

Historic Perry Hall Mansion, Inc.

Meeting Minutes: July 11, 2012

Attendees: Sean Kief, Laura Kimball, Dean Foreman, Colleen Bowers, Glenn Spamer, Wayne Schaumberg, Jeffrey Smith, Dale Kief

- I. Welcome and Introductions (meeting commenced 7:03pm)
 - Introduction of new board member Dale Kief

- II. Old Business
 - Discussion ensued regarding draft By-Laws and consisted of the following topics: 1) modification of quorum requirement for general meetings to be at least 15 members; 2) a discussion of a series of grammatical and/or technical amendments within various sections.
 - A motion was made by Laura Kimball to accept the proposed By-Laws for Historic Perry Hall Mansion, Inc. – inclusive of the body of changes recommended by various members of the Board of Directors – and seconded by Colleen Bowers.
 - This motion was approved unanimously by those directors in attendance (8-0).
 - A report was given with regard to the organization’s participation in the recent Kingsville 4th of July Parade. Overall, feedback from attendees was positive with regard to the event itself.

- III. Board Reports
 - Administrative Director’s Report: It was noted that the agenda and minutes for the organization have been modified to reflect the positions noted within our just approved by-laws. A brief overview was provided with regard to lease negotiations with Baltimore County. It was suggested that we offer the Ballestone Manor lease as a template for our negotiations for Perry Hall Mansion.

 - Communications Director’s Report: Photos and video from the Kingsville Parade will be posted shortly to the organization’s website. A local group approached us about having a short tour of the mansion, likely to take place during August 2012. It was suggested that we implement some basic branding for the organization, including development of a logo, stationery, business cards, etc. Tentatively, these items will be available for consideration for the August 2012 Board meeting. It was also noted that the Slifer House (in Pennsylvania) has an interesting quarterly e-newsletter that could be a nice example for something we could do.

- Education Director's Report: A brief review was provided regarding recent site visits to Mt. Clare Mansion, with special focus on their educational program, which could be of use for us to do something similar.
- Events Director's Report: It was noted that the organization will be gearing up for its September 18, 2012 General Membership meeting. The following is a proposed agenda for this event: introduction of board members; overview of the reorganization process for HPHM; presentation of a PowerPoint (logo, ways to be involved, bullets describing reorganization process, list of board members, review of future plans for the building, call for volunteers and financial support), question and answer session. Arrangements have been made for our participation at the Parkville Town Fair (9/8/12) and the Perry Hall Apple Festival (9/21-22/12).
- Financial Director's Report: Books and financial information will be transferred to our new Financial Director. An assessment will be made as to suggested bank accounts to be used by the organization. In addition, a brief review was offered as to the process for transferring funds from our existing account under the auspices of the Perry Hall Recreation Council.
- Grounds Maintenance Director's Report: A walk-thru of the property was conducted last week; suggested grounds maintenance projects were identified. A decision would need to be made as to how much of existing brush would/could be removed, as well as the ultimate disposition of the dilapidated outbuildings on the outskirts of the property.
- Membership Director's Report: Please refer to attached written report. Total funds garnered from membership appeals to-date in 2012: \$1,110.00. Renewal reminders will be completed shortly. Going forward, memberships will run for an annual basis, payable by January of each calendar year. It was also suggested that members in good standing receive membership cards.
- Physical Facilities Director's Report: A project will be initiated to complete cosmetic repairs to the well/cupola immediately adjacent to the Mansion. Existing security locks have been lubricated. Repairs were recommended to the electrical feed for the sump pump back-up battery. Front porch step issues have been identified, especially rotted wood in the front steps.
- Shoppe Director's Report: Not present for meeting. Overview report consisted of: Perry Hall Animal Hospital will display mansion pet snacks.

IV. New Business

- A proposal from Historic Baltimore, Inc. was presented to offer that group a tour something during September 2012. The full board approved this recommendation.
- A brief report was presented regarding the status of the possibility of getting Perry Hall Mansion men's ties.

V. Announcements and Closing (meeting adjourned at 9:13 pm).

Completed By:

A handwritten signature in cursive script that reads "Jeffrey W. Smith".

Jeffrey Smith,

Administrative Director