

**Maryland Environmental Trust  
Board of Trustee Meeting Minutes  
June 4, 2018**

Maryland Environmental Trust (MET) Board of Trustees (Board) Chairwoman Mary Burke called meeting to order at 4:20 p.m. at 100 Community Place, Crownsville, Maryland 21032. Trustees in attendance were Mary Burke, Toby Lloyd, Royden Powell III, Julia Jitkoff, Senator Addie Eckardt, Sarah Taylor Rogers, David Greene, Mike Pretl, and Tom McCarthy. MET staff Bill Leahy, John Turgeon, Michelle Grafton and Wendy Hershey attended. Goodloe Byron phoned in and gave proxy vote to Julia Jitkoff.

**I. Call to Order**

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

**A. April 2, 2018 and May 7, 2018 Meeting Minutes were not presented for approval.**

**B. Chairwoman's Report** Chairwoman Burke reviewed board committee assignments in draft form. She reported Vice Chair Lloyd is finalizing the Executive Director Job description (MS-22) and will be seeking input from members in future meeting. Chairwoman Burke asked board members what areas or topics they are interested in learning more. Index cards were distributed to capture input from all members. She suggested board members consider adding a signature line to their work and/or personal emails referencing their membership as MET board member. Chairwoman Burke discussed planning a MET Fall Staff/Board retreat and asked board for location and activity suggestions. She also discussed a winter FMF/MET board retreat.

Mr. Greene provided a status update on board member's terms; noting Mr. Byron's, Mr. D'Amato and Vice Chair Lloyd terms were expiring and each needed to be re-elected. Mr. Greene made motion to re-elect Mr. Byron. Ms. Taylor-Rogers seconded the motion. The motion passed unanimously.

Chairwoman Burke provided an update on board member nominations from Speaker Busch's office. Speaker Busch recommended Ms. Martha Ann Clark and Mr. Mark Hoffman.

Mr. Greene made a motion to nominate both Ms. Clarke and Mr. Hoffman as members to the MET Board of Trustees. Senator Eckardt seconded the motion. The motion passed unanimously.

Mr. Greene provided an update on MET nominations to the FMF Board. Mr. Jim O'Connell, Mr. Steve Quarles and Ms. Perry Kapsch had been previously nominated and approved. The Governance and Nominating committee's other candidates, in order, are Mr. C.G. Appleby, Ms. Ann Jones and Ms. Vickie Collins. Mr. Greene made a motion to approve the three candidates. Ms. Jitkoff seconded the motion. The motion passed unanimously.

C. **Director's Report** Mr. Leahy reviewed MET's FY19 Annual Work Plan and asked for any comments before July 1, 2018. He reviewed the FMF June 1 Report and provided an overview of the Office of the Attorney General Approval process. The Office of the Attorney General, the Office of Opinions, Department of Budget and Management and Department of Commerce had no issues with the MOU and Grant Agreement documents or any documents in the full binder. The Department of Commerce Attorney General suggested changing the wording of "FMF will serve as an arm of MET". Mr. Leahy has requested Mr. Medoff provide several appropriate phrasing options. The Office of Opinions also suggested adding indemnification language. The State Ethics Commission will review all materials in their June 21<sup>st</sup> meeting. Mr. Leahy advised the board both the MOU and the Grant application will be distributed to all members for review after the State Ethics Meeting.

Mr. Pretl made a motion to delegate to the Executive Committee power to review, approve and sign any revisions to MOU and Grant Agreement. Ms. Jitkoff seconded the motion. The motion passed unanimously.

Director Leahy then reviewed the yellow memo referencing a Cooperative Agreement between MET and Green Trust Alliance. Senator Eckardt asked for an example of activity and benefits of cooperative agreement. Mr. McCarthy provided an example using the Rural Legacy program. Mr. Turgeon provided some additional background on GreenVest and Green Trust Alliance's work in mitigation banking and non-traditional land trust. Mr. Greene asked if Green Trust Alliance would be responsible for monitoring. Mr. Turgeon explained that monitoring is addressed case by case in the writing of individual easements. Chairwoman Burke asked if GreenVest and Green Trust Alliance would be willing and available to speak at an upcoming Board meeting.

Senator Eckardt made a motion to approve the Cooperative Agreement with Green Trust Alliance. Mr. Pretl seconded the motion. The motion passed unanimously.

### III. **Committee Reports**

- A. **Easement and Stewardship** Ms. Taylor-Rogers moved approval of easement consent agenda. Senator Eckardt seconded the motion. Board voted unanimously to approve easement consent agenda.
- B. **Governance and Nominating** (please comments in Chairwoman's Report)
- C. **Finance** Ms. Jitkoff reported former treasurer Ms. Blazek-White dropped off historical finance documents. Ms. Jitkoff described an issue that may arise if the State Ethics Commission delay the launch of FMF; Communications Director W. Stringfellow and Communications Intern K. Pardoe's contracts expire June 30, 2018. If the launch of FMF is delayed the Board could extend contracts and continue salary payments from MET's private, supplemental funds for Ms. Stringfellow and Ms. Pardoe and deduct total sum of salary payments from the first disbursement made from MET to FMF. Mr. McCarthy made a motion to approve potential payments for Ms. Stringfellow and Ms. Pardoe past July 1 with the understanding the sum of these payments will be deducted from the

initial grant payment. Mr. Greene seconded the motion. The motion passed unanimously.

- D. **Agriculture Mr.** Greene provided an update on recent conversations with Senator J.B. Jennings. He stated Senator Jennings will attend a Fall MET Board meeting. Mr. Greene and Ms. Taylor-Rogers provided an update on the DelMarVa Pipeline. Ms. Taylor-Rogers stated no applications have been filed to FERC and no applications have been filed with the Public Service Commission. She stated Mr. Hastings with the Eastern Shore Land Conservancy is following the issue closely along with Lower Shore Land Trust staff. Mr. Greene and Ms. Taylor-Rogers will continue to follow the issue and communications with ESLC and LSLT.

Mr. Greene has scheduled Dena Leibman with Future Harvest CASA to speak with the Board in our November meeting.

- E. **Land Trust Advisory Committee** Ms. Grafton provided update from the May 17-Conference:

- 144 registrants from 83 organizations including 21 land trusts, 25 governmental agencies, 16 non-profits, 16 private companies, 5 universities and schools.
- \$12,750 in sponsorship from 17 sponsors

Next LTAC meeting is scheduled for June 28<sup>th</sup>.

#### IV. **Other Business**

Mr. Powell suggested MET board address the issue of quorum and the process to amend By Law's language on "quorum". Chairwoman Burke suggested creating an Ad Hoc Committee to research. Mr. Pretl and Mr. Powell both expressed interest in participating on Ad Hoc Committee.

- V. **Adjourn** The Board voted to adjourn at 6:04 p.m.

