Paul Schultheis '98, Robert Waldschmitt and John Wobensmith '93.

TRUSTEES ABSENT

Benjamin Bradlee, Steny Hoyer, Jim Muldoon

OTHERS PRESENT

Laura Bayless, Thomas Botzman, Regina Faden, Kathy Grimes, Mark Heidrich, Dan Ingersoll, Charles Jackson, Sally Mercer, Robert Paul, Maureen Silva, Sara Slaff, James Stone, Kate Ufford, Joe Urgo, Larry Vote and Elizabeth Nutt Williams. Press Sarah Miller/County Times, Jesse Yeatman/Enterprise. Student IT techs Mica Artis, Jarrod Lathrop and Samir Marinelli.

NOTICE OF EXECUTIVE SESSION

In accordance with the 1991 State Open Meetings Law, H.B. 1321, Chair Molly Mahoney Matthews reported that an Executive Session had taken place prior to the start of the General Session in order to discuss personnel matters.

AGENDA

The agenda for the General Session was approved as presented.

MINUTES

The minutes of the May 14, 2010 General Session were approved as presented.

ACTIONS

1. Action Item 1011-02: Recommendation to Approve Revisions to FY10 Current Fund (Operating) Unrestricted Budget

Motion was made to approve revisions to FY10 current fund (operating) unrestricted budget. The motion was seconded and passed unanimously.

2. Action Item 1011-03: Recommendation to Approve River Center Financing

Motion was made to approve River Center financing. The motion was seconded and passed with one abstention.

3. Action Item 1011-04: Recommendation to Approve Revision of FY11 Current Fund (Operating) Unrestricted Budget

Motion was made to approve revision of FY11 current fund (operating) unrestricted budget. The motion was seconded and passed unanimously.

4. Action Item 1011-05: Recommendation to Approve Reconciliation of FY11 Plant Fund (Capital) Budget

Motion was made to approve reconciliation of FY11 plant fund (capital) budget. The motion was seconded and passed unanimously.

5. Action Item 1011-06: Recommendation to Approve Tuition Waiver Policy

Motion was made to approve tuition waiver policy. The motion was seconded and passed unanimously.

6. Action Item 1011-07: Recommendation to Approve Revised College Mission Statement as Required by Maryland Higher Education Commission (MHEC)

Motion was made to approve revised College mission statement as required by MHEC. The motion was seconded and passed unanimously.

REPORTS

Report of the Chair

Molly Mahoney Matthews welcomed all in attendance to the 657th meeting of the St. Mary's College of Maryland Board of Trustees, stating that an Executive Session had taken place prior to the General Session. Chair Matthews reported the following accomplishments since the May 2010 meeting:

- Welcomed new president Joe Urgo, noting that “New president – new era” was the headline for a major profile of Dr. Urgo in *The Washington Post*.
- St. Mary's College sailors won their 15th national collegiate sailing championship in June.
- The College will host state candidates' forums, co-hosted by the League of Women Voters and the NAACP. In addition, Todd Eberly, assistant professor and acting director of the Center for the Study of Democracy, is regularly featured as a political analyst in local and regional media.
- The annual rankings by the major guides continue to give St. Mary's top grades; including the influential *U.S. News & World Report*, which lists the College as one of the top five public liberal arts colleges in the nation and has moved the college up four spots to 88 in the list of the top 100 national liberal arts colleges.

- A \$265K grant was awarded to the Mathematics and Computer Science Department by the National Science Foundation for an undergraduate math enrichment program.
- Local media and national environmental outlets noted the College is one of five organizations to receive the Leadership Award of the Maryland Green Registry. This is the first year the Registry has recognized special leadership amongst its 210 members.
- Matthews concluded her report by noting that financial constraints and state mandated “administrative service days” continue to challenge morale. The College’s financial position is good, thanks to strong leadership.

Report of the President

President Joe Urgo addressed the trustees on the history of the liberal arts education and the concept of St. Mary’s College as a public trust. The full address can be found at <http://www.smcm.edu/president/publictrust.html>.

Report of the Faculty Senate President

Faculty Senate President Bob Paul offered an overview of the Faculty Senate and how it operates.

