

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

Thursday, December 6, 2018 at 3:00 PM
Prince George's County Delegation Room - Room 150
Lowe House Office Building
6 Bladen Street, Annapolis, MD

Pursuant to notice, the regular meeting of the Board of Trustees of the Maryland Historical Trust (MHT) was held at the Lowe House Office Building, 6 Bladen Street, Annapolis, Maryland.

Trustees present: Mmes. Ernstein, Filkins, Linder, Mears, and Paca; Messrs. Edson, Feldstein, Gilchrist, Parker, Poffenberger, Robinson.

Area Representatives present: Mme. Uunila; Messrs. Brown, Callan, Charlton, Reed, and Stek,

Maryland Department of Planning: Robert McCord, Secretary.

Office of the Attorney General: Rieyn DeLony.

MHT Staff: Elizabeth Hughes, Kathy Monday, Anne Raines, Rachelle Green, Michael Day, Kate Bolasky, Marcia Miller, Mary Kate Mansius, Barbara Fisher, Jessica French, Lara Westwood, Nell Ziehl, and Steven Allen.

Guests: Jessica Feldt, Clarence Woods, Elizabeth Gorszer, Jay Barringer, Terry Klima, Jenna Bernstein, Jim Adair, and James Dunbar.

J1 CALL TO ORDER

Mr. Poffenberger, Chair, called the meeting to order at 3:04 p.m. A quorum of Trustees was present.

Mr. Poffenberger welcomed Delegate Jim Gilchrist to his first meeting of the MHT Board of Trustees. Delegate Gilchrist will be representing the Speaker of the House of Delegates on the Board. Mr. Poffenberger then invited Board members to introduce themselves.

Mr. Poffenberger invited Marcia Miller, Chief of the Office of Research, Survey and Registration, to introduce three new staff members. The Board welcomed Mary Kate Mansius, Barbara Fisher, Jessica French, and Lara Westwood to MHT.

Mr. Poffenberger invited Nell Ziehl, Chief of the Office of Planning, Education, and Outreach, to introduce her new staff member. The Board welcomed Steve Allen to MHT.

J2 APPROVAL OF MINUTES

Mr. Charlton made a motion, seconded by Mr. Reed that the October 18, 2018 minutes be approved as submitted. The Board voted unanimously to approve the minutes.

J3 PUBLIC COMMENT

Mr. Poffenberger invited members of the public to provide comment.

Clarence Woods, Elizabeth Groszer, Jay Barringer, Terry Klima, Jenna Bernstein and Jim Adair addressed the Board regarding their concerns about the removal of the Baltimore City Confederate monuments on which MHT holds an historic preservation easement. All urged MHT to require the return of the monuments to their original location.

J4 COMMITTEE REPORTS

J100 Capital Programs

J101 Historic Preservation Easement Program Report

Ms. Hughes reported that the Easement Program report required by the General Assembly was submitted by the deadline of December 1, 2018. A hard copy of the report has been provided to Board members as the meeting today. The report is heavily illustrated and included testimonials from preservation partners from across the state who have benefitted from the easement program.

Ms. Hughes thanked MHT staff – particularly Deputy Director Anne Raines – for their work on the report and expressed appreciation to those MHT Board members who served on the report working group.

At the start of the new year, the MHT Board easement working group will be reconvened to examine the existing portfolio of easements and discuss what changes to existing easements may be needed going forward.

J102R Resolution of Appreciation – Michael K. Day

Anne Raines reported that Michael K. Day would be retiring from the Maryland Historical Trust effective December 31, 2018 following an extraordinary 33-year career with the agency.

Mr. Reed made the following motion, which was seconded by Dr. Ernstein. The motion was unanimously approved by the Board.

**Resolution Expressing Appreciation and Thanks
from the Maryland Historical Trust Board of Trustees
to Michael K. Day for 33 Years of Service**

Whereas the Maryland Historical Trust was created in 1961 as an instrumentality of the State of Maryland for the purpose of preserving, protecting, and enhancing districts, sites, buildings,

structures, and objects significant in the prehistory, history, upland and underwater archeology, architecture, engineering, and culture of the State, to encourage others to do so and to promote interest in and study of such matters; and

Whereas Michael K. Day has served the State of Maryland since 1985, and

Whereas he began his career at the Trust as a Rehabilitation Review Specialist in the Office of Preservation Services, reviewing Federal Rehabilitation Tax Credit projects from 1985 to 1986, and

Whereas he became the Assistant Administrator of Review and Compliance, implementing Section 106 of the National Historic Preservation Act as well as reviewing Tax Credit projects from 1986 to 1989, and

Whereas he became the Administrator of Local Government Preservation Programs, providing technical preservation support and management of the Certified Local Government program from 1989 to 1991, and

Whereas he became Chief of the Office of Planning and Educational Outreach, serving as legislative liaison, supervising editor of MHT Press, and overseeing CLG and grant programs from 1991 to 1994, and

Whereas he became Chief of the Office of Preservation Services, overseeing the Capital Grant and Loan, African American Heritage Preservation, Easement, Underwater Archeology, Review and Compliance and State and Federal Rehabilitation Tax Credit programs from 1994 to the present, and

Whereas none of that being enough for him, he was named as Deputy Director in 2002 and serves in that role to the present, and

Whereas, his architectural and historical knowledge, building technology experience, negotiation skills, political foresight, and dedication to service have been critical to the success of MHT's programs and goals, and

Whereas, his dedication to ensuring a line of competent future preservationists led him to devote evenings to teaching a new generation about the preservation cause at both Goucher and Washington College, and

Whereas, Michael's devotion to the preservation of Maryland's cultural history is evidenced by the endless hours he has devoted to scheming, meeting, cajoling, and ultimately finding new and creative ways to use every tool in MHT's arsenal to promote the preservation cause, and

Whereas, we can hearken back to the early days of State Section 106 in Maryland, when Michael and his cohorts were oft forced to resort to "Cowboy Compliance", and

Whereas, we must also remember his heroic efforts at the National Park Seminary when this Compliance Cowboy managed to convince the United States Army that "Demolition by Neglect" is, in fact, an undertaking, which led to the preservation of a truly extraordinary resource; and

Whereas, having saved the National Park Seminary from destruction, he forever bound its protection to the Easement Committee, and

Whereas, having been instrumental in creating the Maryland Rehabilitation Tax Credit program, he went on to defend it from attacks and subversions from high and low, and

Whereas, his dedication to inspiring and mentoring his colleagues has included everything from sharing tales of the days when the Secretary of the Interior's *Standards* were formed to pontificating on the nuances of a proper appreciation of music, and

Whereas, having given up his first passions and vocations in art education and women's fashion, he put away his glitter socks to devote himself to Maryland's historic resources, and

Whereas, despite the Maritime Archeology Program's earnest efforts to lure him aboard, Michael managed to avoid being shanghaied and has not once set foot on the boat, perhaps out of fear of being made to walk the plank, and

Whereas, having been called in to advise on a bubble of peeling paint, Michael embarked on a ten-year mission to dismantle, analyze, and recreate the State's historic Senate Chamber, and

Whereas, having left his mark and set a high bar for those who will follow him on this mission, he moves on to new challenges and adventures.

Now, therefore, be it resolved that the Maryland Historical Trust Board of Trustees wishes to express its deep appreciation to Michael K. Day for his thirty-three years of service and to wish him a healthy, happy and prosperous retirement and a rewarding next phase of life.

Approved and adopted this 6th day of December 2018 by the Maryland Historical Trust Board of Trustees.

J200 Survey, Registration, Community Education & Museums
J201 Historic Preservation Plan – Report

Nell Ziehl, Chief of the MHT Office of Planning, Education, and Outreach, provided an overview of the state historic preservation plan development process. Known as "PreserveMaryland II", development of this five-year guidance document for government agencies, non-profit advocates and others involved in historic preservation, archeology and cultural heritage has been led by an interdisciplinary advisory committee convened by MHT and chaired by MHT Board member Sam Parker. Over the course of 2018, Ms. Ziehl and her committee members have conducted open public meetings, focus groups, surveys, and stakeholder interviews. Ms. Ziehl reviewed the draft goals, objectives and strategies that will form the core of the plan and reported that MHT is now in the process of soliciting public

comment on the plan.

J202 PM/MHT Heritage Fund Annual Report

Ms. Hughes reported that a Grant Agreement was entered into on December 15, 1994, and subsequently extended in 2002, 2004, and 2017, by the Maryland Historical Trust (MHT) and Preservation Maryland (PM) to establish a fund (the “Fund”) held and managed by PM and dedicated for historic preservation projects throughout the State. Interest earned on the Fund supports the Preservation Maryland Heritage Grant Program.

The Agreement stipulates that PM must provide to MHT on an annual basis a report documenting the management and investment of the Fund including: 1.) interest and dividend earnings and all other income attributable to the Fund, 2.) grant disbursements; and, 3.) all other transactional activity that has occurred during the reporting period.

