

**Maryland Environmental Trust
Board of Trustee Meeting Minutes
December 4, 2017**

Maryland Environmental Trust (MET) Board of Trustees (Board) Chairman Jim Constable called the meeting to order at 6:35 p.m. at 100 Community Place, Crownsville, Maryland 21032. Trustees in attendance were Jim Constable, Jay Plager, Doris Blazek-White, Goodloe Byron Jr., David Greene, Royden Powell III, Mary Burke, Gary Burnett, Julia Jitkoff, Senator Addie Eckardt, Sarah Taylor-Rogers, Mike Pretl and Toby Lloyd. MET staff Bill Leahy, John Turgeon, Wendy Hershey, Jon Chapman, Lynette Tully, and David Minges attended. Deputy Secretary Daryl Anthony attended. Cassandra Pallai with Chesapeake Conservancy and Ted Sudol with Bob Carter Companies LLC attended.

Lynette Tully and Cassandra Pallai provided an overview of Locate database, the Kobo Tool and the portal that were implemented this Fall and are being used in monitoring and record keeping with MET staff and volunteers. Kobo is a web based mapping application MET staff, volunteers and local land trust utilize to track easement monitoring. MET Stewardship authorizes access to the Kobo Tool; staff and volunteers access the web-based Kobo tool to track each monitoring field visit and send their data with photos to the portal. MET Stewardship staff access each monitoring report, verify data, photos, and look for areas of concern. If no areas of concern, MET staff update easement record in Locate. If there is an area of concern, Stewardship Manager is notified. Questions were asked on security of the cloud based data, data integrity from volunteers, and the role of MET staff to schedule monitoring visits. MET staff answered these questions and explained the role of aerial images, on the ground visits and cooperation with local land trusts monitoring co-held easements.

I. Call to Order

II. Board Work Plan & Governance Topics

- A. October 2, 2017 Board Meeting Minutes - Ms. Taylor-Rogers moved approval of the meeting minutes with revisions; Ms. Eckardt seconded. MET Board unanimously approved and adopted the October 2 minutes with revisions.
- B. November 13, 2017 Meeting Minutes - Judge Plager requested NCRS be revised to read Natural Resource Conservation Services in the November minutes and moved to approved with revision. Mr. Green seconded. MET Board unanimously approved and adopted November 13 minutes with revision.

III. Chairman's Report Mr. Constable reminded Board of the Special Board meeting to discuss Forever Maryland Foundation Planning Implementation Committee Final Report. The meeting is scheduled for December 19, 2017 from 4:00 p.m. to 8:00 p.m. with dinner provided. Mr. Constable also discussed the January 8, 2018 Board Meeting. Both meetings will be posted on the MET website in accordance with the Open Meetings Act. Mr. Constable suggested the February 2018 Board Meeting will be largely devoted to Forever Maryland Foundation topics and discussion.

C. Director's Report- Mr. Leahy yielded to Mr. Sudol to provide update on Forever Maryland Foundation Planning Implementation Committee work and findings. Mr. Sudol provided brief overview on work done in the first four FMF PIC meetings and his expectation for the fifth and last meeting December 5th.

His expectations are the PIC team will discuss funding models, leadership and prospective candidates for Board of Directors along with suggested next steps and recommendations to the MET Board and DNR Leadership

III. Committee Reports

A. Easement and Stewardship Mr. Turgeon reported that the Easement Team is working on 11 easement projects and hopes to have them approved in either the December 6th or December 20th Board of Public Works meetings. The Easement Team has added 680 acres to MET holdings and these 11 projects could bring an additional 1,300 acres.

B. Governance and Nominating Judge Plager explained that both Ms. Blazek-White and Mr. Constable's terms expire June 2018. The Nominating Committee did hold a meeting and anticipates offering candidates for Chair, Vice Chair, Treasurer, Secretary and Committee Chairs at the March or April 2018 Board meeting. The Governance and Nominating Committee will be sharing an Assessment tool with each Board Member to assess interests, strengths, skills and networks. Each Board member will be asked to share an updated resume' with the Assessment.

Judge Plager also reported Gregory Kernan's name was added to the recommendations sent to Governor, Speaker of the House and President of the Senate.

C. Finance Ms. Blazek-White reported that to date expenditures are within the approved Budget. A quarterly report will be provided in the January 2018 meeting.

D. Agriculture Mr. Greene commented on the great presentation by the Natural Resource Conservation Services at last month's meeting. He stated the Committee continues to reach out to sister agencies.

E. Land Trust Advisory Committee Mr. Leahy reported in lieu of Mr. Hager who was not in attendance. Mr. Leahy reported the Committee met 2 weeks ago and discussed the architecture for the upcoming annual conference and early thinking on Forever Maryland Foundation role. Mr. Leahy described the desire to reach a broader audience. He discussed how the annual conference could/would serve as the "big tent" and the quarterly MET Roundtables provide opportunity to discuss the nuts and bolts of topics and issues.

IV. Other Business

Deputy Secretary Daryl Anthony announced he is retiring from DNR effective December 22, 2017. Mr. Plager thanked Mr. Anthony for being a "breath of fresh air and for all of his effort and assistance working with MET". Several other members echoed Judge Plager's thanks and sentiments.

V. Adjourn The Board voted to adjourn the meeting at 8:15 p.m.

Respectfully submitted,


James W. Constable
Chair

These minutes were approved/revised by the Board of Trustees on February 12, 2018

Attachment(s):

Please note that for most attachments listed and that are considered regular meeting handouts (like Stateside Budget/Finance, MET Administered (non-State) Funds Budget/Finance and Director's reports), a copy is stored with Handouts and MET Board Packets for the meeting at which that information was distributed to the Board. In that case, a duplicate copy will be attached here.