

Maryland Environmental Trust
Board of Trustee Meeting Minutes
December 11, 2018

Maryland Environmental Trust (MET) Board of Trustees (“Board”) Mary Burke called the meeting to order at 3:11 p.m. at 100 Community Place, Crownsville, Maryland 21032. Trustees in attendance were Mary Burke, Julie Jitkoff, Major Gary Burnett, Royden Powell, David Greene, Mark Hoffman, Martha Anne Clark, Mike Pretl, Toby Lloyd, Delegate Jim Gilchrist and Sarah Taylor-Rogers. MET staff in attendance were: Bill Leahy, John Turgeon, Jon Chapman, Wendy Hershey and Kelly Price. Ted Sudol, consultant with Carter, attended the meeting to give an update regarding the Forever Maryland Foundation.

I. **Call to order**

II. **Board Work Plan & Governance Topics**

A. **Adopting the Minutes**

Ms. Burke moved for approval of the minutes for November 5, 2018 Board Meeting. Mr. Powell motioned to accept the minutes. Mr. Pretl seconded the motion. All Approved. Mr. Pretl requested a minor change to sub-section E for Land Trust Advisory Committee. The spelling of Dru Perkins needs correction from “Drew” to “Dru”. Mr. Pretl motioned for approval and Ms. Rogers seconded the motion. All approved.

B. **Chairwoman Report**

Ms. Burke presented a video featuring the Land Trust Alliance President & CEO, Andrew Bowman. The video spoke of the important role the Alliance plays in support of the national land trust community. Rally was mentioned as the largest conference providing educational opportunities available to all participants. Ms. Burke spoke about the LTA learning center and encouraged participation for the next Rally from the Board. Ms. Burke would also like to see the Department of Natural Resources become an affiliate member of the Land Trust Alliance.

Ms. Burke discussed the year end appeal that was sent out in November. Total FY 19 contributions to date are \$12,602. So far, 30% has been contributed from the Board. Ms. Burke encouraged 100% Board participation in our annual giving. She emphasized that Board participation in fundraising is an expectation of accreditation and supports our efforts to secure

other sources of private support. Ms. Burke thanked those Board members who have given to date.

Ms. Burke announced that a few Board members have offered a separate Board giving challenge to inspire Board sponsorship of the 2019 Maryland Land Conservation Conference. \$2,500 has been pledged to be matched dollar for dollar by the rest of the Board. The goal is to see the Board sponsor the conference at the \$5000 level.

Ms. Burke reminded the Board that they are giving the Maryland Environmental Trust staff \$50 gift cards from the Board to the staff to thank everyone for their participation and all they do for the Maryland Environmental Trust. Mr. Lloyd asked for contributions from each Board member and will be in charge of getting the gift cards.

Director Leahy departs the room.

C. Update on the Forever Maryland Foundation

Mr. Sudol presented an update on the Forever Maryland Foundation project.

Mr. Sudol updated the Board that he will be meeting on 12/21/18 with Nick Dilks, Steve Quarles and Jim O'Connell to discuss their initial roles as Board members for Forever Maryland Foundation. Mr. Sudol has communicated with Doris Blacek-White about the need for the current Board to vote to add Nick Dilks and Steve Quarles to the Board, and she has agreed to arrange that.

Mr. Sudol has a meeting with the State Ethics Commission on Wednesday 12/19/18 to inquire if MET is proceeding in a manner that meets all of SEC's requirements for the proper launch of the Foundation. He is hoping for input from the Commission on any problems or fixes that need to be made now before we get to much further along in the process.

Director Leahy re-entered the room.

D. Director's Report

Director Leahy referenced the Director's Dashboard and Annual Work Plan for FY19. Director Leahy reported to the Board that MET staff continues to promote partnerships and build relationships with DNR and other Land Trusts through our current initiatives. Future success is tied to stronger working relationships and support. Director Leahy introduced the Stewardship/Monitoring team to the Board and spoke about their progress with monitoring. He also advised the Board that the staff continues to develop a comprehensive Stewardship Program

Manual. The team will be focusing on final planning for this effort next week and the Office of the Attorney General will be participating. Director Leahy emphasized his belief that the State of Maryland needs to be covering the full measure of MET stewardship expenses. Completing the manual will help establish a stronger case and business plan to present to the State in time for the FY21 budget.