- **Background on Faculty Senate:** The faculty by-laws lay out the responsibilities, organization, and procedures under which the faculty operate. The Senate is made up of 21 individuals with the Dean of the Faculty (Larry Vote) as an ex-officio member. There are 18 department representatives, one library representative, one cross-disciplinary representative, and the Faculty Senate president. All terms are for three years and they are staggered, so 1/3 of the Senate turns over each year. The Faculty Senate president is elected by the whole faculty for a three-year term, and I am in my last year. The Senate meets every other week.

There are four standing committees of the Senate: Academic Policy, Curriculum, Faculty Issues, and Academic Planning. Faculty are also well represented on the college-wide Strategic Planning Committee. With the advent of the core curriculum three years ago, faculty also established two ad hoc committees: the Core Curriculum Committee (CCC) and Faculty Committee on Internationalization (FCI). The Senate refers important matters to Senate committees who then report back often with action items for Senate consideration. If warranted these items are communicated to the Dean of the Faculty.

Because one third of the Senate is replaced annually, the Senate holds a retreat just before the academic year begins. This activity helps to identify critical issues to be taken up in the coming year and provides an opportunity to have general discussions. This year’s retreat took place on August 26th and was an excellent half-day session with President Urgo and the College’s vice presidents all in attendance. International education and faculty by-laws revisions were identified as critical issues to be addressed during the current academic year.

- **Committees:** All of the Faculty Senate committees have been staffed at this time. A faculty member will be elected to serve on the new Board of Trustees International Studies Committee at the October 26th general faculty meeting. An ad hoc committee has

been appointed to make sweeping and comprehensive recommendations to the faculty by-laws. Presentation to the Board of Trustees is anticipated for the spring. Included in this committee's work will be the establishment of CCC and FCI as standing committees with standing charges and responsibilities. The faculty is also in the process of establishing an ad hoc International Education Task Force to provide a broader look at IE academic programs than the FCI can provide. Draft charges to the IE Task Force are purposefully broad and include:

- writing an IE vision/mission statement that embodies the academic goals of our programs
- creating a framework for an IE strategic plan with tasks prioritized
- identifying which groups should take up the IE issues

Paul concluded his report by noting that morale has improved. Faculty believe that they are being heard at all levels, and have renewed confidence in their ability to effect change. Faculty like Dr. Urgo, expect great things from him, and are looking forward to developing an excellent rapport.

Report of the Student Trustee

Student trustee Daniel Ruthenberg-Marshall reported:

- Students are happy to have President Urgo on board.
- Gender neutral housing is under consideration and strongly supported.
- Several efforts, including Keep St. Mary's Beautiful and the Arboretum Planning Group, are working on campus beautification projects.
- A campus pub, which would provide a model for drinking in moderation and a secondary eating location, is strongly supported by students.
- Family Weekend, with the return of the President's Reception and the introduction of bamboo to replace cardboard for the annual boat race, was a great success.
- Students continue to be concerned about slow internet speeds that limit effective use of online resources.
- Students are supportive of bringing back the bike shop as evidence of the College's support for sustainable transportation.
- Mold in student housing has been a serious concern and has resulted in temporary displacement of over 40 students.

REPORTS FROM COMMITTEES

Academic Affairs

Chair Larry Leak reported:

- The committee's agenda included four information items: agenda for the coming year, update of the College's draft strategic plan, future meeting dates, reports from faculty senate president and vice president.
- The committee approved the revised College mission statement for MHEC, and asks for Board approval.
- Action items related to faculty personnel actions (concluding contracts and resignations) were reviewed in Executive Session.

Building and Grounds

Chair Paul Schultheis reported:

