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**MEMORANDUM**

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

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

**DATE:** September 1, 2017

**RE:** Board of Trustees Meeting on Monday, September 11, 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 September 11, 2017 the following committees will meet in the MET Conference Room (3.325), located on the third floor:**

**Finance Committee: 3:30 pm  
Executive Committee: 5:00 pm**

**The Agriculture Committee will meet in the Rodney Little Conference Room (3.120), located on the third floor at 4:00 pm**

***AGENDA***

- I. Board Work Plan & Governance Topics (Jim /Bill) – [6:30– 7:30]**
  - A. Adopt minutes of June 5, 2017 meeting (item)
  - B. Chairman’s Report (Jim)
  - C. Director’s Report (Bill/item)
  - D. Forever Maryland update (Bill/item)
  
- II. 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)

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

1. Committee Report (information/update)
2. Approval of Consent Calendar:
  - a. Gannon Family LLC, 229 ac, Talbot County, Easement Donation w/ Eastern Shore Land Conservancy, Inc.
  - b. Douglas C. Favorite and Donald E. Keeney, Jr., 42.8 ac, Frederick County, Easement Donation
  - c. Joshua S. Brumfield, Trustee of the Joshua S. Brumfield Revocable Trust and Mary McBurney Swann Trustee of the Mary McBurney Swann Revocable Trust, 52.75 acres, Baltimore County, Easement Donation w/ The Manor Conservancy, Inc.
  - d. Jean R. Worthley, LLC, 18.45 ac, Baltimore County, Easement Donation w/ Land Preservation Trust, Inc. (revised)
  - e. Chateau Bu-De II, LLC, 348 ac, Cecil County, Easement Donation w/ Eastern Shore Land Conservancy, Inc. (revised)
  - f. Michael D. Hankin & Ann D. Hankin, 149 ac, Baltimore County, Amended and Restated Deed of Conservation Easement w/Land Preservation Trust, Inc. (amendment and restatement)

**D. Agriculture**

1. Committee Report (information/update)

**E. Other Committee Updates**

**IV. Other Business**

**V. Adjourn**

The next meeting will be held on Monday, October 2, 2017.

Additional enclosure(s):

Other information available on line: