



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, December 4th, 2014 at 10:00 a.m. at the St. Paul's Anglican Church, 1505 Crownsville Road, Crownsville, MD.

Board Meeting 10:00 a.m. \*

Lunch 12 Noon

This notice is hereby given this 31st day of October, 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 November 20th, 2014.

**\*Please note that Committee meetings have been cancelled due to space limitations.**



Maryland Department of Planning  
Maryland Historical Trust

**MARYLAND HISTORICAL TRUST  
BOARD OF TRUSTEES' MEETING**

**St. Paul's Anglican Church, 1505 Crownsville Road, Crownsville, MD  
December 4, 2014**

**AGENDA**

- O1 CALL TO ORDER
- O2 APPROVAL OF MINUTES
- O3 COMMITTEE REPORTS
  - O100 Capital Programs
  - O101R Revised Standard Form of Preservation Easement
  - O200 Survey, Registration, Community Education & Museums
  - O201R 2015 Historic Preservation Awards
  - O202 Underrepresented Communities Grant Award to MHT - Report
  - O300 Management & Planning
  - O301 FY2016 Budget & Legislation - Report
  - O302 Litigation & Legal Issues – Report
  - O303 Interim Actions of the Executive Committee – Report
  - O304 Investment Committee - Report
  - O305 MHT Director Search Process
  - O306 MHT Personnel Issues\*

\* The Board will consider this item in closed session, pursuant to State Government Article §10-508(a)(1), to discuss: (i) The appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or (ii) Any other personnel matter that affects one or more specific individuals.

**MARYLAND HISTORICAL TRUST  
BOARD OF TRUSTEES' MEETING  
October 2nd, 2014  
Delaplaine Visual Arts Education Center  
Board Meeting 10:00 a.m.**

Pursuant to notice, the regular meeting of the Board of Trustees of the Maryland Historical Trust was held at Delaplaine Visual Arts Education Center, 40 South Carroll Street, Frederick, MD 21701 on October 2<sup>nd</sup>, 2014.

Trustees present: Ms. Tilghmann and Messrs. Edson, Luckenbach, Parker, Stek, and Turner.

Ex Officio: Amanda S. Conn

Area Representatives present: Messrs. Callan, Eshelman, Reed, Spikes.

Assistant Attorney General: Rieyn DeLony, Paul J. Cucuzzella.

Staff: Anne Raines, Mary Alexander, Nell Ziehl, Kathy Monday.

Guest: Margaret De Arcangelis, Ted Mack, Lynora Marshall.

N1           CALL TO ORDER

Mr. Edson, Chair, called the meeting to order at 10:15 a.m. A quorum of Trustees was not present. Two members of the Executive Committee were present. The Chairman appointed Charlie Stek as the 5<sup>th</sup> member of the Executive Committee.

N2           APPROVAL OF MINUTES

Mr. Stek made a motion, seconded by Mr. Reed that the August 7th, 2014 minutes be approved as submitted. The motion was approved unanimously.

N3           COMMITTEE REPORTS

N100        Capital Programs

N101R      Oliver House Easement Breach – Lawsuit Proposed Settlement

Chuck Edson noted that it would be necessary to consider this item in closed session in order to consult with counsel to obtain legal advice on a legal matter.

As permitted by the Open Meetings Act, Annotated Code of Maryland, State Government Article, Section 10-508(a)(7) Al Lukenbach made a motion, seconded by Charlie Stek, that the Board adjourn to closed session to consult with counsel to obtain legal advice on a legal matter. The motion was approved unanimously.

In open session, Al Lukenbach made a motion to approve the following resolution, seconded by Charlie Stek. The motion was approved unanimously.

**RESOLVED**, that the Board of Trustees accepts the proposed settlement of the easement breach requiring the owners of Oliver House to replace the vinyl windows that are currently installed with true divided pane wood windows over a 3 to 4 year period according to a schedule established by the court.

N102R          African American Heritage Preservation Grant Program

Chuck Edson noted that it would be necessary to consider this item in closed session in order to comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter.