- The Buildings and Grounds Committee met on September 3rd.
- The committee discussed the status of ongoing negotiations with SMECO to take ownership of the College's electrical infrastructure. Ownership by SMECO will relieve the College of responsibility to maintain the system.
- The committee reviewed the College's draft Climate Action Plan. This plan, which provides a framework for achieving climate neutrality by 2020, will be submitted to the American College and University President's Climate Commitment program at the end of the year.
- The committee also reviewed the preliminary designs for both the Margaret Brent relocation and the new metal storage building. Margaret Brent will be moved to the parking lot adjacent to the Campus Center. The metal building will be located on Historic St. Mary's City property on Mattapany Road and will allow portions of the Physical Plant building to be renovated for art studio and art storage.
- The committee reviewed the College's current grounds program and discussed development of a landscape master plan to address improvements. An exciting element of the plan, being led by Lesley Urgo, is the establishment of an arboretum.
- The committee reviewed the developing design of the Anne Arundel Hall and Maryland Heritage Interpretive Center projects. Progress remains on schedule for demolishing the existing building in the fall of 2012.
- The project to create an Alumni House in the Rectory is complete. Board members are invited to stop by the Alumni House at some point during their visits.
- The College has received a number of recent design awards. The James P. Muldoon River Center recently won awards from both the US Brick Industry Association and the Northern Virginia Chapter of the American Institute of Architects. Goodpaster Hall won the top design award by the Maryland Chapter of the American Institute of Architects. Having won two awards last year for sustainable design, the recent Goodpaster Hall award has received attention for showcasing that green buildings can achieve design excellence within a particular architectural setting.
- Mold issues are currently being experienced in the townhouses. Mold was initially found in one unit. As reported in the *Point News*, college staff subsequently initiated an inspection of the remaining units on the Townhouse Green. Mold has also been discovered in additional units. The College is taking this issue very seriously. Staff from Residential Life, Physical Plant, Environmental Health & Safety and the Health Center have been working together to remediate the mold and to coordinate with the students. Work should be completed this coming week. A note was sent from the father of one of the students from the initial townhouse unit. It reads:

“Just wanted to thank you and your staff for your attentiveness and thoroughness to the water damage issues in Boone 4. I understand how difficult it must be to try to determine how resources are managed on a campus like St. Mary's. The issue was handled professionally and quickly once the extent of the issue was identified. Your staff did an excellent job and I would be very proud of them. Thanks again for your availability and responsiveness.”

Community Relations

Chair Mike O'Brien reported:

- The Community Relations Committee met on Tuesday, September 14, 2010 at 12:00 pm EDT via conference call.
- There were no action items before the committee. Informational reports were offered by College staff.

Tom Botzman's legislative update included:

- The College filed the FY12 state budget request
- President Uργο will testify on the College operating and capital request at MHEC on 9/16/10. We will ask for our inflator as a part of the operating request.

Chip Jackson provided an update on capital projects and capital design advisory (CDA) activities:

- The last CDA open house was held on 4/4/10 to provide information to the local community about the Anne Arundel/Maryland Heritage Interpretive Center project, the Margaret Brent relocation, the HSMC woodshop and the joint storage building, Chancellor's Point, and traffic calming plans. This was the fourth public meeting on the Anne Arundel and traffic calming projects.
- The next CDA meeting will be in 1/11 and will include master planning and the arboretum in addition to Anne Arundel and traffic calming projects.

Maureen Silva briefed the committee on recent advancement office activities:

- Since President Uργο's arrival, the development staff has spearheaded the effort to get President Uργο in front of people and organizations he should meet, both donors and community members. A meeting at Patuxent River Naval Air Station with Vice Admiral David Architzel included discussion of how the College might expand its role with the base.
- Preliminary work is being done on institutional branding
- Capital project renovations in the Rectory have been done to make a welcoming space for alumni. The renovations include making the first-floor bathroom ADA compliant.
- The College is preparing for campaign mode in about two years; the dollar amount on the campaign will be informed by a feasibility study.

Lee Capristo provided an update on publications and media relations:

- Summer media attention focused on the arrival of President Uργο, the River Concert Series and the Governor's Cup Yacht Race.
- A new web calendar of events launched in August and takes over some of the role of the printed calendar of events that will no longer be mailed unless requested.
- A new digital Viewbook for Admissions is about to launch. It works on i-Pad machines and also as a Flash file and can be shared through Facebook, twitter, and e-mail.
- The office produced the summer issues of *River Gazette* and *Mulberry Tree* and is about to publish the fall issue of *River Gazette*.

Barbara Bershon provided an update on Arts Outreach activities:

- The twelfth season of the River Concert Series was a huge success. It is believed that the July 2 concert drew the largest crowd ever, with an estimated 12,000 people. Community (business) sponsorships for RCS grew by three this year to 44, and 73 businesses advertised in the program. The audience contributed \$21,598 in bucket donations. The annual appreciation party is 10/31 at the St. Mary's County fairgrounds.
- The Arts Alliance continues to attract new members and now totals over 800 individual members.
- Through the Italian Cultural and Educational Exchange Scholarship Program, the College hosted 10 Italian high-school students this summer with their teacher. They participated in activities at the College and HSMC in addition to tours of Washington, D.C., Baltimore and Annapolis.

