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**MEMORANDUM**

**TO:** Board of Trustees, Area Representatives and Trustees Emeritus

**FROM:** William H. Leahy, Director

**DATE:** January 27, 2017

**RE:** Board of Trustees Meeting on Monday, February 6, 2017.  
The Board will gather at 6:00 pm for a catered 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 February 6, 2017 the following committees will meet in the MET Conference Room (3.325), located on the third floor:**

**New Trustee Orientation: 2:30 pm  
Finance Committee: 4:00 pm  
Agriculture Committee: 4:00 pm  
Executive Committee: 5:00 pm**

*Consent Agenda – None*

- I. Board Work Plan & Governance Topics (Jim /Bill) – [6:30– 7:30]**
- A. Adopt minutes of December 5 BOT meeting**
  - B. Approve Recommendation from Ad Hoc Strategic Planning meeting for Board approval Strategic Vision Plan (emailed 1.20.16/handouts)**
  - C. Chairman’s Report**
  - D. Director’s Report (Bill)**
    - 1. Update on DNR coordinating discussions- recommendations to Governor
    - 2. Campaign Feasibility Study (update/handout)
    - 3. Ballot-vote for names to test (handout)
    - 4. Brief Presentation on syndications (Kristen M/handout)

5. Board Approval sought – Partnership MOU with Department of Housing & Community Development to implement \$40,000 Grants through Keep Maryland Beautiful (Item)
6. Fundraising update – Year end appeal, active Foundation Requests

## **II. Committee Reports (verbal/handout) – [7:30– 8:15]**

### **A. Governance & Nominating (Jay /Bill)**

1. Adopt Charter (handout)
2. Kick-off meeting
  - Orientation – Board Mentor
  - Updated Board Binder

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

1. State Budget overview and update
2. Private Side Budget update

### **C. Easements & Stewardship (Julie/Steve/John T.)**

1. Committee report from 1/25 (handout)

### **D. Land Trust Advisory (Phil /Michelle)**

1. Committee Report
2. Conference update

### **E. Other Committee Updates**

## **III. Adjourn**

The next meeting will be held on Monday, March 6, 2017.

Additional enclosure(s):

Other information available on line: