

**MEMORANDUM**

TO: Board of Trustees, Area Representatives and Trustees Emeritus

FROM: William H. Leahy, Director

DATE: November 5, 2018

RE: **Board of Trustees Meeting on Monday, November 5, 2018 at 4:00 PM.**  
There will be a light snack provided after the meeting concludes in the MET offices.  
No food or beverages are allowed in the MHT conference room.  
**Please try to arrive at 3:30 for the letter signing that will take place in the Conference Room prior to the Board Meeting.**

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 November 5, 2018 the following committees will meet in the MET Conference Room (3.325), located on the third floor:**

**Finance Committee at 2:00 p.m.  
Executive Committee at 3:00 p.m.**

**There will be a meeting of the Agriculture Committee at 3:00 p.m. in the MHT Rodney Little Conference Room (3.120) located on the third floor.**

***AGENDA***

**4:00 PM Regular Meeting of the Board of Trustees**

**I. Call to Order**

**II. Board Work Plan & Governance Topics (Mary /Toby) [4:00 – 4:30]**

- A. Adopting Minutes of October 5, 2018 regular meeting.
- B. Chairman's Report (Mary)
  - 1. LTA Newsletter from Andrew Bowman – Letter/Video
  - 2. Staff – Board Ideas Discussion
  - 3. Future Electronic Board Packets
- C. Ted Sudol – Update on Foundation – Bill will exit the room.
- D. Director's Report (Bill)
  - 1. Monitoring Tech Roll Update – Wendy Hershey

2. Salesforce Database Transition
3. First Quarter Progress Report – Annual Work Plan

**III. Committee Reports (verbal/handout) – [4:30 – 5:00]**

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

1. New Trustee Recruitment Nominations

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

1. Private budget update (information/update)

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

1. Committee Report (information/update)
2. Approval of Consent Calendar:
  - a.) Oda VonBerg, Trustee of the Oda VonBerg Revocable Trust, 60.79 ac, Howard County with Howard County Conservancy
  - b.) Skyist Enterprises, LLC, 20.8145 ac, Baltimore County with Land Preservation Trust, Inc. (updated proposal)
  - c.) Samuel Yaffe & Michaeline M. Yaffe, 10.6809 ac, Baltimore County with The Manor Conservancy
  - d.) Scott G. McGill & Moira M. McGill, 84.13 ac, Baltimore County
  - e.) Entrust MidAtlantic, LLC F/B/O George C. Newman, II, 112.13 ac, Washington County
  - f.) The Revocable Trust of Larry E. Leese Dated February 7, 2011, 1124 acres, Somerset County with Lower Shore Land Trust (updated proposal)

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

1. Committee Report (information/update)

**E. Land Trust Advisory Committee (Phil/Michelle, Bill)**

1. Three new committee members
2. Conference update

**F. Grants Committee (Gary/Mary)**

1. Committee Report (information/update)

**G. Legislative Committee (Phil & Dick)**

1. Committee Report (information/update)

**H. Other Committee Updates**

**IV. Other Business**

**V. Adjourn Closed Session**