Athletics activities that involve the community were briefly recapped before the meeting adjourned:

- These activities include summer youth camps in soccer and basketball and several youth tennis clinics.
- Varsity athletes are involved weekly in mentoring elementary and middle school students in the community through a reading program (at Carver Elementary School) and the FLOW mentoring program (at Spring Ridge Middle School).
- The women's soccer team will host a Kids Night Out in the Michael P. O'Brien Athletics and Recreation Center on selected Friday nights to give community children the chance to enjoy the facilities.
- The varsity sailing team participated in the Sailing Center Chesapeake summer Challenge on 6/29, which was a fundraiser for several charities including Hospice. The team also participated in the Ralph Clark Memorial Regatta on 9/4 with the St. Mary's River Yacht Club. The Urgos also participated in this event, which has been running since 1997.

Development Committee

Chair Cindy Broyles reported:

- The Development Committee met on September 16, 2010 and welcomed Dr. Maureen Silva as the new Vice President of Advancement for the College.
- The Development Committee is looking forward to partnering with Silva to help her take fundraising at St. Mary's College of Maryland to the next level. The committee intends to challenge the Board of Trustees to become more involved in fundraising, both by increasing their personal financial commitments to the College and by helping to cultivate and solicit other donors. Development plans will align to support the near term and long range plans of the College as outlined in the Strategic Plan.
- Silva briefed the committee on her initial activities in Office of Advancement:
 - There is ongoing reorganization of the Advancement Office in order to enhance the friend-raising and fundraising functions.
 - There have been preliminary discussions with Dr. Urgo to move into an immediate \$5 million, two-year, mini campaign to enhance access for students with need.
 - A major comprehensive campaign could begin in 18 months to two years. The organization of the Advancement Office, the ongoing cultivation of prospects, and the

- finalization of the College's strategic plan are some of the preparations in advance of a campaign. The goal is to go public during the College's 175th anniversary in 2015.
- The committee was presented with new fundraising reports for fiscal year 2010: total cash (measures financial success) \$1.6 million and total commitments (measures the success of the fundraising operation) \$1.2 million for fiscal year 2010.
 - Ronnie Miles, Alumni Council representative, reported that the council will focus on a class giving challenge.
 - Barbara Bershon briefed the committee on the success of the 12th season of the River Concert Series and the upcoming Arts Alliance event on October 31, 2010 at the St. Mary's County Fairgrounds.

Enrollment and Student Affairs

Chair Neil Irwin reported:

- The Enrollment and Student Affairs Committee met on Friday, October 8
- Enrollment of the class of 2014 stands at 449 students. Average GPA is 3.34 and average SAT score is 1207.
- 17% of the class are first-generation students and 15% come from out of state.
- Financial aid is a serious concern and there is a critical need for scholarship dollars.
- The committee received a cultural diversity report from MHEC demonstrating that the needs of underrepresented students are difficult to meet. St. Mary's has achieved some level of success in this area.
- The committee received an update from the Career Development Center. Current activities focus on ensuring that students have adequate resume-writing, interviewing and networking skills. There is less emphasis on offering career fairs on campus.
- The committee has agreed upon Peace Corps Director Aaron Williams as the 2011 Commencement speaker. An action item will come before the Board in December.

Finance, Investment and Audit

Chair John Wobensmith reported:

- The FIA committee met on Friday, September 10.
- Five action items were approved and are being brought forward today.
- An update on the legislative audit and the latest Managing for Results submission to the Maryland Department of Budget and Management are available as information items in the Board binder.

Government Relations

Chair Gary Jobson reported:

- The Government Relations Committee will have its first meeting in November.
- Dr. Urgo presented the College's operating and capital budget request to the Maryland Higher Education Committee on September 16. The College is requesting the block grant and inflator for fiscal year 2012, but does not have any capital budget requests. Last year's budget bill provided an opening to flat fund the College's budget for 2012. Dr. Urgo's testimony was well received.
- College staff members have also attended several meetings related to budgets and state capital debt limits. Substantial discussions with the Department of Budget and

Management have helped shape budget projections for this year and subsequent years. Overall, state budget revenue appears to be stabilizing, with moderating capital expenditures projected for the next several years.

