

## **MEMORANDUM**

TO: Board of Trustees, Area Representatives and Trustees Emeritus

FROM: William H. Leahy, Director

DATE: November 22, 2017

RE: Board of Trustees Meeting on Monday, December 3, 2017.  
The Board will gather at 6:00 pm for a light dinner in the MET offices.  
No food or beverages are allowed in the MHT conference room.  
The business meeting begins at 6:30 pm – 8:30 pm.

The meeting will be conducted at the following location:

**100 COMMUNITY PLACE  
CROWNSVILLE, MARYLAND  
THIRD FLOOR CONFERENCE ROOM (MHT)**

**Prior to the Board meeting on December 3, 2017 the following committees will meet in the MET Conference Room (3.325), located on the third floor:**

**Finance Committee: 4:00 pm  
Executive Committee: 5:00 pm**

### ***AGENDA***

**Presentation – MET / Chesapeake Conservancy Field Data Collection Tool and Monitoring App - Lynette Tully, MET; Jeff Allenby & Cass Pallai Chesapeake Conservancy Center for Innovation [6:30– 7:00]**

**I. Call to Order**

**II. Board Work Plan & Governance Topics (Jim /Bill) – [7:00 – 7:30]**

- A. Adopting Minutes of October 3, 2017 meeting and November 13, 2017 (To be distributed before the meeting)
- B. Chairman's Report (Jim)
  - 1. Special meeting to discuss Forever Maryland Foundation launch
- C. Director's Report (Bill/item)
  - 1. MET annual plan updates
  - 2. Forever Maryland Foundation Committee update

**III. Committee Reports (verbal/handout) – [7:30– 8:30]**

**A. Governance & Nominating (Jay & David)**

1. Recommendations to Governor, MD House, and MD Senate for 2018 Board vacancies - update
2. Governance Committee Report (information/update)

**B. Finance (Doris/Bill)**

1. Private budget update (information/update)
2. State budget update

**C. Easements & Stewardship (Julia/John T.)**

1. Committee Report (information/update)

**D. Agriculture (David/Toby)**

1. Committee Report (information/update)

**E. Land Trust Advisory Committee**

**F. Other Committee Updates**

**IV. Other Business**

**V. Adjourn**

A special meeting of the Board will be held at 6:00 PM on Monday December 18, 2017.  
The next regular meeting of the Board will be held on Monday, February 5, 2018.

Additional enclosure(s):

Other information available on line: