

HEART OF CHESAPEAKE COUNTRY HERITAGE AREA (HCCHA)

Management Board Descriptions

HCCHA Mission (from Bylaws): “The Heart of Chesapeake Country Heritage Area Management Board brings together officially designated city, town and county representatives, along with community and private sector representatives on a regularly scheduled basis for the purpose of enhancing the ability to effectively preserve Dorchester County heritage, market and develop heritage tourism in the Dorchester County Certified Heritage Area and improve the economic health of the area.”

Management Board Membership: The Management Board is comprised of at least eleven and no more than thirteen members as follows:

- two elected by and from the County Commissioners at any regularly scheduled meeting who shall serve for the duration of the term of their elected office;
- one representative from each of the six municipalities within the heritage area, including Cambridge, East New Market, Church Creek, Secretary, Hurlock and Vienna, who shall be a Council member, Mayor or designated representative of the municipality and shall serve for the duration of the term of the elected body;
- and at least three and no more than five community representatives whose terms shall be established by the bylaws and who shall be elected by the eight governmental representatives after notice of the pending appointment is published and nominations are received from any interested group or individual.
- According to the Bylaws, the at-large community members serve three-year terms with staggered expirations.

Management Board Responsibilities (from Dorchester County Resolution No. 352):

- Setting priorities for implementation of the *HCCHA FY2019-2024 Strategic Plan*.
- Organizing partnerships, providing coordination.
- Applying for funding, accepting grants on behalf of the Heritage Area, with prior approval from the Dorchester County Commissioners.
- Acting as a conduit to the Maryland Heritage Area Authority (MHAA) for Plan projects.
- Approving and prioritizing grant applications within the HCCHA for submission to the MHAA.
- Recommending Heritage Area staff direction, in conjunction with an under the supervision of the Dorchester County Tourism Director.

Board Member Job Description*

1. Regularly attends board meetings and important related meetings. At this time, the Management Board usually meets on the third Thursday of the month, for a minimum of ten meetings per year, at 8:45 a.m. Meetings typically last 90 minutes. Every January, the newly established Management Board will set their meeting schedule for the upcoming year
2. Members are also asked to plan and participate in the Heritage Area’s annual awards event.
3. Makes commitment to serve on committees as necessary.
4. Volunteers for and willingly accepts assignments and completes them thoroughly and on time.
5. Stays informed about committee matters, prepares well for meetings, reviews and comments on minutes and reports.
6. Evaluates heritage-related grant applications twice (sometimes more) per year and helps to communicate and promote HCCHA’s mission and programs within Dorchester County.
7. Is alert to community concerns that can be addressed by HCCHA’s programs.