- The Maryland Student Legislature (MSL) is going strong with three St. Mary's students serving on its Council of State: the Governor, the Secretary of State and the Attorney General. On the MSL Governor's Cabinet, students Chris Ingraham and Alex Wells serve as the Chief of Staff / Political Liaison and Assistant Political Liaison respectively. The College will host the MSL's Board of Directors meeting on November 6th and its Fall Interim Assembly November 19th through 21st. This will be the second year hosting the Fall Interim Assembly, which will include all of the delegations in Maryland.
- The Legislative Advisory Committee will continue to be an integral part of the Government Relations Committee again this year.
- The search for next year's Schaefer Legislative Intern begins soon. A great deal of interest in this internship has been expressed and the College expects a number of qualified students to apply.

International Studies

Chair Lex Birney reported:

- The International Studies Committee held its first meeting on October 8.
- The committee's agenda included:
 - a briefing by LaRita Hagar on the participation numbers within the international programs
 - a briefing on the organization of the internationalization support
 - a briefing on the information resources available to faculty, students and staff.
- Faculty Senate President Bob Paul gave the committee an update on the Faculty Senate Task Force on Internationalization and the committee discussed next steps and organizational details.

Inaugural Committee

Co-Chair Peg Duchesne reported:

- The inaugural planning group has met and the full committee will meet on October 25.
- Maryland Day (March 25, 2011) will be the date of the installation ceremony for President Urgo.
- Activities are being planned for the week leading up to the ceremony, including:
 - Campus beautification/arboretum activities
 - An academic symposium
 - Student entertainment
 - Community, donor and trustee involvement
 - Coordination with HSMC around Maryland Day activities
- Save the date materials are being developed and full invitations will be sent in late January.
- The installation ceremony will feature speakers of personal importance to President Urgo and will be held Saturday afternoon after the Maryland Day ceremony at HSMC.

REPORTS FROM ASSOCIATED ORGANIZATIONS

St. Mary's College of Maryland Alumni Association

Paul Schultheis reported:

- Thanks to Maureen Silva and Joe Urgo for all of the attention that they have given to alumni relations since they've been here. There is a lot of excitement in the Alumni Office and from the alumni association.
- The Alumni Council had their annual retreat in September. The Council welcomed five new members from across the decades and as far back as the 1950s. These new members (Barbara Dinsenhacher '56, Sue Davis Butler '73, Mary Body '79, Laurie Menser '01 and Jae Lim '09) are highly motivated and very excited to be on board. At the retreat, committees were reorganized, an events committee was added, Alumni Weekend planning began, and the Council discussed the formulation of a Student Alumni Association.
- The Rectory has gone through some intense renovations over the past few months to make a space that is more inviting to our Alumni and other visitors to campus. By moving the gift officers to Calvert Hall, we were able to create a reception room for the alums. The interior of the building was repainted, new furniture was purchased, new artwork from the school collection was hung, and the lower floor was made ADA compliant. The building will soon be renamed the Alumni House. The majority of the work is finished and trustees are encouraged to stop by.
- A new position for an Alumni Relations Coordinator in the Alumni Office was advertised. Over the past few years the Alumni Office has created many new ways to connect to our alumni through social media. The new hire will spend much of his/her time maintaining these resources. These resources include the online communities LinkedIn and Facebook, the web page, photo gallery, and Alumni e-newsletter. The new hire will also assist with events such as Alumni Weekend and Hawktober Festival which have grown so quickly that they would be impossible to maintain without additional staff support.
- Another benefit of the new position is that Alumni Director Dave Sushinsky and Assistant Director Beth Byrd will have more time to expand the scope of their alumni events around the country. Before the end of next year, the goal is to add active chapters in Boston, New York and Annapolis.
- Coming up this fall we have alumni events in Boston, Southern Maryland, and Washington DC. Sushinsky and Silva will join staff members from the Admissions Office to host an event at the Kinsale Pub in Boston. Agenda items include talking to alumni in attendance about the idea of a formal chapter for the region.
- The Southern Maryland Chapter is hosting an Antiques Appraisal Fair at the Solomon's Island Yacht Club on Sunday, November 14. David and Michael Quinn from Quinn Auction Galleries "What's in Your Attic?" will be our on-site appraisers.
- The DC Chapter is hosting a post-election event at the Laughing Man Tavern downtown on Monday, November 15. All of these events will be live on the alumni web page by next week and trustees are invited to attend any of the events.
- October 1-2 was the 3rd annual Hawktober Festival Homecoming celebration. Rain postponed the golf tournament until October 29th. There were 120 registered runners for the Petruccelli 5K and over 500 guests came to the hospitality tent. This has quickly become a great tradition for alumni and has grown in attendance every year.

