

Maryland Environmental Trust
Board of Trustees Meeting Minutes
April 3, 2017

Maryland Environmental Trust (“MET”) Board of Trustees (“Board”) Chair James W. Constable called the meeting to order at 6:40 p.m. at 100 Community Place, Crownsville, Maryland 21032. Trustees in attendance were James Constable, David Greene, Connie Lieder, Tom McCarthy, Doris Blazek-White, Gary Burnett, Mary Burke, Royden Powell III, Julia Jitkoff, Sarah Taylor-Rogers, Geb Byron, Toby Lloyd, and Dick D’Amato. Assistant Attorney General Kristen Maneval attended. MET staff Bill Leahy, John Turgeon and Tanya Mekeal attended.

I. Board Work Plan and Governance Topics

A. March 6, 2017 Board Meeting Minutes: *Ms. Taylor-Rogers moved approval of the minutes, Mr. McCarthy seconded and MET Board unanimously approved and adopted March 6, 2017 Board Meeting Minutes.*

B. Chairman’s Report:

Mr. Constable deferred to Mr. Leahy.

C. Director’s Report:

Mr. Leahy referred to his Director’s Report and discussed the following items:

- MET is preparing for the 2017 land trust conference to be held on June 8 in Reisterstown. The conference may be extended by a tour of land trusts’ work in Baltimore City and/or a meeting with the Highstead Foundation which promotes regional conservation partnerships.
- MET has received a significant number of applicants for its grants. The various grants committees will meet next week to review them.
- Mr. Turgeon and David Minges have identified four sites for tree planting pursuant to MET’s MOU with SHA.
- Bob Carter Companies, LLC is continuing with its study of the feasibility of a nonprofit corporation. It is conducting interviews and focus groups. Themes are emerging but there is no real feedback yet; the Board will receive Carter’s report at a special meeting, likely to be held on May 17.
- The staff prepared and Mr. Leahy reviewed with the Finance Committee a draft of both the annual plan and budget. These will be presented to the Board next month so that the Board can approve the budget in May or June at the latest. The plan may be too ambitious given staffing constraints.
- MET has received a grant from Land Trust Alliance (using funds from MARPAT) to support activities in Frederick County. Four land trusts in the area are exploring consolidating their files and activities. The goal is for a more stable regional land trust.
- MET is moving forward with a position for stewardship.
- Regarding the first of the two proposals that DNR made to Department of Budget and Management (“DBM”)(promoting a more collaborative relationship between MET and DNR’s Land Acquisition and Planning (“LAP”) unit): Mr. McCarthy, liaison, will chair the meeting to be held on April 5.

- Mr. Constable noted that MET may be able to turn the LOCATE software into a fee-for-service revenue-producer.
- Mr. Leahy continued, reporting that MET is waiting for recommendations from the Governor, Speaker of the House and President of the Senate for its May 1 election of four new trustees.

Chairman’s Report, continued

- Land Trust Standards and Practices

Land Trust Alliance adopted Standards & Practices (“S & P”) in February. All Land Trust Alliance member land trusts must adopt S & P within one year.

Ms. Jitkoff moved adoption of the following resolution:

"WHEREAS, Maryland Environmental Trust has reviewed Land Trust Standards and Practices (“the Standards”), first published by the Land Trust Alliance in 1989, and with the most recent revision effective February 3, 2017; and

WHEREAS, Maryland Environmental Trust agrees that the Standards are the ethical and technical guidelines for the responsible operation of a land trust;

NOW, THEREFORE, be it resolved that the Board of Trustees of the Maryland Environmental Trust (MET) hereby adopts and commits to use as guidelines the Standards and Practices (2017) for MET's operations."

Ms. Burke seconded, and the Board unanimously approved the motion.

