

**PORT ST. LUCIE HISTORICAL SOCIETY, INC.**  
**Special Board Meeting, July 7, 2020, 4:00 PM**  
**Virtual Meeting via Zoom**

Meeting called to order by Chair Christensen at 4:12 PM. Chair forgoes the Pledge.

**Present:** Jack Kelly, Patricia Christensen, Dennis Grabhorn, Paula Lewis, and Linda Bagley, Christine Williams, Maria Bordonaro and Terissa Aronson.

**Absent:**

**Other attendees:** Richard McAfoos

Establishment of Quorum and recognition of recording devices.

R. McAfoos recorded

**Additions or deletions to the Agenda:** The Chair added three items for discussion under Other Business.

1. Secretary Resignation
2. Vacancy on the Board
3. Policies and Procedures

**Consent Agenda:**

None

**Old Business:**

- a) **Report on Historic Houses:** Chair Christensen reported the city made one minor change to the lease, allowing the lease to extend for a 10-year term, rather than two- 5-year terms to mirror the FOTBG lease. Lewis inquired about the uses. There was a brief discussion.  
Motion by Dennis Grabhorn to approve the lease to form, seconded by Linda Bagley. Motion passed unanimously.
- b) **July Board Meeting:** Chair Christensen apologized for skipping this item at the regular Board Meeting in June. She explained that there is no other business that she sees that is imperative to have a meeting during the month of July. She suggested not to have a July meeting. It was the consensus of the Board to not hold a July meeting. We would reconvene in August.

**Other Business:**

1. **Secretary Position:** Cynthia Bustin resigned from the Board. She sent an email to Chair Christensen and did not give a reason. Chair Christensen asked her for a reason, and thus far, there has been no response. She will talk to Cynthia and if Cynthia is willing to reconsider then we still have the opening.
2. **Vacancy due to resignation:** If Cynthia does not return, there is a vacancy on the Board. The Chair presented in an email to the Board members an application for any dues paying member to fill out to express interest in a seat on the Board or a Committee Chair position for the future. The Board will have to review and select from the applications.
3. **Policies and Procedures:** This is an item that was brought up over a year ago. The attorney in the process of reviewing an amendment to the By-laws also assisted with writing a set of Policies and Procedures for the day to day operation of the organization. The chair was querying the Board as to whether the policies were ever reviewed and approved by the Board for implementation. She could not find anything in the minutes. Dennis Grabhorn said he did not recall ever approving them but recalled a discussion.  
The Policies and Procedures will be emailed to the Board members for review at the next regular Board meeting. Members are asked to review them and respond to the Chair once they have a chance to review, in advance of the next meeting.

**Board Member Comments:** No comments

**Members to be Heard:** No comments

**Adjournment:** Motion by Dennis Grabhorn, second Jack Kelly, adjourned at 4:33 PM

Respectfully Submitted,  
Patricia Christensen  
7/7/2020