

**Maryland Food Center Authority
Board of Directors Meeting Minutes**

**7801 Oceano Avenue
Jessup, Maryland 20794
November 14, 2024**

Present:

Gail Yeiser, Chair
Susan Summers
Ryan Phillips
April Richardson
Carlton Brown
Stephanie Jerger
Gerardo Martinez
Kerry Greer

Ben Seigel, for the Honorable Brooke Lierman, Comptroller

Wendy Scott-Scott Napier, for Atif Chaudry, Secretary, Department of General Services

Mark Powell, for Kevin Atticks, Secretary, Department of Agriculture

Dr. Darren Jarboe, for Dr. Craig Beyrouthy, Dean and Director, University of Maryland, College of Agriculture and Natural Resources

Myriem Seabron, Assistant Attorney General

Angela Hopkins, Senior Director of Real Estate and Finance, MFCA
Gary Decker, Director of Market Operations, MFCA
Trevett Freeman, Senior Accountant, MFCA
Peggy Torre, Executive Projects Coordinator, MFCA

Meeting Convened

Ms. Gail Yeiser called Members of the Board of Directors of the Maryland Food Center Authority (MFCA) to order at 9:00 a.m. on November 14, 2024.

I. Regular Session

A. Approval of Minutes

- A motion was made by Ms. Kerry Greer to approve the Minutes from the September 19, 2024, meeting with the following correction: Add Gerardo Martinez and Stephanie Jerger to the list of attendees. The motion was seconded by Ms. Wendy Scott-Napier and unanimously approved. (Exhibit 1)

B. MFCA Updates

- Ms. Angela Hopkins advised the Board that the Legislative Auditors have begun their audit.

C. Presentation of Audited Financial Statements for the Year Ending June 30, 2024

- Ms. Angela Hopkins reviewed the Audited Financial Statements for the year ending June 30, 2024.

D. Presentation of Proposed Fiscal Year Revised 2025 Operating Budget Estimates and Fiscal Year 2026 Operating Budget Estimates and Fiscal Year 2025 and FY 2026 Capital Improvement Budget Estimates

- Ms. Angela Hopkins presented the following budgets in detail:
 1. Revised Fiscal Year (FY) 2025 Operating Budget Estimates
 2. FY 2026 Operating Budget Estimates
 3. FY 2025 and FY 2026 Capital Improvement Budget Estimates

Motions:

1. Audited Financial Statements:
 - A motion to approve the FY 2024 audited financial statements was made by Ms. Kerry Greer and seconded by Dr. Darren Jarboe.
 - The motion was unanimously approved.
2. Capital Improvement Budgets:
 - A motion to approve the revised FY 2025 and FY 2026 Capital Improvement Budgets in total was made by Mr. Gerardo Martines and seconded by Ms. Wendy Scott-Napier.
 - The motion was unanimously approved.
3. Operating Budgets:
 - A motion to approve the revised FY 2025 and FY 2026 Operating Budgets in total was made by Ms. Stephanie Jerger and seconded by Ms. Susan Summers.
 - Included in these budgets:
 - A 2% cost-of-living adjustment (COLA) on January 1, 2025, for all MFCA employees, including the Executive Director.
 - A 4% merit increase and a 2% COLA in FY 2026 for all MFCA employees, including the Executive Director.

- These increases are contingent upon the State of Maryland authorizing increases for all state agencies.
- The motion was unanimously approved.

E. Statement of Revenue and Expenses affecting private tenants and users of the Maryland Wholesale Produce Market and the Maryland Market Center were reviewed by the Board. Both markets have been made aware of these statements. A motion was made by Mr. Ryan Phillips to accept the R & D's and was seconded by Ms. Kerry Greer, and was unanimously approved.

F. Tentatively Scheduled Dates for Calendar Year 2024 Authority Meetings

- March 20
- June 12
- September 18
- November 20

Motion to adjourn was made by Mr. Carlton Brown, seconded by Dr. Darren Jarboe and unanimously approved, and the meeting adjourned.