- Appointment of New Grants Committees

With the consent of the trustees, Mr. Constable announced the appointment of the following:

2017 Hollman & Hughes (Land Trust Assistance) Grants Committee: Constance Lieder (chair), Ellie Kelly, Margot Bartosh (SHA), Mary Burke, *Michelle Grafton (staff), Bill Leahy (staff)*

2017 Keep Maryland Beautiful Bill James & Margaret Rosch Jones Grants Committee: Constance Lieder (chair), Ellie Kelly, Gary Burnett, Mary Burke, Margot Bartosh (SHA), *Bill Leahy (staff), Wendy Stringfellow(staff)*

2017 Keep Maryland Beautiful Clean Up & Green Up Grants Committee: Mary Burke (chair), Gary Burnett, Margot Bartosh (SHA), Carol Gilbert (DHCD), *Bill Leahy (staff), Wendy Stringfellow (staff)*

II. Committee Reports

A. Easement & Stewardship Committee:

Mr. Turgeon reported that the Committee placed two (2) items on its Consent Calendar: approval of easements on 104.31 acre (“Otter Creek”) and 61.21 acre (“Monk’s Creek”)

properties owned by Harford Land Trust, Inc. *Mr. McCarthy moved approval of the Consent Calendar, Mr. Greene seconded and the Board unanimously approved the motion.*

Dillon Award:

Mr. Turgeon announced that the Committee recommends that the 2016 Dillon Award be given to: Celeste Maiorana & Matthew Leefer; Linda Jaehnigen; Michael Anthony & Intawon Angela Maiorana. These relatives donated conservation easements which collectively permanently conserve 57 acres in Washington County. The properties are adjacent to South Mountain State Park and just west of the Appalachian Trail. The mostly forested properties provide important habitat and are within an Audubon designated Important Bird Area. The easement also protects scenic views along Park Hall Road as well as water quality protection along tributaries of Antietam Creek. The Board discussed whether Celeste Maiorana, who was the catalyst for her siblings, should receive the award but concluded that all should be recognized. *Mr. Greene moved approval of giving the 2016 Dillon Award to Celeste Maiorana & Matthew Leefer; Linda Jaehnigen; Michael Anthony & Intawon Angela Maiorana, Ms. Taylor-Rogers seconded and the Board approved the motion.*

B. Finance Committee:

Ms. Blazek-White announced that CliftonLarsonAllen LLP has completed the compilation for the fiscal year ended June 30, 2016 and copies are available. At the May 1 meeting, the Board will be asked to accept the compilation. Ms. Blazek-White presented expenditures and income against budget for MET-Administered Funds. Mr. Leahy has exceeded by \$8,000 the amount of unrestricted contributions that have come in. MET is ahead of income by \$142,000 and is significantly under budget on expenses. Mr. Leahy reported that MET's Indian Head property is now listed by Coldwell Banker. Regarding the State budget, Ms. Mekeal reported that she does not expect to be over-expended and some categories will be under-expended. Ms. Blazek-White announced that MET is the beneficiary of an estate.

C. Agriculture Committee:

Mr. Greene announced that he, Ms. Taylor-Rogers, Mr. Lloyd Mr. Powell, Mr. Turgeon and Jon Chapman met this afternoon and will have a full report at the May 1 meeting.

D. Governance Committee & Nominating Subcommittee:

Ms. Mekeal announced that the next Nominating Subcommittee meeting and the next Governance Committee meeting will both be the week of April 17. Mr. Leahy added that the Governance Committee meeting will focus on proactive succession.

E. Land Trust Advisory Committee:

Ms. Mekeal announced that of the \$15,000 in sponsorships that is needed, \$5,000 is in hand and there are pledges for \$7,500.

III. Other Business:

Ms. Maneval reminded trustees to file their financial disclosures with State Ethics Commission by April 30.

IV. Adjourn: The Board voted to adjourn the meeting at 7:25 p.m.

Respectfully submitted,



James W. Constable
Chair

These minutes were approved/revised by the Board of Trustees on May 1, 2017.

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 not be attached here.