

Orient Land Trust Board of Directors Regular Meeting
Seitz Residence – OLT/Valley View Hot Springs
Saturday, November 11, 2006 – 9 AM

AGENDA

9:00 AM

- I. Record attendance – Betsy Miller
- II. Meeting call to order – Barb Tidd
- III. Changes to Agenda – Barb Tidd
- IV. Minutes from Sept. 16, 2006 regular meeting – 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 (FIO)

9:30 AM

- VII. Secretary's report/Correspondence – Betsy Miller (FIO)

9:35 AM

- VIII. Treasurer's report – John Eiseman
 - a. Income statement, Balance sheet, Cash flow statement (for decision – 20 min.)
 - b. Stats Charts – Chris Miller (FIO – 5 min.)
 - c. Status update on auditor's recommendations (from May 2006 audit) – Terry Seitz (FIO – 5 min.)

10:05 AM

- IX. Resource Development Committee report, including report on presentation(s) for targeted donors – Neil Seitz, Acting Chair; Mark Hayes, Chair (FIO - 15 min.)
- X. Land Management Plan Committee report, including list of OLT's needs – Doug Bishop, Chair (FIO - 15 min.)

BREAK – 10 min.

10:45 AM

- XI. Land Action Committee report – Mark Hayes (FIO – 10 min.)

10:55 AM

XII. Unfinished business

- a. Deputy Director hiring – acknowledge Oct. 3, 2006 passage of email motion approving hiring of Greg Good as Deputy Director to begin employment mid-October 2006 – Barb Tidd (FIO)
- b. Debt Policy for General Fund – John Eiseman (for decision – 5 min.)
- c. Investment Policy – John Eiseman (for discussion and decision – 30 min.)
- d. Policy re: Criteria for Acquisition of Conservation Easements Bruce Goforth (for decision – 5 min.)
- e. Computer offsite back-ups (per auditor's comment in 3/16/06 letter) – Report on research – Neil Seitz (FIO – 10 min.)
- f. Charitable solicitations registration in other states - Report on update analysis - Neil Seitz (FIO – 10 min.)
- g. Implementation of inventory control system in database – Chris Miller (FIO – 5 min.)

BREAK @ NOON – 15 min. – LUNCH TO BE SERVED

RAFFLE TICKET DRAWING!!!!!!!!!!!!!!!!!!!!

- h. Email protocol guidelines – Chris Miller (discussion and possible decision – 10 min.)

12:30 PM

XIII. New Business

- a. Policy for board members re: conflict of interest (C of I) and confidentiality, including presentation of form for signature (re: C of I and confidentiality; separate acknowledgement re: statement of ethics and values) – Amy Beatie (for decision and signing – 10 min.)
- b. ED Evaluation Process: Report on progress made on Objectives and Tasks in the 2006 Work Plan submitted to Board - Neil Seitz (FIO – 20 min.)
- c. Work Plan for 2007 – detailed, objective by objective – ED (for discussion and possible decision - 20 min.)
- d. LTA Standards and Practices (2004 revised) – continuation of report from each Board member on OLT's following of guidelines (FIO – 15 min.)
 - LTA S&P 11: Conservation Easement Stewardships (Bruce)

- e. Board Training Session/Report from 9/25 Conservation Easements Seminar – Bruce Goforth (FIO - 15 min.)
- f. **Executive Session** – Conflict of Interest Matter (for discussion -15 min.)

2:05 PM: Adjourn this portion of regular meeting

3:05 PM to 6 PM – Reconvene regular meeting

- XIV. 2007 Budget – Neil Seitz (for discussion and decision) [Note from Board Task List: **Board give Neil direction re: amount of budget to go to infrastructure or specific projects – separate from capital budget (per Neil’s request in 1/14/06 meeting) – Responsible Party – John Eiseman**]
- XV. Board members whose terms expire March 2007 (Amy, Barb, Harold) – Letters of interest due to Board Development Comm. by Jan. 1, 2007; Amy’s has been received.
- XVI. Confirm next meeting date – Saturday, January 13, 2007 at NOON at Seitz residence.
- XVII. Adjourn regular meeting