



## Board Minutes

October 21, 2015

7:45 am – 9:00 am

*Attending:* Martin Knott – Chair, Nina Basu, Esq., Dick Boulton, Kirsten Coombs, Milton Matthews, Michael McCall, Karen Newell, Dave Sciamarelli, and Gil Wylie

*Absent:* Gregg Schwind

### **Call to Order and Welcome**

Chair Martin Knott was delayed, therefore in his absence President and CEO Michael McCall called the meeting to order at 7:45 am.

The Trust Board welcomed County representative, Mr. Randy Clay, to the meeting. County passive participation is a stipulation of the grant with Howard County. Should an executive session be called during the meeting, Clay will excuse himself.

### **Approval of Minutes**

The minutes of September 16, 2015 were presented to the Board. Matthews mentioned that he had incorrectly been listed as not attending. Newell promised to add Matthews to the attendees and reissue the minutes. With these changes in effect, Sciamarelli moved to approve the minutes of the meeting held on September 16, 2015; Boulton seconded. With none opposed and none abstaining, the motion was unanimously approved.

### **Board Matters**

Vice Chair/Fundraising Committee:

Newell was presented for election as Vice Chair. As the Trust was about to embark on its first major public/private fundraising campaign, *Let There Be Light*. Newell was suggested as committee chair due to her experience in arts fundraising campaigns.

Knott so moved to approve Newell as Vice Chair; Sciamarelli seconded. With none opposed and

none abstaining, the motion was unanimously approved.

Knott so moved to approve Newell as fundraising committee chair; Matthews seconded. With none opposed and none abstaining, the motion was unanimously approved.

#### Board Meeting Schedule:

The board reviewed a list of possible meeting dates through January. The December 2nd board meeting date was approved. There were several conflicts with the January date, so other possibilities will be proposed.

### **Development Matters**

#### Design approval of improvements to Park:

McCall walked the board through a refresher of the Hughes improvements. He highlighted the tree loss due to the new handicapped parking lot. A total of five (5) trees will be removed – one in poor condition and four in fair condition. Hughes must replace the trees 2:1. McCall said to be consistent with the approved SDP 14-073, as the Reciprocal Easement Agreement between Hughes and Trust, states, the replacement trees should be a minimum of 5” in caliper.

McCall talked about the restroom improvement. Multiple paths will lead to the new shared use facility. McCall said approximately \$2 million in total improvements in the Park being funded by Merriweather Post Pavilion’s budget.

McCall showed the board a new ADA accessible parking lot. The lot will be available to both Merriweather Post Pavilion and Chrysalis guests. In previous plans, Merriweather Post Pavilion agreed to pay for the pathway between the lot and the two venues. Because of the work timetable, the Trust may undertake the work, but hold Merriweather to the promise to pay for the work.

McCall show the board a schematic that indicates five (5) trees required removal of five trees. Four trees are in fair condition and one is on poor condition. Here again Hughes must replace the trees 2:1. McCall said to be consistent with the approved SDP 14-073, as the Reciprocal Easement Agreement between Hughes and Trust, states, the replacement trees should be a minimum of 5” in caliper.

Knott moved to approve the plan with provisions regarding tree size; Sciamarelli seconded. With none opposed and none abstaining, the motion was unanimously approved.

Matthews moved to amend the just approved motion by approving the changes as stipulated, i.e. with the minimum 5” caliper trees and the pedestrian pathway to the Chrysalis access road paid for by Merriweather Post Pavilion. Sciamarelli seconded. With none opposed and none abstaining, the motion was unanimously approved and usurped the original approved motion.

Phase 3 Utility Easement from CA (in pond area):

In order to connect Merriweather Post Pavilion's required new utilities, Hughes and the Trust will be requesting utility easements from Columbia Association that occur in Phase 3 under the perpetual easement between the Trust and Columbia Association.

Report on Chrysalis Schedule & Budget:

McCall reported on the work being done to protect the trees in advance of the construction of the Chrysalis. He also reported that the water line was being laid and one of the fire hydrants had been installed. There will be a available for Wine in the Woods - but all of the Chrysalis systems may not be in operation. It is hope that the Chrysalis be operational by June 17th for the Columbia Festival for the Arts.

McCall walked the through the Sources & Uses budget for the Chrysalis (attached), which, as a consequence of the County grant agreement, has now been updated to include \$150,000 of revenue from the IMA agreement.

## **Fundraising**

McCall gave the board information on the Math of Architecture event on Tuesday, November 3rd, 7:00 pm in the Smith Theater at Howard Community College. Joni Newkirk, the CEO of Integrated Insight, and Bill Zahner, President of A. Zahner Company, will be about their careers, placemaking, and their work on Merriweather Park at Symphony Woods. The event is co-sponsored by the Howard County Library System, Howard Community College, Howard County Public School System, Leadership Howard County, Columbia Festival of the Arts, ManneqArt and the Downtown Partnership.

McCall talked about creating a sound and lighting kit for community groups to use. Our fundraising will be directed toward securing light and audio package. Toward that end, the Trust's *Let There Be Light* campaign will be announced at the end of the evening. McCall mentioned that with PRG-Washington (Production Resource Group), headquartered in Howard County, will assist with lighting and event needs moving forward, under a negotiated, fixed "cost + %" basis.

McCall mentioned that another talk in January, at which Star Davis, the Trust's lead lighting designer from Arup in New York, and Pat Hand, the General Manager of the afore mentioned PRG, at the Smith Theater, is currently in the planning stages for the last week in January.

McCall finished the fundraising portion of the meeting by pointing out that the Trust would be looking for sponsors for the marquees elements on the stage at the base of the Chrysalis legs. The marquee panels would be laser cut and backlit.

## **Symphony of Lights**

Wylie mentioned that the hospital announced this week that they were going to cease the Symphony of Lights at Merriweather. McCall and Basu are meeting with the head of the hospital foundation today to talk about moving it to the Park. Wylie offered his assistance moving forward with that potential partnership. McCall stated that there was the potential for a walk-through experience starting in 2016.

The meeting adjourned at 8:55 am

# Sources & Uses

Sources			
County	6,395,000		
Trust/IMA	150,000		
<b>Total</b>	<b>6,545,000</b>		
Uses			
Whiting Turner DD	2,235,593		
WT CD Allowance	550,000		
Zahner	1,605,752		
BG&E Electrical Connection	42,500		
Bonds & Permits	22,000		
Contingency / Light & Sound	310,655		
<b>Subtotal</b>	<b>4,766,500</b>	<b>73%</b>	
Design & Engineering	972,500		
Construction Management	256,000		
Trust	550,000		
<b>Subtotal</b>	<b>1,778,500</b>	<b>27%</b>	
<b>Total</b>	<b>6,545,000</b>	<b>100%</b>	