

Orient Land Trust Board of Directors Annual Meeting
Seitz Residence – Valley View Hot Springs
Saturday, March 8, 2008 – 10:00 AM

AGENDA

10:00 AM

- I. Record attendance – Betsy
- II. Meeting call to order – Chris
- III. Changes to Agenda – Chris
- IV. Minutes from December 8, 2007 regular meeting & executive session and December 9, 2007 regular meeting – Chris (DEC)
- V. Questions/comments from guests – Chris

ED, Officer, and Committee Reports

10:15 AM

- VI. Executive Director's report – Neil (FIO – 40 min.)
DD Report on LTA Standards Compliance #12 – Greg (FIO – 10 min.)

10:55 AM

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

11:00 AM

- VIII. Treasurer's report – John
 - a. Income statements, Balance sheet, Cash flow statement John (DEC – 20 min.)
 - b. Review of 2007 audit – John(DISC, DEC – 10 min.)
 - c. Annual review of Operating Checking Balance unrestricted amount (currently \$40,000 minimum) – John(DISC, DEC – 5 min.) [#15 on board task list]
 - d. Discussion item for possible vote: increase frequency of CPA review. We currently audit every other year. Discuss whether to continue audit every other year, but to conduct review every off year. Additional cost estimated \$1500 - \$2500 every other year – John(DISC, DEC – 10 min.)
 - e. Restricted funds, investments and winter loss – Neil
 - f. Stats Charts – Greg (FIO – 5 min.)
- IX. Committee reports – Each Chair if there is cause (FIO - 10 min.)
 - a. Board Development Committee – Amy / Chris
 - i. Present director surveys in Ex Session (Sunday)
 - ii. Liaisons to OLT (Bylaw language change – postponed to June)
 - iii. Forum-based communications – Chris (DISC)
 - b. Resource Development Committee – Lea (incl Outreach report)
 - c. Land Management Plan Committee – Doug
 - i. Baseline documentation report (BDR) policy – Doug
 - ii. Cancel the Donation Agreement? – Doug / Neil
 - d. Land Action Committee – Mark
 - e. Investment Committee – John
 - i. Investment Policy – DEC
 - ii. Endowment Agreement – DEC
 - f. Visitor Experience Committee – Dan Harold moved to establish a Visitor Experience Committee with Dan as the Chair; with the understanding that he brings back a revised mission statement for Board approval.

1:00 PM BREAK – 30 min. – Lunch Terry

1:30 PM

X. Questions/comments from guests – Chris(FIO – 5 min.)

XI. Unfinished business

- a. Accept 2008 proposed budget – Greg / John (DEC – 10min).
- b. Accept Endowment Fund Declaration from Dec – John (DEC – 10min).
 - i. Motion to formalize Investment Committee Membership - John
- c. Accept Investment Policy – John (DEC – 10min).
- d. Accept Gift Acceptance Policy – Greg (DISC, DEC – 10 min.)
- e. Work Plan – Neil / Greg (DISC – 10 min.)
 - i. Neil to split the plan into Admin and Improvements.
 - ii. Greg to create his own plan (see Greg's email of 1/4/08)
 - iii. Both plans should include 'Functional Absolutes'
- f. Review / status draft Capital Improvements Plan. – Neil (DISC – 10 min.)
 - i. Review / input from VEC - Dan
- g. Bethany's report from Dec. meeting - Greg
- h. OLT Email Move – Neil (FIO – 5 min.)
- i. Board Task List – Brief review – Chris (DISC – 15 min.)

3:00PM

XII. Announcements

- a. Part two of board meeting is Sunday, March 9th at 9:00am
 - i. New business
 - ii. Executive session – Neil (DISC & DEC – 10 min.)
- b. Confirm next meeting date – **Saturday, June 14, 2008 at 10 AM** at Seitz residence.
- c. Adjourn regular meeting