**Management Board Meeting Notes**

**January 4, 2012**

**Actions and Decisions**

Program Update

* GAO reports – we will send out the Agency responses to the GAO Bay restoration report and the letter to GAO from Senators Cardin and Boxer
* Budget – EPA will share extramural funding levels with MB
* CBF Job report – will email to MB members
* Ann Swanson will send out the CBC fact sheet and information on the studies being released tomorrow
* Schedule jurisdiction conference call on EO Progress Report and Action Plan
* Template for Milestones

Schedule 2012 MB meetings

* Agreed to move to bi-monthly meeting with alternating in-person and conference calls (preferably on a set day of the week). Will send a revised schedule to MB for review, comment and approval.
* Agreed to send out materials seven days in advance and enforce the Minick rule (i.e. won’t discuss issues if materials are not sent out on time)
* Agreed to include action items and decisions requested on agenda
* Future meeting – include discussion on how the GIT chairs can have greater participation and input in MB meetings
* Reminder to MB members to not put their phones on hold during the meeting.

Progress on CBP Alignment

* Agreed to review framework and communications documents and send comments within two-weeks to Tim Wilke.

GIT Chairs Update

* Action – Jeff Horan will send around summary of key outcomes from GIT chairs meeting
* CBP will send out governance document and list of GIT members to MB
* Schedule presentation on LandScope America for the Management Board (collaborative project of NatureServe and the National Geographic Society; it is a new online resource for the land-protection community and the public that brings together maps, data, photos, and stories about natural places and open spaces).

STAC Report

* Agreed to explore re-establishing a CBP budget review committee
* Consider recommendation for modeling lab demonstration for Gunston Cove