St. Mary's College of Maryland Foundation Board and Joint Investment Advisory Committee

Foundation Board President Jim Stone reported:

- The Foundation Board will meet on October 19th.
- Expenditures are being reviewed and new reports will be created.
- Askey & Askey are providing temporary accounting services while a revised structure for Foundation accounting services is developed.
- The preliminary audit report was received on October 8 and supports plans to make changes in accounting practices to utilize the College's procurement policies and procedures.
- The Joint Investment Advisory Committee plans to meet on October 19th.

Historic St. Mary's City

Larry Leak recognized HSMC Executive Director Regina Faden, who reported:

Administration

- The restoration of the Bean Barn on Rt. 5 will begin in the next few weeks. HSMC will post a banner along Route 5 that acknowledges students of St. Mary's College are helping to preserve the barn.

Marketing

- HSMC has reviewed the newsletter for use in marketing events/programs, fundraising and soliciting corporate & individual members.
- To help with branding and customer service, new email addresses were created for HSMC employees working directly with the public.
Ex: groups@stmaryscity.org, marketing@stmaryscity.org, info@stmaryscity.org
- The Group & Educational Tour Coordinator has reworked the database so that this winter we can begin to establish marketing lists for community and affinity groups.
- The existing booking process does not provide the opportunity for bookings via e-mail or online. This will be changed with the implementation of a new website. In the meantime, an increase in bookings has been noticed via e-mail with the implementation of the groups@stmaryscity.org address.

Group Tour & Tourism

- School tours are doing well this fall. The Museum saw an increase in school tours in FY10, its highest in five years. General visitation was up 15%. Recent events have some of the highest attendance in their history, including Riverfest.
- Thanks to the College for helping improve bus access at St. John's site, which also improves potential revenue. HSMC is booking group tours for this as well as our main campus.
- HSMC has joined the American Bus Association. This organization helps match attractions with tour operators. Director of Marketing will be attending the American Bus Association (ABA) Conference in January. We are creating theme tours so that operators can have a better understanding of what their group will experience on site. This type of focus makes HSMC much more marketable. Examples include:
Maryland's Beginnings (Highlights) Sites Toured: Plantation, Maryland Dove, Town Center and the Indian Hamlet.
Church & State Sites Toured: State House, Chapel and the Town Center
Archaeological Discoveries Sites Toured: Visitor Center exhibits, St. John's Museum, Town Center and the Chapel.

- With no on-site food service available, Jennifer Legates loosened previous internal restrictions on use of State House during operating hours for group lunches. Working with Education staff, Events Manager Muffin Padukiewicz developed boxed lunch offerings and an ordering system. Padukiewicz currently works directly with clients on all boxed lunch orders and on-site service during their visit.

Education

- Changes in personnel are being made with an eye towards streamlining duties and empower staff to allow HSMC to:
 - Expand group tours beyond 4th grade field trips to community organizations, affinity groups and tour operators
 - Expand family/adult educational programming efforts to include early childhood, parent and child workshops, adult workshops, concerts, etc.
 - Improve customer service by ensuring customers clearly understand who to contact
- Large scale events are being reworked or replaced to allow for new staff generated ideas. An example is: *Civil War Comes to St. Mary's* is scheduled for October 2011; this is a comparison/contrast between the English Civil War and the American Civil War. (Just in time for the 2011 kick-off of the Civil War Sesquicentennial.)
- New 2011 children/family educational program offerings:
 - An early childhood series- tentatively titled “Little Explorers” a series for 3-5 year old children + parents. Starting March 2011 it will be held bi-weekly spring and fall.
 - Activities already offered for summer visitors by site staff have been repackaged into a “Hands on History” summer drop-in activity series included with admission and held every Saturday July – September.
 - More in-depth family offerings are being re-packaged into a new series. Examples include: “So You Want to Be a Colonial Cook,” “So You Want to be a Sailor.”
- The museum was granted a Professional Fellowship to support the Chancellor’s Point Project.

The meeting was adjourned at 12:00 pm

Summary prepared by Kathy Grimes November 10, 2010

Approved by Larry Leak November 10, 2010

Approved by Molly Mahoney Matthews November 11, 2010