



Maryland Department of Planning  
Maryland Historical Trust

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## Maryland Historical Trust

### NOTICE

The regular meeting of the Maryland Historical Trust Board of Trustees will be held on Thursday, October 2nd, 2014 at 10:00 a.m. at The Delaplaine Visual Arts Education Center, 40 South Carroll Street, Frederick, MD 21701.

Board Meeting 10:00 a.m.

Lunch 12 Noon

This notice is hereby given this 19th day of September, 2014.

J. Rodney Little  
Director

Please respond by e-mail [kathy.monday@maryland.gov](mailto:kathy.monday@maryland.gov) or phone (410) 514-7603 by September 25th, 2014.



Maryland Department of Planning  
Maryland Historical Trust

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## MARYLAND HISTORICAL TRUST BOARD OF TRUSTEES' MEETING

Delaplaine Visual Arts Education Center, 40 South Carroll Street, Frederick, MD  
October 2, 2014

### AGENDA

- N1 CALL TO ORDER
- N2 APPROVAL OF MINUTES
- N3 COMMITTEE REPORTS
  - N100 Capital Programs
  - N101R Oliver House Easement Breach - Lawsuit Proposed Settlement\*
  - N102R African American Heritage Preservation Grant Program\*\*
  - N200 Survey, Registration, Community Education & Museums
  - N201 Museum Assistance Program Needs Assessment Report
  - N300 Management & Planning
  - N301 Heritage Preservation Fund – Report by Preservation Maryland
  - N302 FY2015 Budget & Legislation - Report
  - N303 Litigation & Legal Issues – Report
  - N304 Interim Actions of the Executive Committee – Report
  - N305 2015 Meeting Schedule Draft

\* The Board will consider this item in closed session, pursuant to State Government Article §10-508(a)(7), in order to consult with counsel to obtain legal advice on a matter presently in litigation.

\*\* The Board will consider this item in closed session, pursuant to State Government Article §10-508(a)(13), to comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter.

MARYLAND HISTORICAL TRUST  
BOARD OF TRUSTEES' MEETING

August 7, 2014

St. Paul's Anglican Church, 1505 Crownsville Road, Crownsville, MD

Pursuant to notice, the regular meeting of the Board of Trustees of the Maryland Historical Trust (MHT or Trust) was held at St. Paul's Anglican Church, 1505 Crownsville Road, Crownsville, MD on August 7, 2014.

Trustees present: Messrs. Bailey, Edson, Gibson, Luckenbach, Parker, Poffenberger, Lighthizer, Stek, and Turner.

Ex Officio: Deputy Secretary of Planning Amanda S. Conn, Kristen Harbeson representing Delegate Maggie McInstosh

Area Representatives present: Messrs. Brown, Azola, Callan, Camlin, Charlton, Tilghman, Spikes.

Office of the Attorney General: Ricyn DeLony, Laura Lutkefedder.

MHT Staff: Rodney Little, Elizabeth Hughes, Jen Chadwick-Moore, Greg Brown and Kathy Monday.

*\*Committee Only*

M1 CALL TO ORDER

Mr. Edson, Chair, called the meeting to order at 10:05 a.m.

M2 APPROVAL OF MINUTES

Mr. Gibson made a motion, seconded by Mr. Stek, that the June 5, 2014 minutes be approved as submitted. The motion was approved unanimously.

M3 COMMITTEE REPORTS

M100 Capital Programs

M200 Survey, Registration, Community Education & Museums

M201R Heritage Preservation Fund Project Selection for FY15

Mr. Callan reminded the Board that at its December 7, 2006 meeting, the Board approved the Maryland Heritage Preservation Fund Disposition Policy (subsequently amended on February 1, 2007 and on November 29, 2007) and directed MHT staff to prepare specific project proposals, in accordance with that Policy, for funding from the Fund. Under the Policy, eligible projects include those representing significant "targets of opportunity" or high priority projects or

programs to be initiated and conducted by the Trust which are not funded by the Trust's appropriated state budget.

Based on the Maryland Heritage Preservation Fund Disposition Policy, total approvals for expenditures from the Fund for fiscal year 2015 shall not exceed six percent of the value of the Fund (contributions to the Fund, income, and appreciation) based on a four year rolling average of the Fund's market value minus any prior commitments not yet expended and by any restricted funds and interest earned on these funds that are included in the Fund. Calculations based on the June 30, 2014 valuation of the MHT Board Heritage Preservation Fund show that the Board may expend up to \$162,687.99 in fiscal year 2015.

