

Orient Land Trust Board of Directors Regular Meeting
Seitz Residence – OLT/Valley View Hot Springs
Saturday, January 14, 2006 – 9 AM

AGENDA

9:00 AM

- I. Record attendance – Betsy Miller
- II. Meeting call to order – Barb Tidd – announce Betsy Miller as Secretary; Board sign Written Consent re: same
- III. Changes to Agenda – Barb Tidd
- IV. Minutes from Nov. 12, 2005 regular meeting and executive session – Barb Tidd (for decision)
- V. Questions/comments from guests – Barb Tidd

ED, Officer, and Committee Reports

9:15 AM

- VI. Executive Director's report – Neil Seitz (for information only)

9:25 AM

- VII. Secretary's report/Correspondence – Betsy Miller (for information only)

9:30 AM

- VIII. Treasurer's report – John Eiseman and Chris Miller
 - a. Income statement, Balance sheet, Cash flow statement – John (for decision)
 - b. Performance charts and statistics – Chris (for information and decision – recommendation that these be part of the regular board meeting financial package - 10 min.)
 - c. Notes on generally accepted accounting principles (GAAP) – John (for information only)
 - d. Year-end audit recommendation – John (for decision)

10:10 AM

- IX. Resource Development Committee report – Barb Tidd for Laura O'Leary, Acting Chair (for information only) – NO report

10:10 AM

X. New Business

- a. Preservation/protection update – Neil Seitz (for discussion and decision – 10 min.)

BREAK - 10 min.

10:30 AM

Convene Executive Session

- b. Model Code of Ethics and Statement of Values (which encompasses board communication, discussions, and behavior outside of executive session and board meetings) – Doug Bishop (Executive Session for discussion – 30 min.)
- c. Employees' compensation package – Neil Seitz (Executive Session for discussion and decision - 15 min.)

11:15 AM: **Reconvene Regular Meeting**

- d. Model Code of Ethics and Statement of Values – Doug Bishop (for decision – 5 min.)

11:20 AM

XI. Unfinished business

- a. Property and liability insurance update – Neil Seitz (for information and discussion - 10 min.)
- b. Debt Policy for General Fund (recommendation) – John Eiseman (for decision - 15 min.)

LUNCH BREAK – 1 hour

12:45 PM

- c. Operating Plan – Neil Seitz (for decision - 30 min.)
- d. 2006 Budget – Neil Seitz (for decision - 60 min.)
- e. Respect and Responsibility Policy – Neil Seitz (for decision - 15 min.)
- f. Email Communications Policy – Chris Miller (for discussion and decision - 15 min.)

BREAK – 10 min.

2:55 PM

- g. OLT leases – Kate Padilla (for discussion and decision – Kate will provide recommendations for decision via email prior to meeting - 15 min.)
- h. Governance Model – Chris Miller (for discussion and decision – do we need formal policy document re: governance model? – 10 min.)
- i. LTA Standards and Practices (2004 revised) – continuation from 11/12/05 meeting of report

from each Board member on OLT's following of guidelines (for information only – 30 min.)

3:50 PM

XII. New Business

- a. Executive Director performance evaluation – framework for performance review - Harold Pratt – (for decision - 10 min.)
- b. Executive Director performance monitoring and evaluation (2006-07), performance evaluation (2005-06); and position description – Barb Tidd (for decision – 10 min.)
- c. Board member self-evaluation – Barb Tidd (for preliminary discussion - 10 min.)
- d. Amend Bylaws Section 3.2(a) regarding Board of Directors Qualifications (to align with strategic plan) – Chris Miller (for decision - 10 min.)
- e. Amend Bylaws Section 3.3(b) Attendance Requirement (to bring in line with LTA standard) – Barb Tidd (for decision – 10 min.)
- f. Board Development Committee and Board Nominating Committee – membership demographics and responsibilities – Barb Tidd (for decision – 15 min.)
- g. Records policy (draft) (LTA Standard 2) – Terry Seitz (for discussion and possible decision - 10 min.)

5:05 PM

XIII. Confirm Annual Meeting date – Saturday, March 11, 2006 at 9 AM at the Seitz residence.

XIV. Adjourn regular meeting