

**Maryland Environmental Trust**  
**Board of Trustee Meeting Minutes**  
**November 5, 2018**

Maryland Environmental Trust (MET) Board of Trustees (“Board”) Mary Burke called the meeting to order at 4:21 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, Senator Addie Eckardt 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 October 1 Board Meeting. Mr. Powell requested one minor correction on the language for the closed session to change it to “closed session to seek advice of counsel”. Mr. Powell motioned to accept the minutes subject to the change proposed. Ms. Rogers seconded the motion. All approved.

B. **Chairwoman Report**

Ms. Burke reported on her meeting with Secretary Mark Belton and Deputy Secretary Joanne Throwe. Bill Leahy and Toby Lloyd joined her. The meeting was a discussion about ways to continue to improve the relationship between the Department of Natural Resources and Maryland Environmental Trust. Ms. Burke also presented ideas that she gathered from MET staff during a recent staff meeting. She is focused on improving on ways for the board to learn what the MET staff is working in furtherance of the mission of the organization. A few suggestions that staff presented included: creating a legislative outreach plan for MET; advising the board of when MET will be sending mailings to locally elected officials so that Trustees can follow up with them personally; having the board meet with more local land trusts and other non-profits to build stronger relationships in the areas of the State where Trustees live. Senator Eckardt agrees that communication and reaching out to local elected officials is important. Other ideas from staff included having the board help monitor some easements increase their working knowledge by utilizing LTA learning center webinars and trainings; to represent MET at

invitational events Executive Director Leahy and Ms. Price would be the point of contact to help facilitate to get as much representation as possible at all MET events. Ms. Burke referenced the previous discussion on creating an Advisory Council to help with more regional representation.

Mary solicited the Trustees and it was agreed that all future Board packets would be mailed out electronically. If someone needs a hard copy mailed, they will contact Kelly Price.

Ms. Burke encouraged all board members to give to the yearend campaign. She will also be soliciting Trustees for a contribution to help purchase gift cards for the staff as a way of thanking everyone for their hard work.

Lastly, there was a request to change the date for the next Board meeting from December 3 to December 11, with a starting time at 3pm. The Finance and Executive Committee's will move December 10 and a conference call line will be circulated so that they can be conducted remotely. This was approved unanimously by the Board.

Director Bill Leahy left the room.

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

At present, Mr. Sudol updated the Board that he met with Nick Dilks and Steve Quarles about being on the board for Forever Maryland Foundation, and they both agreed. Mr. Sudol still needs to meet with Jim O'Connell, and he has already indicated to Mr. Sudol that he would be willing to serve on the Forever Maryland Foundation Board. Mr. Sudol will be meeting with everyone again no later than November 21 and he has asked that Ms. Burke and Mr. Lloyd meet with them by the end of the month. Mr. Sudol will have documentation to present to the board on December 10 on the next steps.

Mr. Sudol advised that the State Ethics Commission will meet again in December and he is hoping to be able to meet with them, if they are not ready to present in December, then it would be pushed back to February.

Director Leahy re-entered the room.

C. Director's Report

Director Leahy referenced MET Director's First Quarter Organizational Update for FY 19. A memo was sent out to the entire Board and staff and a handout was available to all Board members for their reference.

Director Leahy reported that the volunteer program had a training last week with 35 volunteers in attendance. There are two more scheduled for the month of November with an anticipation of a total of 80 volunteers from all three trainings.

Director Leahy reminded the board about the yearend appeal letters that the Board needs to sign. He also advised the board the FY18 Annual Report has been completed and will be submitted to the Governor and the Legislature soon. Director Leahy updated the Board on the Keep Maryland Beautiful Program. The deadline for grant submissions is November 15. Catocin Land Trust has been encouraged to apply for a Hollmann grant to support their efforts to develop a business plan and proposal for support to submit to MET later this year. The Keep America Beautiful National Conference will be held in Baltimore February 6-8, 2019.

Ms. Wendy Hershey presented a powerpoint and report to Board on MET's Monitoring and Stewardship Plan. The presentation was pertaining to the new database that MET has acquired through Salesforce. She also advised the Board on the Kobo Tool that they use for monitoring and how it works.

There was discussion from the board about aerial monitoring of easements. The Board was concerned about the current landowners not being notified about any aerial monitoring that was taking place on their properties. Ms. Hershey advised the board that MET uses GIS mapping to compare the properties from the prior year to the current year, that the aerial imagery that they are using does not involve anyone going to the property. Ms. Hershey also stated that when MET does on ground monitoring that they do notify the landowner in advance before they visit the property.

Ms. Hershey projected to the board that they should have 100% monitoring of MET easements by 2020. Ms. Burke suggested that the volunteers to come to the MET conference May 16, 2019, and that they would be some type of recognition for their hard work and dedication.

