



**MINUTES OF THE REGULAR MEETING OF BOARD OF DIRECTORS
MONDAY, DECEMBER 11, 2023
AT DORCHESTER CHAMBER OF COMMERCE**

CALL TO ORDER, ROLL CALL & CONFIRMATION OF QUORUM

A regular meeting of the Board of Directors (the "Board") of Cambridge Waterfront Development, Inc., a Maryland Non- Stock Corporation (the "CWDI or Corporation"), was held on December 11, 2023, at the Dorchester Chamber of Commerce. The Meeting was called to order at 12:02 pm.

The attendance at the meeting were Frank Narr, Jr., Shay Lewis-Sisco, Richard Zeidman, and Angie Hengst. Also in attendance were Matt Leornard, CWDI Executive Director, and Sierra Jackson Administrative Support. Dion Banks and Mike Frenz were absent.

Mr. Leonard confirmed a quorum was present.

APPROVAL OF AGENDA

A motion was made by Mr. Narr and seconded by Ms. Hengst to amend the agenda, moving the Closed Meeting to immediately after the approval of the agenda. The motion was duly carried four to zero.

CLOSED MEETING

The closed meeting began at 12:09 and ended at 1:38 pm.

RETURN TO OPEN MEETING

The Board returned to Open Meeting began at 1:38 PM

Mr. Leonard announced that the following occurred in Closed Session that no votes were taken in Closed Meeting.

Mr. Leonard requested the group's consent to add a Public Comment period to the agenda to immediately prior to New Business. A motion was made by Mr. Narr, seconded Ms. Hengst and duly carried four to zero to make this addition.

APPROVAL OF MINUTES FROM SEPTEMBER 21, 2023, MEETING

A motion was made by Mr. Narr and seconded by Ms. Lewis-Sisco and duly carried by a vote of four to zero to approve the minutes as presented.

PLANNING COMMITTEE REPORT

Mr. Leonard reported the following:

- A kickoff meeting with USDOT/ Volpe Center is being scheduled for Q1 2024. He'll advise the exact date once it's established.
- *Cambridge Harbor* project planning is progressing well. He and MRA held a conference call with the City Engineers to review the status. Additional meetings are being scheduled to ensure the project plans are on track.

FINANCE COMMITTEE REPORT

Mr. Narr, CWDI's Secretary-Treasurer and Finance Chair, provided Statements of Cash Flow, Balance Sheets, and an A/R Aging Report for Cambridge Waterfront Development Inc., and CWDI Holdings, LLC through October 31, 2023. He then made a motion for acceptance of the financials as presented. The motion was seconded by Mr. Zeidman, and the motion duly carried by the Board four to zero.

OUTREACH & COMMUNICATIONS COMMITTEE

Mr. Leonard reported that CWDI had engaged in the following since the last report:

- Participated in two Maryland 250 planning meetings organized by the Dorchester County Historical Society
- Attended a City Bikeways Meeting
- Facilitated a *Cambridge Harbor* Development Team and Partners Meeting
- Presented a Project Update and TIF Info to an Open Session of the County Council
- Made a Project Update and Planning presentation to the Chamber of Commerce Board
- Attended various Chamber Business After Hours and Ribbon Cutting events
- Participated in a radio interview and two television interviews
- Met with the Secretary of Labor and Secretary of Commerce during their visit to Dorchester County facilitated by Dorchester Economic Development and Tourism.

CWDI will have an ice sculpture at the Ice & Oyster Festival in January 2024.

A new release of *Cambridge Harbor* merchandise will occur in Q1 of 2024.

EXECUTIVE COMMITTEE

Mr. Leonard gave a review of the topics discussed by the Executive Committee. He briefly updated the group on the Boutique Hotel negotiations and plans.

Mr. Leonard reminded the Board that Jeff Powell officially resigned via letter on October 1, 2023. The Board Members present expressed their appreciation for Mr. Powell's efforts to advance the *Cambridge Harbor* vision. A motion was made by Ms. Lewis-Sisco, seconded by Ms. Hengst, and duly carried by the Board to accept Jeff Powell's resignation.

Mr. Leonard reminded the Board of the process for identifying new Board Members. He said that CWDI is collaborating with the County to find the best replacement to complete Mr. Powell's term. Once a candidate is identified by the County, CWDI will go through the ratification process in its bylaws.

Mr. Leonard reported that the *ad hoc* Officer Nominating committee has completed its work and a new slate of officers will be presented for Board action at the CWDI's Annual Organizing Meeting in January.

He also reported that the *ad hoc* Board Health & Improvement Committee has completed its work and will make official recommendations to the Board at the Annual Organizing Meeting.

The *ad hoc* Values and Ethics Committee is still working to draft Statements of Values and Ethics.

PUBLIC COMMENT

There were no public comments.

NEW BUSINESS / BOARD MEMBER OPEN COMMENTS

The group congratulated Ms. Lewis-Sisco on her receiving The Town Watch Award which "recognizes individuals who have demonstrated leadership and service in the community."

ADJOURNMENT

A motion was made by Mr. Zeidman, seconded by Ms. Hengst, and duly carried by a vote of four to zero to adjourn the meeting at 2:14PM.