

Maryland Environmental Trust
Board of Trustee Meeting Minutes
April 8, 2019

Maryland Environmental Trust (MET) Board of Trustees (“Board”) Mary Burke called the meeting to order at 4:19 p.m. at 100 Community Place, Crownsville, Maryland 21032. Trustees in attendance were Mary Burke, Toby Lloyd, Tom McCarthy, Royden Powell, David Greene, Mark Hoffman, Goodloe Bryon, Jr, Martha Ann Clark, Julia Jitkoff and Sarah Taylor-Rogers. MET staff in attendance were: Bill Leahy, John Turgeon, Jon Chapman, Michelle Grafton and Kelly Price. Ted Sudol, the consultant with Carter, participated in the meeting to give an update regarding the Forever Maryland Foundation. Roger Medoff and Talley Kovacs, from the Office of the Attorney General, also joined the Board meeting with information pertaining to the Chase Farm Easement.

I. Call to order

II. Other Business

A. Maryland Agricultural Land Preservation Foundation (MALPF)

Michelle Cable from Maryland Department of Agriculture was introduced as a guest. Ms. Cable is the Director of MALPF and she provided an update on the MALPF Program at MDA. The MET Board asked Ms. Cable in what ways can they help MALPF? Ms. Cable agreed to reach out with areas that MET and MDA can work on together.

III. Board Work Plan & Governance Topics

A. Adopting the Minutes

Ms. Burke moved for approval of the minutes for the March 4, 2019 Board Meeting. Mr. Powell motioned to accept the minutes. Mr. McCarthy seconded the motion. All in favor.

B. Chairwoman Report

Ms. Burke addressed the Board regarding the different committees of the Board, and advised that Board members need to choose what committees they would like to serve on. New assignments will be given members for the committees that do not have enough members involved. There was discussion regarding the new Board member nominations and what the new process would be with the passing of the Speaker of the House. Mr. McCarthy advised the Board that Adrian

Jones would be Acting for the Speaker of the House until a new election took place. Ms. Burke advised the Board the new elections would be taking place in May and that all nominee's names needed to be submitted to the Board by the end of April for the Governance Committee to review. Ms. Burke turned the meeting over to Mr. Lloyd with an update on the Director's position at MET. Mr. Lloyd advised the Board that the Hiring Freeze Exception (HFE) has been submitted to DNR HR, and John Turgeon is now the MET Acting Director. Once the HFE has been accepted, then the job opening announcement would be posted for a minimum of two weeks. Ms. Taylor-Rogers addressed Director Leahy and said that she wanted to mention his excellent service and loyalty to the Board and Staff. Director Leahy was respected and will never be forgotten she said. Ms. Taylor-Roger's motioned to have this mentioned in the minutes.

Mr. Lloyd seconded.

All in favor.

IV. Director's Report

Director Leahy reported that his top priorities before leaving are positioning the conference for success and completing one-on-one interviews with local land trust leaders, which will be done by 4/12/2019. Director Leahy gave a speech on his time at MET, his work with the staff and the Board and how much MET has improved over the last four years. He urges his successor to continue the same route and progress to move forward and reach all goals set forth. Director Leahy advised the Board that the strength that has been built between MET and the local land trusts has reached a new level and will hopefully continue to grow.

Director Leahy mentioned to the Board that the Stewardship Team needs more support and that MET and the Board need to strategically find ways to make this possible. Director Leahy said that the Forever Maryland Foundation might be able to help in the future.

Director Leahy provided the Board with a written report regarding MET's success and projects that they are currently working on. The report also summarizes the Director's meeting with Secretary Jeannie Haddaway-Riccio, communication at the MET and the annual conference. Director Leahy spoke about easement monitoring, and the increase in monitoring visits MET has had over the past eight months. Over 350 easements monitored and over half way to the annual goal.

V. Update on the Forever Maryland Foundation (FMF) project.

Mr. Leahy left the room.

Mr. Sudol advised the Board that at the May Board meeting the FMF Board members will be attending to do a meet and greet, and inform the Board of their objectives. The Maryland State Ethics Commission meeting will be April 18, 2019. Mr. Sudol will give an update on final steps once he has met with the Commission. Mr. Sudol will be speaking with Mr. Medoff (OAG's Office) to ensure all documentation presented to the Commission is correct.

Ms. Jitkoff inquired about FMF and what its scope of work will be that the MET Board will be paying FMF for. She also would like a break-down of all cash flow and items that MET funds will be going towards. Mr. Sudol replied that FMF would be helping MET with the work that MET cannot do as a State agency. FMF will also be playing a significant role in the annual conference and KMB.

Mr. Leahy returned to the room.

VI. Committee Reports

A. Governance & Nominating Committee

Mr. Lloyd advised the Board that unfortunately, there have not been any nominees recommended yet by any of the State Government offices (Governor, Speaker of the House, and Senate President). Mr. Lloyd requested that the Board start thinking of future names so we can begin the nomination process earlier for next year.

B. Finance Committee

Ms. Jitkoff mentioned to the Board that Brown Advisory attended the MET Finance Committee meeting. She advised the Board that the committee discussed a possible change in our percentage rate to make it a more progressive fund. Brown Advisory will be sending additional documentation for the committee to review.

Ms. Jitkoff updated the Board that MET is under budget for spending but was advised by Mr. Chapman that the Stewardship team will have an increase in spending in the spring.

Ms. Jitkoff requested that MET find a way to do more fundraising to help generate more funds and be able to increase savings.

C. Easement/Stewardship Committee

Mr. Turgeon updated the Board on the proposed easement assignment from the Conservancy for Charles County. The MET Board approved at its last Board meeting that MET be added as a co-holder of the easement with the Conservancy, subject to approval by the State Board of Public Works. However, he advised that the Charles County Commissioners, the landowners, are opposed to adding MET to the easement. The Charles County Commissioners did contact DNR to oppose the proposal. Following the MET Board's approval, the proposed assignment of easement was submitted by MET for ratification by the BPW, but the item has not yet been placed by the DNR on a BPW meeting agenda.

A discussion took place amongst the Board regarding the proposed assignment of easement and the opposition by the Charles County Commissioners, and what direction the Board wanted to take.

Ms. Taylor-Rogers motioned to continue to move forward with the Board's approval to accept the proposal assignment to add MET as co-holder of the Easement.

Mr. Powell seconded the motion.

All in favor.

Mr. Powell discussed the Committee's recommendation that all new MET easements contain a provision that landowners be required to obtain Soil Conservation and Water Quality Plans. Mr. Powell said he thinks it would be a good idea, and he would like the Board to adopt a policy regarding MET's model easement including a provision for the soil and water plan requirement. The Agriculture Committee has developed language that could be added to the model easement document.

Mr. Powell motioned approval.

Mr. Greene seconded the motion.

An open discussion took place.

All in favor.

Mr. Powell mentioned that the consent calendar appears on the agenda.

Consent calendar:

1. New Easements/Amendments of Existing Easements

- a) Veronica A Cassilly & Carey M. Marzicola, 12.021 acres, Harford County with Harford Land Trust, Inc.
- b) Andrew P. Cassilly & Amy F. Cassilly, 5.219 acres, Harford County with Harford Land Trust, Inc.
- c) Izaak Walton League of America, Harford County Chapter, 96.92 acres, Harford County, Amended Deed of Conservation Easement with Harford Land Trust, Inc. (MET #0165CBF89.HARF)
- d) Harford County Chapter Izaak Walton League of America, 274.0623 acres, Harford County, Amended Deed of Conservation Easement with Harford Land Trust Inc. (MET#01661WL89.HARF)
- e) James R. O'Connell and Kenneth J. O'Connell, 38.64 acres, Dorchester County, Amended Deed of Conservation Easement, (MET#0952OCO07.DORC)

Mr. Powell motioned to approve the consent calendar.

Mr. McCarthy seconded the motion.

All in favor.

D. Agricultural Committee

Nothing to report.

E. Land Trust Advisory Committee

Ms. Grafton handed a report out to the Board regarding the Maryland Land Trust Census and also an update on the 2019 Maryland Land Conservation Conference and Summit. Ms. Grafton updated the Board on the land trust interviews and the progress with the surveys. Mr. Leahy advised the Board on the elected officials that have accepted to be speakers for the second day of the conference. Ms. Grafton informed the Board that \$32,000.00 has been pledged for the conference.

F. Grants Committee

Nothing to report.

G. Other Business

Ms. Kovacs advised the Board that they discussed the Chase Farm easement in the Executive Committee meeting. The Committee and the Office of the Attorney General will be working together to come to a conclusion on this easement stewardship matter.

Mr. McCarthy updated the Board on his recent change of position at DNR. He is now a project lead for the Rural Legacy Program within the Land Acquisition and Planning unit.

VII. Adjourn

MET Board meeting adjourned at 5:45 pm.

Respectfully submitted,

Mary Burke
Chair

These minutes were approved/revised by the Board of Trustees on May 6, 2019.

Attachment(s):

Please note that for most attachments listed and that are considered regular meeting handouts (like Stateside Budget/Finance, MET Administered (non-State) Funds Budget/Finance and Director's reports), a copy is stored with Handouts and MET Board Packets for the meeting at which that information was distributed to the Board. In that case, a duplicate copy will be attached here.