As permitted by the Open Meetings Act. Annotated Code of Maryland, State Government Article, Section 10-508(a)(13) Al Lukenbach made a motion, seconded by Charlie Stek that the Board adjourn to closed session to comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter. The motion was approved unanimously.

In open session, Al Lukenbach made a motion to approve the following resolution, seconded by Charlie Stek. The motion was approved unanimously.

**RESOLVED**, that the Maryland Historical Trust Board of Trustees concurs with the Maryland Commission on African American History and Culture in the recommendation of those projects described in Exhibit A (African-American Heritage Preservation Grant Chart for Fiscal Year 2016) to the Department of Budget and Management for funding in the state capital budget for FY2016.

N200          Survey, Registration, Community Education & Museums

N201          Museum Assistance Program Needs Assessment Report

Mary Alexander presented the Museum Assistance Program Needs Assessment Report. She explained that the report is the culmination of a needs assessment process, which opened with a statewide survey. Following the survey, the Trust brought together focus groups of museum representatives to review the survey's findings and to offer perspectives on future programming. Partner interviews helped to ensure that future Program offerings would complement those provided by other state agencies and state-wide organizations. The report outlines a series of actions to be undertaken by the Museum Assistance Program to respond to the museum community's needs over the coming years.

N300          Management & Planning

N301          Heritage Preservation Fund – Report by Preservation Maryland

Margaret De Arcangelis thanked the Board for its support of the Heritage Preservation Fund and provided an overview of fiscal year 2014 program activities.

N302            FY2015 Budget & Legislation - Report

Amanda Conn reported that the fiscal year 2016 operating budget hearing before the Department of Budget and Management will take place in late October. Amanda cautioned that there will be constraints put on revenue for Fiscal Year 2016. She stated that the Department has been working on a draft bill to reauthorize the African American Heritage Grant Program during the 2015 legislative session.

N303            Litigation & Legal Issues – Report

Rieyn DeLony reported that there are no litigation or legal issues to report.

N304            Interim Actions of the Executive Committee – Report

**MHT Board Interim Conference Call  
September 25, 2014 at 2:00 PM**

MHT Board Executive Committee: Edson, Chair; Bailey, Poffenberger

MHT Staff: Rodney Little, Nell Ziehl

In June 2014, the MHT Board approved the award of up to \$7,288 for the City of Frederick to document the destruction of many of the city's significant historic places in a book titled "Lost Frederick." The City of Frederick has since notified MHT staff that they will be unable to complete the project due to a lack of staff resources.

MHT staff recommended reassignment of the grant to Calvert County, which ranked next among the applications reviewed by the selection committee for FFY2014. Calvert County will use these funds to complete a web-based project covering the history of the communities in and in the immediate vicinity of Solomons, Maryland, focused on water trades and fisheries and the lives of the people that worked in those industries. The products will be available on the Calvert County website and will include video, maps linking the different segments to geography, and oral histories collected by the Calvert Marine Museum in the early 1980s.

Margot Bailey made a motion to approve the following resolution, seconded by Brien Poffenberger which was unanimously approved.

**RESOLVED**, that the Maryland Historical Trust Board of Trustees approves cancellation of the FFY2014 Certified Local Government grant of \$7,288 to the City of Frederick and reassignment of those funds to Calvert County.

N305

2015 Meeting Schedule Draft

Rodney Little presented the draft meeting schedule for calendar year 2015.

Announcements

Mr. Callan welcomed everyone to Frederick. He recommended visiting two adaptive reuse buildings: The Frederick Tourism Center which received an award from the Maryland Historical Trust and the National Park Service Historic Preservation Training Center. Other Frederick attractions include the National Museum of Civil War Medicine, Schifferstadt, and the Barbara Fritchie House.

Mr. Parker announced the Beyond the Battle Symposium – Bladensburg History in Context which will be held October 11<sup>th</sup> at the Hornbake Library, University of Maryland.

Meeting adjourned at 12:57 p.m.

Mr. Charles L. Edson, Chair

J. Rodney Little, Director