

Historic Perry Hall Mansion, Inc.

Meeting Minutes: October 10, 2012

Attendees: Sean Kief, Dean Foreman, Colleen Bowers, Glenn Spamer, Wayne Schaumburg, Jeffrey Smith

- I. Welcome and Introductions (meeting commenced 7:05pm)
- II. Old Business
 - None
- 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.
 - Communications Director's Report: It was noted that a draft manuscript and 220 total images have been submitted to Arcadia Publishing as part of the work associated with the Perry Hall Mansion book. An availability date of the week of February 18, 2013 has been set.
 - Education Director's Report: It was noted that a tour of Perry Hall Mansion will be taking place on September 19, 2012 for the organization Baltimore Heritage. This tour was arranged by Administrative Director Jeffrey Smith; he and board members Sean Kief and Wayne Schaumburg will also be present to lead the tour.
 - Events Director's Report: No report.
 - Financial Director's Report: No report.
 - Grounds Maintenance Director's Report: Lawn mowing and other Baltimore County-provided external landscaping have progressed smoothly during this past summer. An assessment will be conducted to see what issues might need to be addressed prior to the onset of winter.
 - Membership Director's Report: Please refer to attached written report.
 - Physical Facilities Director's Report: Front porch step issues have been identified, especially rotted wood in the front steps. The group has identified two weekends (one in October and one in November) to conduct outside maintenance, specifically

associated with spot repairs and cleaning/sealing of the porch. Other landscaping issues will be addressed as needed.

- Shoppe Director's Report: No report.

IV. New Business

- None

V. Announcements and Closing (meeting adjourned at 8:30 pm).

Completed By:

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

Jeffrey Smith,

Administrative Director