



# UPPER SHORE Regional Council

## ANNUAL BOARD MEETING MINUTES

January 3, 2019; 10:15, Hyatt Regency Cambridge Maryland

### Board Members in Attendance:

Bill Coutz, Cecil County Councilman  
Jackie Gregory, Cecil County Councilwoman  
Bob Meffley, Cecil County Councilman  
Al Miller, Cecil County Councilman  
Joe Zang, Cecilton Mayor  
Ron Fithian, Kent County Commissioner  
Bob Jacobs, Kent County Commissioner  
Tom Mason, Kent County Commissioner  
Shelly Heller, Kent County Administrator  
Chris Corchiarino, Queen Anne's County Commissioner  
Jack Wilson, Queen Anne's County Commissioner  
Steve Arentz, Delegate, 36<sup>th</sup> District  
Jeff Ghrist, Delegate, 36<sup>th</sup> District  
Jay Jacobs, Delegate, 36<sup>th</sup> District  
Charlotte Davis, Rural Maryland Council Executive Director  
Melissa A. Kelly, Chris Van Hollen's Eastern Shore Regional Director  
Susan O'Neill, USRC Executive Director  
Janice Palmer, USRC Executive Assistant

## **WELCOME AND CALL TO ORDER**

Chairman Fithian called the meeting to order. He introduced and welcomed the new board members. There were 18 in attendance, 12 of which were voting members. A quorum was declared. Commissioner Fithian gave an overview of the Upper Shore Regional Council, noting a rough transition in 2017-18. USRC was in jeopardy of losing its funding. Mr. Fithian thanked Susan O’Neill for her persistence in “righting the ship.” It was also noted that the USRC is well funded for FY2019.

Ms. O’Neill also welcomed the board and gave an overview of a packet each board member received. Each packet contained an Agenda, member contact information, 2019 meeting dates, staff report, Profit and Loss Statement, the FY2019 Scope of Work, By-Laws, a proposed new logo and meeting minutes from October 17, 2018.

## **APPROVAL OF MINUTES**

The Board reviewed the minutes of the Executive Board meeting of October 17, 2018. Commissioner Jack Wilson made a motion to approve the minutes as presented. The motion was seconded by Councilwoman Jackie Gregory.

## **ELECTION OF OFFICERS**

Mr. Fithian presented a slate of officers with one correction: Chris Corchiarino was nominated for Secretary and not Steve Wilson. Mr. Fithian asked for any nominations from the floor. Having heard none, he asked for a motion to vote on the following slate of officers:

Chair: Bob Meffley

First Vice Chair: Jack Wilson

2<sup>nd</sup> Vice Chair: Tom Mason

3<sup>rd</sup> Vice Chair: Jackie Gregory

Secretary: Chris Corchiarino

Treasurer: Ron Fithian

Commissioner Jack Wilson motioned to accept the slate of officers. The motion was seconded by Bill Coutz. All in favor, the slate was voted in unanimously.

Upon the election of officers, Ron Fithian turned the meeting over to newly elected Chair Bob Meffley.

## **FINANCIAL REPORT**

Director O’Neill gave a brief overview of how the five regional councils are funded. Each regional council applies and receives funds from the Rural Maryland Prosperity Investment Fund (RMPIF) and the MD Department of Commerce. Individual regional councils may have additional funding sources based on programs

they administer. She noted that each Council has the opportunity to apply for grants and programs outside the RMPIF and the Maryland Department of Commerce.

## STAFF REPORT

Included in the packet, and new to USRC, was a staff report, highlighting staff's activities.

## OLD BUSINESS

- **FY2019 Update:** Susan briefly reviewed the FY19 Workplan.
- **Cecil County Broadband Grant Agreement:** Susan reviewed recent changes requested by Cecil County and Comcast for the Broadband Pilot Project. The original Memorandum of Understanding was between Cecil County and USRC and included two projects (each representing a different neighborhood). The broad band provider for one neighborhood (project A) no longer wanted to be part of the project. The broad band provider (Comcast) cost estimate for the remaining neighborhood (project B) came in at \$48,400. Based on the increased cost, Cecil County requested that the FY18 allocation (\$35,000) and the FY19 allocation (\$30,000) be combined for project B listed in the FY18 request. The board discussed the changes, requested that there be another meeting headed up by Delegate Steve Arentz with the Cecil and Comcast representatives and that the findings be brought back to the Board for further discussion in February. All agreed.
- **Logo:** USRC has been working with Platinum PR and presented a new logo for the USRC.
- **Facebook:** USRC has regained control of its Facebook page. We are very happy to be up and running again! Please help promote the USRC by liking and following USRC on Facebook.

## NEW BUSINESS

- **PNC Rural Summit Grant:** Susan reviewed the planning and success of the Rural Economic Summit sponsored by PNC Bank & MEDA. It was held at Cecil College on November 29, 2018. PNC will be presenting a \$15,000 check to USRC in April to be distributed amongst Cecil, Kent, and Queen Anne's counties.
- **Meeting Dates:** Dates for the Executive and Full Board meetings for 2019 were presented. Commissioner Jack Wilson requested that Executive Board meetings be moved from 2:00 in the afternoon to 4:00 in the afternoon. Ron Fithian motioned for the 4:00 change. Jack Wilson seconded.
- Susan urged the board members to save **June 12, 2019** on their calendars for a full council working lunch meeting to vote on the FY20 Workplan. She noted a quorum was needed.

## ADJOURNMENT

With no further discussion, a motion was requested for adjournment. Ron Fithian made the motion. Councilman Bill Coutz seconded. The meeting was adjourned at 11:10 am.

Respectfully submitted,

Janice Palmer

USRC Executive Assistant