

BOARD OF DIRECTORS
FRIENDS OF POPLAR HILL MANSION

November 18, 2020
Open Board Meeting Minutes

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

I. Call to Order:

The November Open Board Meeting of the Friends of Poplar Hill Mansion was called to order on Wednesday, November 18, 2020 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 October 21, 2020 Open Board Meeting Minutes. Hearing no corrections, the October 21, 2020 Open Board Meeting Minutes were approved.

III. Reports:

A.) Chair: David Scheid

- 1.) David briefly mentioned the end of the year schedule of events with the Yuletide Open House and the Holiday Tea and all the guidelines the Mansion has to follow.
- 2.) David announced that former Board member Jane Dibbern passed away and her family asked that people make donations to PHM in lieu of flowers. The family asked that a portion of the donations received will go to a garden project, as Jane was instrumental in the gardens at PHM.

B.) Treasurer Report: Chair Sharon Murphy

- 1.) There is \$3,494.34 in the operating budget.
- 2.) The Friends have received \$450 for the garden from contributions from Gen Deggendorf Memorial fund; \$1,360 from the appeal; and there have been two wedding deposits for next year

IV. Curator Report: Sarah Meyers

- 1.) See written report on file at Mansion.
- 2.) Discussion Curator Report:
 - a.) Sarah mentioned that MHT seemed open to the possibility of now adding a lift to the back instead of a ramp for handicapped accessibility. This is a reversal from a previous decision. Sarah has been trying to contact MHT for further clarification. The new Easement Officer has not returned her calls.

V. Committee Reports:

A.) Membership:

- 1.) Three renewals.

B.) Hospitality: Jeanne Mears

- 1.) The Holiday Tea has four RSVPs so far.

- 2.) Betsy asked for clarification regarding the tea as she was under the impression that there would be no in-person tea, just the take out boxes. The committee explained that there would both in an effort to maximize revenue and to help make up some lost revenue due to the cancelation of other events.

C.) Publicity:

- 1.) Sarah made a motion to once again place an advertisement in the Salisbury Independent for their Bridal Issue next February, explaining the influx of wedding requests she has received. The ad will cost around \$350. Ginny seconded the motion. The vote was unanimous in favor of the motion.
- 2.) Sarah also mentioned that Delmarva Life came and did a segment on the Mansion and the impact that COVID-19 has had on museums.

D.) Acquisitions: Carol Smith

- 1.) None.

E.) Mansion Improvements: Betsy Wolfe

- 1.) No report.

F.) Audit Committee: Ginny Hussey

- 1.) Ginny volunteered to fill in as the new Audit Committee Chair.

G.) Garden: David Scheid

- 1.) Work in the pollinator garden continue. The City came and dug up the remainder of the cherry laurel and ivy. David said top soil will be used to fill in most of the hole left behind.

H.) Grant: Ginny Hussey

- 1.) No report.

VI. Old Business

- A. The showcase has been installed in the second floor hallway.

VII. New Business

- A.) There is a motion for the continuation of Jeanne Mears to serve as Vice Chair and Sharon Murphy to serve as Treasurer. Betsy made the motion and Loudell seconded. The vote was unanimous in favor.
- B.) There will be no meetings in December and January.

VIII. Adjourn:

The meeting adjourned at 12:28 PM.

Respectfully Submitted,



Sarah Meyers
Curator, Recording Secretary