

**MEMORANDUM**

TO: Board of Trustees, Area Representatives and Trustees Emeritus

FROM: William H. Leahy, Director

DATE: October 1, 2018

RE: **Board of Trustees Meeting on Monday, October 1, 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.

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 October 1, 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 September 10, 2018 regular meeting.
- B. Chairman's Report (Mary)
- C. Director's Report (Bill)

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

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

- 1. Next Committee Meeting
- 2. Committee List Update
- 3. New Trustee Recruitment

4. Request from the OAG to have Board direct the Governance Committee to review bylaws in lieu of Opening Meeting's Act

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

1. Private budget update (information/update)

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

1. Proposed Conservation Easement Donation from Myrtle Point Holdings, LLC

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

1. Committee Report (information/update)

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

1. Conference Planning
2. Land Trust Survey

**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 Open Meeting**

**VI. Closed Session [5:05-6:00]**

- A. This portion of the meeting will be closed in accordance with General Provisions Article § 3-305

**VII. Adjourn Closed Session**

The next regular meeting of the Board will be held on Monday, November 5, 2018.

Additional enclosure(s):