Enclosed in the Board’s meeting packet was a report entitled “Heritage Fund Program Report: Fiscal Year 2018” dated December 2018 which was submitted by PM in fulfillment of this requirement.

Jessica Feldt, Preservation Initiatives Manager for PM, then addressed the Board. Ms. Feldt expressed thanks for the Board’s support of the program, reported on the program’s performance, and answered questions.

J203R MHT Board Historic Preservation Awards

Mr. Callan, Chair of the MHT Board Survey, Registration, Community Education & Museums Committee, reported that the Committee met on November 29, 2018 to review the 13 nominations received by the Maryland Historical Trust for the 2019 Maryland Preservation Awards. Six members participated (D. Alberg, J. Brown, B. Callan, A. Feldstein, L. Mears, K. Uunila) in the meeting. Based on the strength of the nominations and the category criteria, the Committee selected eleven nominations for recommendation to the Board as noted below.

Mr. Callan made the following motion, which was seconded by Ms. Uunila. The motion was unanimously approved by the Board.

RESOLVED, that the Maryland Historical Trust Board of Trustees approves the 2019 Maryland Preservation Awards recommendations of its Survey, Registration, Community Education, and Museums Committee. The recommendations are as follows:

EDUCATION & COMMUNITY ENGAGEMENT

Excellence in Media & Publications

-AARCH: African American Resources, Cultural Heritage Society of Frederick County for the film “The Tale of the Lion: Our Stories, Our Voices” (Frederick County)

Excellence in Public Programming

-Historic St. Mary’s City for Adult Tours (St. Mary’s County)

Excellence in Community Engagement

-Montgomery Preservation, Inc., for Montgomery County Cemetery Inventory Revisited (Montgomery County)

LEADERSHIP AND SERVICE

Outstanding Individual Leadership

-Belva King (Frederick County)

Outstanding Organizational Leadership

-The Friends of Stanley Institute, Inc. (Dorchester County)

PROJECT EXCELLENCE

Community Impact

-Town of Bel Air for Armory Marketplace (Harford County)

Project Excellence: Institutional Rehabilitation

-The Walters Art Museum for 1 West Mount Vernon Place (Baltimore City)

Project Excellence: Sustainable Design

-Rackliffe House Trust (Worcester County)

Preservation Partnerships

- Bugeye Edna E. Lockwood (Talbot County)

STEWARDSHIP

Outstanding Stewardship by a Government Agency

- Anne Arundel County for the Fort Smallwood Concession Stand (Anne Arundel County)

- Maryland Military Department for the Fifth Regiment Armory (Baltimore City)

J204 MHT Staff Recognition Awards - Report

Ms. Raines thanked the MHT Board for their support of the annual MHT All Staff meeting and Staff Recognition Awards event. She noted that a narrative description of those staff members who received awards this year was included in Board members' meeting packets.

J300 Management & Planning

J301 Interim Actions of the Executive Committee

Interim Actions of the MHT Board Executive Committee

MHT Board Executive Committee Conference Call

Meeting Minutes

Friday, November 16, 2018 at 9:30 AM

Pursuant to notice, a meeting of the Executive Committee of the MHT Board of Trustees of the Maryland Historical Trust (MHT) was held by conference call on November 16, 2018.

Trustees present: Mmes. Bailey and Mears; Messrs. Parker and Poffenberger.

MHT Staff: Elizabeth Hughes, Anne Raines, Marcia Miller, Heather Barrett

CALL TO ORDER

Mr. Poffenberger, Chair, called the meeting to order at 9:35 AM. A quorum of the Executive Committee was present.

PUBLIC COMMENT

No members of the public were present to provide comment.

I. Non-Capital Historic Preservation Grants Funding Recommendations for FY2019

Heather Barrett explained that the objective of the Historic Preservation Grant Program for non-capital projects is to provide funding for a wide variety of research, survey, planning, and educational activities. The Maryland General Assembly has appropriated FY19 funds for the Program in the total amount of \$300,000. For this funding round, individual grant requests were capped at \$75,000. Projects proposed to receive grants are designated on the Chart as “Recommendation: Full or Partial Funding” in the comments field. Recommended grantees are listed in the order of their ranking.

Twenty-one grant applications were received by the October 1, 2018 deadline. The total funding request was \$836,604.80. Applications represented 2 statewide projects, 3 regional projects, 16 counties and Baltimore City.

Ms. Barrett reported that a committee of MHT staff has evaluated, ranked, and recommended funding levels for eligible applications in accordance with the Program’s regulatory selection criteria and the Funding Priorities.

The following motion was made by Ms. Bailey, seconded by Mr. Parker and approved unanimously.

RESOLVED, that the Maryland Historical Trust Board of Trustees recommends to the Secretary of Planning the award of MHT Non-Capital Historic Preservation Grants to those projects described in **Exhibit A** (MHT Non-Capital Program Approved Grant Chart for Fiscal Year 2019) attached to this Resolution (the “**Chart**”).

II. Heritage Preservation Fund Expenditure

Anne Raines reported that as part of the FY2016 MHT Heritage Preservation Fund expenditures, the Board approved up to \$68,870.38 for MHT office space improvements. This work included

reconfiguration of spaces, painting, equipping of Board conference room and adjacent kitchen, purchase of furniture and equipment, and signage and artwork. To date \$62,929.86 has been expended, leaving a balance in this line item of \$5,940.52, part of which will be reserved for further, minor needed purchases and improvements.

Ms. Raines reported that Michael Day, Deputy Director and Chief of the Office of Preservation Services, will be retiring at the end of the year. Michael has been with MHT for 33 years, 24 of those in his current position. As such, he has made an outstanding contribution to the work of MHT, molding many significant programs, including tax credits, easements, and Section 106, and sustaining a wide network of preservation partners statewide. MHT plans to recognize Michael's work with a reception on December 11, which will be supported in part by Board funds (as requested above) and in part by staff contributions.

The following motion was made by Ms. Bailey, seconded by Ms. Mears and approved unanimously.

RESOLVED, by the Board of Trustees of the Maryland Historical Trust, that the reassignment of up to \$2,500 in prior year funding from the MHT Heritage Preservation Fund is approved. Meeting adjourned at 9:55 AM.

J302 Investment Committee Report

Mr. Parker, Chair of the MHT Investment Committee, reported that the Committee met by teleconference on November 29th with Brown Advisory Investment Advisor Hunter Purcell. During the call, Mr. Purcell reported that Brown Advisory had rebalanced the portfolio over the past year with various adjustments to bond and equity holdings. He noted that over the last 18 months Brown Advisory has moved to a tactically more conservative position in terms of the distribution of invested funds due to the uncertainty in the market.

J303 Litigation & Legal Issues

Ms. DeLony reported that there are no litigation or legal issues at this time.

J304 Budget & Legislation

Ms. Hughes reported that the Maryland Department of Planning fiscal year 2020 Operating Budget hearing was held at the offices of the Department of Budget and Management on November 1st. MHT will not know the final disposition of the budget for fiscal year 2020 until the Governor submits the budget to the legislature on January 18, 2019.

She does not anticipate that there will be any Administration legislation concerning MHT programs. She expects that bills designed to increase the annual appropriation for the competitive commercial side of the Maryland Heritage Structure Rehabilitation Tax Credit Program and improve the utility of the program as a tool to encourage the creation of new homeowner occupied residences may be introduced during the 2019 legislative session.

Ms. Hughes reported that meeting dates for 2019 include the following:

January 31/February 6 (Date TBD subject to availability of the President's Conference Room)
There will be no Board Committee meetings. The full Board will meet from 1:00 - 3 PM followed by The MHT Board Preservation Awards ceremony and reception from 4:00 - 7 PM that will take place in the President's Conference Room, in the Miller Senate Office Building located at 11 Bladen Street in Annapolis, MD.

Thursday, May 16, 2019 – Baltimore City TBD

There will be no Board Committee meetings. The full Board will meet from 10 AM – 12 PM.

Thursday, July 18, 2019 - MHT Offices, 100 Community Place. Crownsville, MD

Board Committees will meet from 9:30 – 10 AM. The full Board will meet from 10 AM – 12 PM followed by lunch.

Thursday, October 17, 2019 – Washington County TBD

There will be no Board Committee meetings. The full Board will meet from 10 AM – 12 PM.

Thursday, December 5, 2019 - MHT Offices, 100 Community Place. Crownsville, MD

Board Committees will meet from 9:30 – 10 AM. The full Board will meet from 10 AM – 12 PM followed by lunch.

Announcements

Mr. Feldstein inquired about the work of the WWI Commission and the 19th Amendment Commission.

Mr. Charlton noted that the case involving the Peace Cross would soon be heard by the Supreme Court.

Mr. Poffenberger reminded Board members that a reception would follow the Board meeting at the Brice House on East Street in Annapolis.

Meeting adjourned at 4:45 PM.

Mr. Brien Poffenberger, Chair

Elizabeth Hughes, Director