

BOARD OF DIRECTORS  
FRIENDS OF POPLAR HILL MANSION

March 17, 2021

Open Board Meeting Minutes

**Present:** Board Chair, David Scheid, Vice Chair, Jeanne Mears, Treasurer, Sharon Murphy; Board Members: Ginny Hussey, Betsy Wolfe, Loudell Insley, Shanie Shields, and Carol Smith; Curator & Recording Secretary, Sarah Meyers

**I. Call to Order:**

The February Open Board Meeting of the Friends of Poplar Hill Mansion was called to order on Wednesday, March 17, 2021 at 12:00 p.m. by Board Chair David Scheid.

**II. Approval of Minutes:**

The Board Chair asked if there were any corrections or additions to the November 18, 2020 Open Board Meeting Minutes. There was one correction under New Business, Section B, about the Chairmanship of the Review Committee that Carol will continue the duties of the Chair into 2021, working with Ginny. The February 17, 2021 Open Board Meeting Minutes were approved as amended.

**III. Reports:**

**A.) Chair: David Scheid**

- 1.) David gave the Board a construction update on the bathroom. The bathroom is complete except for the installation of a hand dryer, which should be installed in the next couple weeks. The Keeping Room has been repainted to give everything a fresh look.
- 2.) David said that due to the Governor's order, the capacity of the Mansion has basically returned to normal (within reason). David also reminded everyone that the City is still asking that all City Boards and Commissions meet virtually.
- 3.) David said that the work by the students in what will be the pollinating garden has yielded some archeological finds. These artifacts and a former map of the grounds, now leads him to believe that the original kitchen for the house sat on the north east elevation of the house rather than straight back from the back door as previously thought.
- 4.) David said that the next Board meeting will focus solely on Board Governance including a review of the By-laws and going over Committees (including the selection of Chairs for each Committee).

**B.) Treasurer Report: Chair Sharon Murphy**

- 1.) There is \$9,234.01 in the operating budget.
- 2.) The Friends only had two bills this period.
- 3.) Betsy and Carol said they did not receive the itemized breakdown of the December events emailed out. Sharon said that she would resend the information.

**IV. Curator Report: Sarah Meyers**

- 1.) See written report on file at Mansion.

- 2.) Discussion Curator Report: Betsy contacted Jack Graham about the archeological dig that had been conducted in the 1970s at the Mansion. Jack said he turned over all the info to former chair Aleta Davis, but any other information he had, he would give to Betsy. Betsy is getting the information this week. David Scheid will contact Aleta Davis about recovering any additional information she may have in regards to Poplar Hill Mansion.

**V. Committee Reports:**

**A.) Membership:**

- 1.) None.

**B.) Hospitality: Jeanne Mears**

- 1.) April 6<sup>th</sup>, there is a private tea for the Wicomico Women's Club.
- 2.) There is a question about whether to move forward with the festival this year. The Board decided to cancel the festival as they are not comfortable with the amount of people that would be on the grounds and in the house with social distancing measures in place.

**C.) Publicity:**

- 1.) The Bridal ad in the Salisbury Independent was published. They did a smaller glossy edition, rather than a newsprint edition. The ad was on the center page at the natural opening of the magazine.

**D.) Acquisitions: Carol Smith**

- 1.) None.

**E.) Mansion Improvements: Betsy Wolfe**

- 1.) Betsy mentioned an email sent by Loudell in reference to selling small items, but the Board and Curator received no such email. David asked Loudell to sent out the email to everyone for the next meeting for discussion.

**F.) Review Committee: Carol Smith**

- 1.) None.

**G.) Garden: David Scheid**

- 1.) Work in the pollinator garden continue. The edging for the pathways is being installed and the students are also going to build a bee skep shelter. The bee skeps have been ordered and the first installment of the DAR grant has been received. One of the donations for the garden will also be a teak bench.

**H.) Grant: Ginny Hussey**

- 1.) No report.

**VI. Old Business**

- A. Board Recruitment: the Board is in need of new members.

- a. Betsy had questions about the requirements needed for new Board members and wondered if they would scare away perspective members and be a stumbling block. David said this will be discussed further at the next Board meeting about governance.
- B. There was the question about meeting in person. Shanie offered the use of the Chipman Center for the meeting where each member could sit at his/her own table spread out to follow social distancing. David will contact the City to see if this is an acceptable solution.

**VII. New Business**

- A.) Jeanne mentioned that she had been to the Mansion and seen the new bathroom. She commented on how nice it looked. Also, how much better the Keeping Room now looks.

**VIII. Announcements**

- A. Shanie announced that the African-American Huston Cemetery is no officially under the guise of the Chipman Center.
- B. Sarah announced that former Board member Hsin Cheu is currently in the hospital. He was presenting with possible COVID symptoms, but tested negative. They are running tests to find what might be wrong. Sarah will keep everyone posted.

**IX. Adjourn:**

The meeting adjourned at 12:28 PM.

Respectfully Submitted,



Sarah Meyers  
Curator, Recording Secretary