### III. Committee Reports

#### A. Governance & Nominating Committee

Mr. David Greene reported to the Board that there are anticipated to be six possible openings on the board that needed to be filled next May. Ms. Julia Jitkoff and Mr. Gary Burnett have accepted the offer to stay on the board reducing the vacancies to four. Mr. Greene announced that he will not be renewing his term in May 2019. Mr. Greene introduced the slate of nominees that the Nominations Committee is recommending be presented to the Governor and the Legislature for consideration. Mr. Lloyd advocated for Mr. Ben Tilghman. Ms. Hershey and Mr. Hager both advocated for Mr. Bernie Marczyk. Director Leahy advocated for Mr. Gary Allen and Mr. Greg Bowen. Mr. Burnett advocated for Mr. Gregory Kernan, and he confirmed that he will follow up to get a copy of his biography. Mr. Greene advocated for Jerry Jana and Dr. Scott Barao. Senator Eckardt and Mr. Pretl both advocated for Paulette Greene. Senator Eckardt will also follow up with a biography for Michael Steele and contact Ms. Audrey Scott to solicit her interest. Mr. Pretl advocated for Mr. Fred Tutman and Mr. Ken Montague. Ms. Burke advocated for Mr. Wilson Parran and is waiting to hear back from him on his interest. Ms. Rogers said that she will also follow up with Mr. Parran. Ms. Burke advised the Board that Mr. Guffrie Smith has declined the invitation to join the Board. Mr. Powell suggested that Craig Neilson, Assistant Attorney General be nominated for 2020.

Ms. Burke suggested to the Board that Michael Steele, Audrey Scott, Senator Victor Ramirez, and The Honorable Gloria Lawlah will all be moved to the list for nominations in 2020.

Mr. Hager motioned to approve the slate to be sent to the Governor and the Legislature. Mr. Pretl seconded the motion. All in favor.

#### B. Finance Committee

Ms. Julia Jitkoff updated the Board on the Quarterly Report on Private Funds. A handout was given to the board to review. Julia advised the Board that MET will be getting donations in soon so this will help with projected funding in the budget.

#### C. Easement & Stewardship Committee

1. Committee Report: Mr. Powell reported to the Board regarding the new easement projects. The Committee met earlier (October 24, 2018) and reviewed the six new easement projects on the consent calendar. They were discussed at great length by the Committee at their meeting and agreed upon. John Turgeon reported on the easement project pipeline. He said the Easement Program is trying to complete eleven projects by the end of December 2018. The total to be completed for the calendar year is projected to be 17-18 projects.

2. Approval of the Consent Agenda: Ms. Jitkoff motioned to approve the consent agenda, Senator Eckardt seconded and the Board approved the easement consent agenda.

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

Mr. Powell also reported on a matter discussed at the Easement and Stewardship Committee meeting on 10/24/2018, in which Staff recommended the approval of an expanded right-of-way for a roadway being upgraded by Frederick County adjacent to and impacting an easement co-held by MET with Catoctin Land Trust on a property owned by the Audubon Society of Central Maryland. Staff requested that the Committee delegate the decision on this matter to the Director, based on perceived *de minimis* impact to the easement and that the request for the approval came from a county government based on necessity of the project to ensure safety of the driving public. The Committee approved the recommendation, subject to the review, advice and approval of the Office of the Attorney General. Depending on the advice of the OAG, the project may require an amendment, which will then need to be presented to the Board in a future meeting. Mr. Powell motioned to approve the action taken by the Committee, provided that if an amendment is deemed necessary, full detail of the proposed amendment will be supplied to the Board prior to the Board meeting at which it will be discussed.

Mr. Pretl seconded the motion.

All voted in favor.

#### D. Agriculture Committee

Mr. Greene reported that Dena Liebman will be writing an article in the newsletter. Nothing more reported.

#### E. Land Trust Advisory Committee

Mr. Hager reported on the effort by Drew Perkins new organization to push new legislation on policy around septic fields. Mr. Hager also reported on MACO regarding a briefing from Maryland Department of Planning that was presented to Anne Arundel County on the Plan for a Better Maryland. There was a strong emphasis on conservation activities.

F. Grants Committee

Mr. Burnett reported that the closing date for the Keep Maryland Beautiful Grants is on November 15, 2018. Nothing further was reported.

G. Legislative Committee

Mr. Hager reminded the Board about the MET conference on May 16 -17, 2019. He also mentioned a few ways the Board could sponsor the conference and how critical it is for the Board to participate. The three ways the Board could participate: to donate money, sponsor two student scholarships, or they Board member can bring someone with them to the conference.

Ms. Burke asked about the Department of Natural Resources Climate Preparation Training Course. Senator Eckardt suggested that we have the University of Maryland, School of Agriculture and Research come and present to the Board at a future Board meeting. This would be regarding their work in rethinking farming and urban open space.

Mr. Hager motioned for Adjournment.

Ms. Burke closed the meeting at 6:27pm