Mr. Callan reported that the Heritage Preservation Fund Disposition Committee reviewed 13 requests totaling \$201,640 in funds. The Committee is recommending funding 12 of these requests totaling \$142,640 in expenditures in fiscal year 2015 and forward committing \$20,000 in expenditures in fiscal year 2016.

Mr. Callan made a motion to approve the following resolution, seconded by Mr. Luckenbach, which was unanimously approved.

**RESOLVED**, by the Board of Trustees of the Maryland Historical Trust, that an expenditure of up to \$142,640 from the MHT Heritage Preservation Fund in fiscal year 2015 to support the following projects is approved:

- Up to \$5,000 for African American Civil Rights Movement National Register Documentation;
- Up to \$5,000 for Archeology Field Session for 2015;
- Up to \$50,000 for Architectural Survey Data Gap Analysis and Needs Assessment;
- Up to \$5,000 for Archival Processing of Papers of Orlando Ridout V;
- Up to \$27,603 for the MHT Easement Inspector full time contractual position;
- Up to \$20,537 for the MHT Easement Processor part time contractual position;
- Up to \$500 for the Maryland Humanities Council History Day Prize;
- Up to \$5,000 for the 2015 MHT Board's Preservation Awards Presentation and Reception;
- Up to \$3,000 for MHT Staff Recognition Awards;
- Up to \$15,000 for MHT Staff Training; and,
- Up to \$6,000 for Summer Internships;

And be it further resolved that an expenditure of up to \$20,000 from the MHT Heritage Preservation Fund in fiscal year 2016 to support the following project is approved:

- Up to \$20,000 for Public Outreach and Education Through County Archeology Collections Exhibit.

M300 Management & Planning

M301 FY2015 Budget & Legislation - Report

Mr. Little reported that the FY2015 budget was underway and preparation of the FY2016 budget was just beginning.

He noted that during the 2015 session of the General Assembly, the Trust anticipated only one significant piece of legislation – reauthorization of the African American Heritage Preservation Grant Program. The Trust is hopeful that this reauthorization proposal can be crafted to include a return of the Capital Historic Preservation Grant Program which has not been funded for the past 5 years due to insufficient staffing.

#### M302 Litigation & Legal Issues – Report

Ms. DeLony reported that the Oliver House hearing, scheduled for trial in Baltimore City on 7/28/14, did not proceed. Baltimore County placed a lien on the property and the case is now scheduled to go to trial in November.

#### M303R Election of MHT Board Officers

Mr. Lighthizer, Chair of the MHT Board Nominating Committee, noted that the bylaws of the MHT Board require the election of a Chairman, a Vice Chairman and a Treasurer at the first regular meeting of the Trustees after July 1. The term of officers shall be for two years and officers may not serve more than 3 consecutive terms.

He explained that Committee members had not met but had conferred by email and are recommending a slate for the Board’s consideration consisting of Chuck Edson as Chairman, Al Luckenbach as Vice Chairman, and Brien Poffenberger as Treasurer.

Mr. Lighthizer made a motion to approve the following resolution, seconded by Mr. Parker, which was unanimously approved.

**RESOLVED**, that the Maryland Historical Trust Board of Trustees approves the Nominating Committee’s recommendation to appoint the following slate of officers for two year terms beginning on September 1, 2014:

Position	Name	Term
Chairman	Charles Edson	2014-2016; 2 <sup>nd</sup> consecutive term
Vice Chairman	Alvin Luckenbach	2014-2016; 2 <sup>nd</sup> consecutive term
Treasurer	Brien Poffenberger	2014-2016; 2 <sup>nd</sup> consecutive term

#### M304R Election of the Executive Committee “Elected Trustee”

The Executive Committee of the Maryland Historical Trust Board of Trustees has the authority to act on behalf of the Trust at the request of the Director when such action is required prior to the scheduled meeting of the Trustees. The Executive Committee is required to maintain a record, or minutes, of its proceedings and report regularly to the Trustees.

According to the Bylaws of the Trust, the Executive Committee shall consist of the officers, the immediate past Chairman (if still a Trustee) or the current Chairman's designee, and one other Trustee elected by the Trustees at the time established for the election of officers. The terms of the Executive Committee members are concurrent with the terms of the officers.

Mr. Lighthizer, Chair of the MHT Board Nominating Committee, presented the Committee's recommendation that the Board re-appoint Margot Bailey as the Executive Committee's "Elected Trustee."