The State Funding Taskforce has been created to help develop strategies for establishing a more reliable funding stream for MET.

The Stateside Budget for FY20 that was sent to DBM was approved with no budget cuts for MET.

The Salesforce platform is currently up and running and is able to accept online donations.

Director Leahy presented a PowerPoint presentation on Heart of Maryland Conservation Alliance highlighting the proposed mission and vision for the partnership. The purpose and role of the Heart of Maryland CA is to serve as a convenor, to develop regional solutions to conserving land and water, and to strengthen collaboration and partnerships. The main focus area is Washington and Frederick counties. Over 65 people participated in the rollout of the Alliance at Hood College in November with great feedback and support.

III. Committee Reports

A. Governance & Nominating Committee

Mr. Pretl advised the Board that the letters and bios for Board nominations have been written and printed to deliver to the Governor, the President of the Senate and the Speaker of the House.

Ms. Burke advised the Board that she and Director Leahy met with Secretary Belton and he would be hand delivering the Board nomination letters to the Governor at the State House on 12/11/18.

B. Finance Committee

Ms. Jitkoff presented to the Board on the Private side finances. She explained the expenses for the year and the projected expenses that MET is foreseeing. Ms. Jitkoff advised the Board that \$120,000 was transferred out of the reserve account fund to help cover operating expenses till March 2019. Yearend donations are coming into the office and are currently behind projections for year to date.

C. Easement and Stewardship Committee

1. Committee Report: Mr. Turgeon reported to the Board that there was no committee meeting this month due to the fact of no new business to report on. He advised the Board that there was an Active Projects list that was included in the Board packet if anyone was interested in ongoing projects. The next Board of Public Works meeting is scheduled for Wednesday 12/19/18 at which a number of MET easement projects will be up for approval.

Mr. Turgeon announced that REPI - Readiness and Environmental Protection Integration is now a partner with Maryland Environmental Trust. Director Leahy thanked Mary for her early efforts to engage REPI.

D. Agriculture Committee

Mr. Greene reported that everyone that is on this committee was able to attend the meeting due to the Executive Committee being scheduled on a different date and time. Ms. Burke mentioned that we need to change the meeting dates around so that all members on committees are able to attend without conflicts.

Mr. Greene said one discussion item was the conference in May. The Committee would like to help have a greater focus on Agriculture. He advised that a call would be scheduled in January to discuss ideas for the conference. He also stated that NRCS would be exhibitors at the Conference. Mr. Lloyd also suggested that FSA be invited as well.

Mr. Pretl suggested that the Board look at the bylaws for the Agriculture Committee, and see if it should be a standing committee. Ms. Rogers said that it would be great to make it a standing committee it could add strength to it.

E. Land Trust Advisory Committee

Director Leahy presented on the Conference Sponsorship. He is hoping the entire Board can participate as sponsors at the \$5,000 level by taking advantage of the \$2,500 challenge. Director Leahy advised the Board that the second day of the conference will focus on a policy discussion involving legislators, elected officials, and other important constituencies. Director Leahy advised they have a keynote speaker for the first day - Dr. Mamie Parker. We are still looking for additional speakers and presenters and encouraged the Board for suggestions.. A focus of the conference will be regional partnerships and collaboration.

Director Leahy advised the Board that he and Michelle Grafton have been working with a consultant, Douglas Meyer, to develop an updated land trust census and survey that we will be putting into the field this winter. Results of the census and survey will be shared at the conference and help guide our efforts to develop a comprehensive set of tools for land trusts in the future.

F. Grants Committee

Mr. Burnett updated the Board on the Keep Maryland Beautiful (KMB) grant. He confirmed that we have 107 grant applications and over \$423,000 in KMB money to award.

G. Legislative Committee

Nothing to report at this time

H. Other Committee Updates

Nothing to Report at this time

IV. Other Business

Ms. Jitkoff is requesting that a new committee list be updated and posted to include some of the newer Board members by the beginning of 2019.

Mr. Powell motioned for adjournment.

Ms. Rogers seconded the motion.

All in favor.

Ms. Burke closed the meeting at 4:24pm.