

**MEMORANDUM**

TO: Board of Trustees, Area Representatives and Trustees Emeritus

FROM: William H. Leahy, Director

DATE: December 11, 2018

RE: **Board of Trustees Meeting on Tuesday December 11, 2018 at 3:00 PM.**  
There will be a light snack provided after the meeting concludes in the MET offices.  
No food or beverages are allowed in the MHT conference room.

The meeting will be conducted at the following location:

**100 COMMUNITY PLACE  
CROWNSVILLE, MARYLAND  
THIRD FLOOR CONFERENCE ROOM (MHT)**

**There will be a meeting of the Agriculture Committee at 2:00 p.m. in the MHT Rodney Little Conference Room (3.120) located on the third floor.**

**The Finance Committee and the Executive Committee will be meeting by conference call the day prior to the Board Meeting. For details contact Kelly Price at the MET Office.**

***AGENDA***

**3:00 PM Regular Meeting of the Board of Trustees**

**I. Call to Order**

**II. Board Work Plan & Governance Topics (Mary /Toby) [3:00 – 4:00]**

- A. Adopting Minutes of November 5, 2018 regular meeting.
- B. Chairman's Report (Mary)
  - 1. LTA Newsletter from Andrew Bowman – Letter/Video
  - 2. Year End Appeal – Board giving
- C. Ted Sudol – Update on Foundation – Bill will exit the room.
- D. Director's Report (Bill)
  - 1. November highlights
  - 2. Heart of Maryland Conservation Alliance – brief presentation

**III. Committee Reports (verbal/handout) – [4:00 – 5:00]**

- A. Governance & Nominating (Mike & David)**
  - 1. New Trustee Recruitment Nominations

**B. Finance (Julia/Bill)**

1. Private budget update (information/update)

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

1. Committee Report (information/update)
2. Approval of Consent Calendar:

**D. Agriculture (David/Toby)**

1. Committee Report (information/update)

**E. Land Trust Advisory Committee (Phil/Michelle, Bill)**

**F. Grants Committee (Gary/Mary)**

1. Committee Report (information/update)

**G. Legislative Committee (Phil/Dick)**

1. Committee Report (information/update)

**H. Other Committee Updates**

**IV. Other Business**

**V. Adjourn**