Mr. Lighthizer made a motion to approve the following resolution, seconded by Mr. Stek, which was unanimously approved.

**RESOLVED**, that the Maryland Historical Trust Board of Trustees approves the Nominating Committee's recommendation to appoint Margot Bailey as the Executive Committee's "Elected Trustee" for a two year term beginning on September 1, 2014:

M305R Appointment of MHT Area Representatives for Fiscal Year 2015

The Bylaws of the Maryland Historical Trust state that the Trustees may at any time elect persons to serve as Area Representatives to the Trust. The term of an Area Representative shall be two years commencing on the first day of the first month following his or her election. There shall be up to ten Area Representatives serving at one time. Area Representatives shall be chosen so as to afford, on a regular basis, participation in Trust deliberations by persons from areas of the State not represented by Trustees. Area Representatives shall be invited to attend all meetings of the Trustees and shall receive all materials sent to the Trustees. They may fully participate in the meetings, may make or second motions but shall have no vote.

The election procedure for Area Representatives requires that the Nominating Committee submit nominations for any Area Representative vacancy, existing or contemplated, at a meeting of the Trustees, at which meeting additional nominations may be made by any Trustee or Area Representative. From the nominations so made, the Trustees then elect by majority vote Area Representatives to fill such vacancies.

Mr. Lighthizer, Chair of the MHT Board Nominating Committee, presented the Committee's recommendation that the Board re-appoint all of the existing Area Representatives.

Mr. Lighthizer made a motion to approve the following resolution, seconded by Mr. Gibson, which was unanimously approved.

**RESOLVED**, that the Maryland Historical Trust Board of Trustees approves the Nominating Committee's recommendation to appoint the following slate of Area Representatives for two year terms beginning on September 1, 2014:

	Name	County
1	Joshua Brown	Cecil

2	Martin Azola	Baltimore
3	G. Bernard Callan	Frederick
4	Dean Camlin	Carroll
5	W. Dickerson Charlton	Prince George's
6	Ralph Eshelman	Calvert, Charles, St. Mary's
7	Douglass Reed	Washington County
8	Harry T. Spikes II	Baltimore City
9	Vacant	
10	Vacant	

M306 MHT Digital Library Presentation

Jen Chadwick-Moore and Gregory Brown of the MHT Office of Research, Survey and Registration, presented on the MHT Digital Library. They explained that the Digital Library is a database search interface that allows users to access information about resources recorded in the Maryland Inventory of Historic Properties (MIHP) and the National Register of Historic Places (NRHP), as well as properties on which MHT holds preservation easements. The Digital Library also includes information on resources that have been evaluated for National Register eligibility (Determinations of Eligibility - DOEs). This new version of the Digital Library will be available online, replacing our previous system that was only accessible internally (for staff and library patrons). The Digital Library system does not include a GIS/mapping component at this time. Staff and library users still have access to our internal GIS application.

Mr. Gibson suggested that if the Digital Library does not include information on locally designated landmarks and districts then it should include a disclaimer to that effect so that the user will not be confused.

Mr. Parker suggested that if users do not find the property they are seeking, then guidance should be provided regarding how to add the property to the Maryland Inventory or where to go for more information on survey and documentation efforts.

Announcements

Mr. Luckenbach informed the Board about the unanticipated archeological discovery of a sizable slave quarter on the grounds of Scott's Plantation in Crownsville, MD.

Mr. Stek recommended that the October meeting be held at Forest Glen in Montgomery County, MD – a great preservation success - and that a future meeting be held near Bainbridge – an ongoing preservation challenge. Mr. Gibson suggested that a future meeting be held in the old Statehouse in St. Mary's City, St. Mary's County, MD.

Mr. Gibson announced that he will deliver the Mencken Memorial Lecture on Saturday, September 13<sup>th</sup> in Baltimore at the Enoch Pratt Library. Board members will receive an invitation to attend.

Mr. Charlton announced that the Aman Memorial Trust will be hosting the dedication of the Battle of Bladensburg Memorial on Saturday, August 23<sup>rd</sup> at 11 AM. Board members are invited to attend.

Ms. Harbeson announced that the Edgar Allen Poe House is now open for tours on Saturdays and Sundays from 11 AM to 4 PM; all are welcome.

Mr. Camlin announced that the City of Westminster will be celebrating its 250<sup>th</sup> anniversary with a block party on Saturday, September 13<sup>th</sup> and all are welcome to attend.

Meeting adjourned at 12:09 PM.

Mr. Charles L. Edson, Chair

J. Rodney Little, Director