

MET FINANCE COMMITTEE  
*Notes from Meeting of*  
Monday September 3, 2024, at 2pm  
*Via Google Meet and Conference Call*

Committee: Mark Hoffman, Gary Burnett and Toby Lloyd, and Julia King (absent)

*Staff* – John Turgeon, Kelly Price  
Office of Attorney General – Talley Kovacs  
Contractor – Mona Rudnicki  
Guest – Mary Hoover

1. Mark Hoffman called the meeting to order at 2:05pm
2. Toby Lloyd motioned to approve the minutes from 5.20.24. Mark Hoffman seconded the motion. All voted in favor.
3. Guest speaker, Mary Hoover, with Southern Maryland Conservation Alliance gave the committee an overview of the project she previously spoke about at the May meeting to increase land conservation. The Alliance was requesting sponsorship in the amount of \$10,000.00 and since have reduced their ask to \$5,000.00. This will help cover the cost of materials and the campaign to help get their message out by communicating with landowners.
  - a. An open discussion took place regarding funding for the project and if MET should contribute.
  - b. Finance Committee and MET staff will meet with Talley Kovacs to create a grant/gift policy.
  - c. The Finance Committee agreed to take this request to the full Board. This will be presented to the Board at the November meeting.
4. Mona Rudnicki reviewed financial statements for the MET Board managed funds:
  - a. P & L's
  - b. Balance Sheet
  - c. Budget vs. Actual

Mark Hoffman motioned to have the above FY24 year-end and FY25 financial statements approved. Toby Lloyd seconded the motion. All voted in favor.

Mark Hoffman asked Mona about the compilation report and wanted to know when she would receive it and have it available for the committee to review. Mona responded that the firm CliftonAllenLarson will be working on it, and they will send MET an engagement letter.

5. Mark Hoffman made a motion to close the meeting to seek advice from legal counsel. Gary Burnett seconded the motion. All voted in favor. The open meeting was closed at 2:40 pm.

6. Mark Hoffman closed the closed meeting session at 3:16pm. Toby Lloyd seconded the motion. All voted in favor.
7. Mark Hoffman reopened the meeting at 3:16pm.
8. A discussion took place amongst the committee members regarding the Barbara Vansant gift donation that was gifted to MET in May 2024.
  - a. John Turgeon gave an overview of why MET received the check and what the funds are intended to be used for per the LW&T of Ms. Vansant.
  - b. Open discussion took place amongst the committee members regarding the funding.
9. Meeting adjourned at 3:25pm.

**PRESIDING OFFICER'S WRITTEN STATEMENT FOR CLOSING A MEETING ("CLOSING STATEMENT")  
UNDER THE OPEN MEETINGS ACT (General Provisions Article § 3-305)**

This form has two sides. Complete items 1 – 4:

1. **Recorded vote to close the meeting:** Date: 9/3/24; Time: 2:40 pm;  
Location: Maryland Environmental Trust, 100 Community Place, Crownsville, Maryland;  
Meeting of MET Board's Finance Committee  
Motion to close meeting made by: Mark Hoffman, Chair
- Seconded by Gary Burnett;
- Members in favor: Hoffman, Burnett, Lloyd;
- Opposed: none;
- Abstaining: none;
- Absent: Julia King
- Motion to close (carries/rejected).

2. **Statutory authority to close session (check all provisions that apply):**

**This meeting will be closed under General Provisions Art. § 3-305(b) only:**

(1)\_\_\_ "To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals"; (2)\_\_\_ "To protect the privacy or reputation of individuals concerning a matter not related to public business"; (3)\_\_\_ "To consider the acquisition of real property for a public purpose and matters directly related thereto"; (4)\_\_\_ "To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State"; (5)\_\_\_ "To consider the investment of public funds"; (6)\_\_\_ "To consider the marketing of public securities"; (7)  "To consult with counsel to obtain legal advice"; (8)\_\_\_ "To consult with staff, consultants, or other individuals about pending or potential litigation"; (9)\_\_\_ "To conduct collective bargaining negotiations or consider matters that relate to the negotiations"; (10)\_\_\_ "To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans"; (11)\_\_\_ "To prepare, administer, or grade a scholastic, licensing, or qualifying examination"; (12)\_\_\_ "To conduct or discuss an investigative proceeding on actual or possible criminal conduct"; (13)\_\_\_ "To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter"; (14)\_\_\_ "Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would

adversely impact the ability of the public body to participate in the competitive bidding or proposal process.”

3. For each provision checked above, disclosure of the topic to be discussed and the public body’s reason for discussing that topic in closed session.

Citation (insert # from above)	Topic	Reason for closed-session discussion of topic
7	Consult with Counsel to obtain legal advice	Discuss a proposed small procurement contract for accounting services

4. This statement is made by Mark Hoffman, Presiding Officer.

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3:16 pm

Mark Motions

Toby 2nd

Both voted in favor  
close session ended

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