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**MEMORANDUM**

TO: Board of Trustees, Area Representatives and Trustees Emeritus

FROM: William H. Leahy, Director

DATE: May 26, 2017

RE: Board of Trustees Meeting on Monday, June 5, 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 June 5, 2017 the following committees will meet in the MET Conference Room (3.325), located on the third floor:**

**Finance Committee: 4:00 pm  
Executive Committee: 5:00 pm**

**The Agriculture Committee will meet in the Rodney Little Conference Room (3.120), located on the third floor**

***AGENDA***

- I. Guest speaker: Ms. Shelby Watson-Hampton, Director, Southern Maryland Agricultural Development Commission: Proposed collaboration with Maryland Environmental Trust
- II. **Board Work Plan & Governance Topics (Jim /Bill) – [6:30– 7:30]**
  - A. Adopt minutes of May 16, 2017 meeting (item)
  - B. Approve Annual Plan
  - C. Adopt Finance Committee Charter (item)
  - D. Consider CARTER Recommendations
  - E. Chairman's Report
  - F. Director's Report (Bill)
- III. **Committee Reports (verbal/handout) – [7:30– 8:15]**
  - A. **Governance & Nominating (Jay & David)**
    1. Governance Committee Report (information/update)

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

1. Private Side Budget update (information/update)
2. State Budget overview and update (information/update)
3. Approve 2018 Budget

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

1. Committee Report (information/update)
2. Approval of Consent Calendar:
  - a. Randall & Marlene Amon, 26.21 ac, Baltimore County, Easement Donation
  - b. Timothy and Laura Pritchett, 9.225 ac, Howard County, Easement Donation to be co-held with Howard County Conservancy, Inc.
  - c. Civil War Preservation Trust, Inc. (Battiata Property), 65.04 ac, Frederick County, Easement Donation to be co-held with Frederick County
  - d. Michael Phillips, 154.06 ac, Wicomico County, Easement Donation to be co-held with Lower Shore Land Trust, Inc.
  - e. Chateau Bu-De II, LLC, 368 ac, Cecil County, Easement Donation to be co-held with Eastern Shore Land Conservancy, Inc.
  - f. Stuart R. Coulbourne and Walter Coulbourne, 174.62 acres, Caroline County, co-held with Eastern Shore Land Conservancy, Inc.: Request for Amendment (MET #0763COU03.CARO)
  - g. Old Colony Cove LLC, 312.83 ac, Anne Arundel County, co-held with Maryland Historical Trust and Scenic Rivers Land Trust, Inc.: Request for Second Amendment to Deed of Conservation Easement (MET #0797QUI04.ANNE)

**D. Agriculture**

1. Committee Report (information/update)

**E. Other Committee Updates**

**IV. Other Business**

**V. Adjourn**

The next meeting will be held on Monday, September 11, 2017.

Additional enclosure(s):

Other information available on line: