



**Rural Maryland Council (RMC)
Executive Committee Meeting Minutes
September 10, 2021 – 12:00 p.m. to 2:00 p.m.
Fisherman’s Inn Restaurant, 3116 Main Street, Grasonville, MD 21638**

Participants: John Hartline, Susan O’Neill, Lindsay Thompson, Chris Benzing, Matt Tefteau, Scott Warner, Charlotte Davis, Amanda Clevenger, Megan D’Arcy

- A. Welcome and Agenda Overview: Chair John Hartline called the meeting to order at 12:06pm and welcomed everyone to the meeting.
- B. Meeting Minutes: Ms. Lindsay Thompson moved to approve the four sets of minutes on the agenda - RMC Executive Committee Meeting, March 26, 2021; RMC Ad Hoc Executive Committee Meeting, May 20, 2021; RMC Ad Hoc Executive Committee Meeting, June 18, 2021; RMC Executive Board Meeting, April 9, 2021 and Mr. Matt Tefteau seconded it. Chair Hartline asked if there were any discussion or edits to the minutes. Ms. Charlotte Davis stated that a correction needed to be made to the April 9, 2021, Spring Quarterly Board Meeting under section G. Announcements to state the SB66 was passed. There were no other corrections. The minutes for 3/26/2021, 4/9/2021, 5/20/2021, 6/18/2021 were unanimously approved with the correction to be made to the 4/9/2021 minutes.
- C. Board and Committee Reports
 - 1) Financial: FY2021 Budge Review-Ms. Charlotte Davis reviewed the financial report with the Committee. Ms. Davis stated that it is a pro forma budget that includes the FY2021 actual closeout, and the majority of the funds were expended. Ms. Davis stated that \$22,330 were encumbered for the RESI proposal. Ms. Davis further reported that she learned that MDA charged the Council \$30,000 in FY21 on August 1, 2021 for indirect services and did not inform the Council. Ms. Davis contacted MDA because the Council did not have this amount of funding to cover the cost and learned that they used funds from a returned grant to pay for the cost without getting a budget amendment. Ms. Lindsay Thompson made the motion for Ms. Davis and Executive Committee members to send a letter and contact Secretary Joseph Bartenfelder and the Director of Administrative Services, Eric Von Paris for a meeting to discuss this issue and ask that the \$30,000 be returned. Mr. Chris Benzing seconded it. Mr. Hartline asked if there was any further discussion, there was none. The motion to send a letter and schedule a meeting with MDA was unanimously approved.

FY2022 Budget Review: Ms. Charlotte Davis stated that there were minimal expenses and only for salaries at this point. Ms. Davis stated that the Grant Review Board met, and approved grant disbursements and staff are currently working on the grant agreements, grant funds have not been disbursed. Committee members discussed the need for a new car in the future and Chair Hartline recommended that they contact USDA to fund a car for RMC. Ms. Davis stated she would follow-up with this idea.

FY2023 Budget Review: Ms. Davis stated that the Executive Committee agreed to request \$9 million for FY23 from the meeting held at MACo. Ms. Davis further informed the Committee that MDA requested that RMC submit the FY23 budget with a 2% reduction. Committee members discussed this reduction and it was suggested that request be reviewed with David Brinkley. Ms. Lindsay Thompson moved to accept the financial report, Ms. Susan O’Neill seconded it. Chair Hartline asked if there was any more discussion. There was none. The financial report as presented was unanimously approved.

- 2) Rural Maryland Prosperity Investment Fund (RMPIF): Ms. Charlotte Davis stated that the press release for the grant awards was sent out and that staff are currently working on grant agreements. Ms. Davis highlighted the Underserved Communities Improvement Act of 2022 with the Committee,

stating that the purpose is to identify special funds from the unclaimed personal property funds for RMPIF and the CDN Fund. Committee members discussed the Act, and it was decided not to move forward with it for now. Committee members reviewed the Managing For Results and Mr. Scott Warner suggested that RMC ask grantees to report on federal dollars matched.

- 3) Legislative Committee: Lindsay Thompson reported that the Legislative Committee meets prior to session in November to review the legislative priorities and then biweekly during session. Ms. Thompson reviewed logistics with session. Ms. Davis stated that there will be a virtual special session in late October to discuss congressional redistricting and potentially virtual regular session. Mr. Matt Tefteau stated DLS is getting renovated so meetings room in the House and Senate are being converted for temporary office/workspace. The Committee decided not to hold the legislative breakfast, to move forward with a virtual Rural Maryland Day and an in-person Maryland Day lunch at Lawyers Mall. Ms. Thompson stated that online position statement will still be an option and they are working on timing. Ms. Davis stated that there will be a candidate's reception at the Summit.
 - 4) Rural Maryland Foundation: Ms. Charlotte Davis stated that LaCharla Figgs has been hired to complete the Strategic Plan. Ms. Figgs has reached out to the majority of the Foundation Board Members and they are planning to hold two sessions.
 - 5) Agriculture Committee: Mr. Matt Tefteau reported that the Governor's Intergovernmental Commission for Agriculture met June 30, 2021.
 - 6) Joint Planning and Development Committee: Ms. Charlotte Davis reviewed the 2021 Rural Issues Survey Results and stated that the typical themes were present but there were two that stood out and they included affordable housing and mass transit. Mr. Scott Warner shared that the Joint Planning & Development Committee had a robust conversation about the survey, and they are looking into ways to professionally design one for the Council in the future.
 - 7) Nominating Committee: Mr. Chris Benzing stated that the Nominating Committee will have a meeting in the next two weeks. Ms. Charlotte Davis stated that there was a slate of 10 seats that get elected and Ms. Davis will reach out to these 10 seats to make sure they want to continue to serve.
 - 8) Executive Director's Report: Ms. Charlotte Davis provided an update on the 2021 Rural Summit Planning; the economic analysis with RESI; the 25th Anniversary publication; and the RMC annual meeting; Tawes Crab & Clam bake; and, staff activity reports.
- D. New Business: The Executive Committee reviewed the draft agenda for the 9/24/2021 Board meeting and it was decided to hold the meeting virtual. Ms. Davis reviewed the timeline for the upcoming Rural Impact Awards and asked that the Committee review nominations at the 11/10/2021 meeting. Lastly, Ms. Davis referred to the work plan and asked for any edits and reported that a progress will be developed for the Strategic Plan and handed out at the next meeting.
- E. Adjourn: Chair John Hartline asked if there was anything else to discuss. There was none. Chair Hartline asked for a motion to adjourn. Mr. Scott Warner moved the motion and Ms. Susan O'Neill seconded it. The motion passed to adjourn the meeting at 2:06pm.

Next Executive Committee Meeting: Wednesday, November 10, 2021, 12 pm – 2 pm
Location: TBD