

Special Meeting of the Fairhope Museum of History Advisory Board
January 23, 2019 at 3:00 p.m. at Fairhope Museum of History
"Quorum Not Reached – Minutes Not Required"

In attendance @ 3:10 p.m.

- Phillip Bolin – Museum Director / City Employee
- Catherine King – Museum Docent & Board Member
- Lynn Maser – City Employee (standing in for Sherry-Lea Botop Bloodworth)
- Louie Blaze – Friends' President, Museum Docent & Has applied for board membership late 2018
- Bill Fives – Friends' Treasurer
- Jeanine Norman – Member of the Friends of the Fairhope Museum of History
- Darby Wiik – Museum Special Projects Manager / City Employee

Discussion of how many members are on the board / how many constitutes a quorum:

- Catherine had a copy of official documents from 2008 and 2009 describing seven and nine members respectively, including a representative from Fairhope Single Tax Corporation.
- Phillip noted the bylaws state that if board members do not show up three times they are no longer board members.
- Lynn suggested Phillip contact the board members who were not in attendance and find out why.
- Bill asked how many members are needed for a quorum? Phillip said four.
- Louie said he had applied for a board position at City Hall but hadn't heard anything.

Discussion of who is to take minutes at meetings:

- Lynn said it should be a City employee.
- Catherine noted there is nothing official in the bylaws or other documents and said the group has not had officers in the past.
- Jeanine and Lynn discussed it is common practice on city committees to have staff required to take minutes.
- Darby said the Historic Preservation Committee on which she also serves as staff liaison has named officers including secretary.
- Catherine said in the past Jim Bates took minutes when he was a museum employee
- Darby said she took minutes in the past when Donnie would ask her to do so.
- Lynn said she thought Darby should take minutes.
- Darby asked Phillip if he wanted her to take minutes.
- Phillip said Darby would take minutes.
- Lynn said she would notify Lisa Hanks of this because they share an office back at City Hall.

Discussion of City Council Liaison situation:

- Phillip asked if Jimmy Conyers could replace Jack Burrell who said he was unable attend meetings due to other obligations.
- Lynn said it is not possible to replace City Council liaisons.

Discussion of meetings:

- Lynn asked if the group meets monthly?
- Catherine said it used to meet monthly and they were given permission to meet quarterly.
- Darby said this was a special meeting and minutes have not been approved since January 2018 (October 2017 minutes).
- Phillip said the January 2, 2019 meeting was not a quorum and so he called this meeting in hopes more would attend.