



Board of Directors Meeting Minutes
Wednesday, November 16, 2022
The Inn at the Chesapeake Bay Beach Club
Zoom 9 AM

Present: Chairman Geoff Oxnam, Vice-Chair Mike Gill, Treasurer Andrea Pelletier, Mr. Al Delia, Ms. Brittney Powell, Mr. John Quinn, Dr. Eric Wachsman, Dr. Samuel Williams, Dr. Mary Beth Tung, Mr. Roop Vijayan, Ms. Kathy Magruder, Ms. Sabrina Bachman, Mr. Steven Cowan, Mr. Wade Haerle, Ms. Rylee Kennedy, Ms. Dorothy Kolb, Ms. Pamela Powers, Ms. Maura Ross, Mr. Ben Rupert, and Mr. Brian Toll. Guests include Mr. Chris Rice, Chief of Staff, Maryland Energy Administration and Landon Fahrig, Assistant Division Director for Energy Policy and Legislative Director, Maryland Energy Administration.

Welcoming Remarks: Chairman Oxnam welcomed Board Members to the meeting at 9:00 AM.

First Order of Business: The first order of business was to approve the Board of Directors Meeting Minutes for Monday, September 26, 2022.

Chairman Oxnam requested a motion to approve the Board of Directors Minutes from Monday, September 26, 2022, as presented. Mr. Delia moved the motion. Ms. Pelletier seconded the motion. The motion passed unanimously with no abstentions or objections.

| | |
|----------------------------------|----------------------------|
| <i>Chairman Oxnam – AYE</i> | <i>Ms. Powell – Absent</i> |
| <i>Vice-Chair Gill – AYE</i> | <i>Mr. Quinn – Absent</i> |
| <i>Treasurer Pelletier – AYE</i> | <i>Dr. Wachsman – AYE</i> |
| <i>Mr. Delia – AYE</i> | <i>Dr. Williams – AYE</i> |
| <i>Dr. Tung – AYE</i> | |

Financial Matters: Ms. Pelletier presented the MCEC FY 23 Year-to-Date Financial Statements as of October 31, 2022. She continued with the MEIA FY 2023 Year-to-Date Financial Statement as of October 31, 2022. Ms. Pelletier noted that grant income for MEIA has increased each year since its inception.

Communications Director: Ms. Bachman reviewed the Advisory Council’s role with the organization and presented the list of nominees.

Chairman Oxnam called for a motion to approve the 2023 Advisory Council appointments as presented. Dr. Tung moved the motion. Mr. Delia seconded the motion. The motion passed unanimously.

| | |
|----------------------------------|----------------------------|
| <i>Chairman Oxnam – AYE</i> | <i>Ms. Powell – Absent</i> |
| <i>Vice-Chair Gill – AYE</i> | <i>Mr. Quinn – Absent</i> |
| <i>Treasurer Pelletier – AYE</i> | <i>Dr. Wachsman – AYE</i> |
| <i>Mr. Delia – AYE</i> | <i>Dr. Williams – AYE</i> |
| <i>Dr. Tung – AYE</i> | |

Employee Policy Handbook: Ms. Magruder presented the MCEC Employee Human Resources Policy Manual, noting additions and changes.

Chairman Oxnam entertained a motion to approve the MCEC Human Resources Policy Manual as presented. Mr. Quinn moved the motion. Mr. Gill seconded the motion. The motion passed unanimously.

| | |
|----------------------------------|---------------------------|
| <i>Chairman Oxnam – AYE</i> | <i>Ms. Powell – AYE</i> |
| <i>Vice-Chair Gill – AYE</i> | <i>Mr. Quinn – AYE</i> |
| <i>Treasurer Pelletier – AYE</i> | <i>Dr. Wachsman – AYE</i> |
| <i>Mr. Delia – AYE</i> | <i>Dr. Williams – AYE</i> |
| <i>Dr. Tung – AYE</i> | |

Adjournment: *Chairman Oxnam requested a motion to adjourn the meeting. Dr. Wachsman moved the motion. Ms. Powell seconded the motion. The meeting adjourned at 9:27 AM with consensus.*

Recording of the meeting can be found at: https://bit.ly/MCEC_2022_11-16