

Orient Land Trust Board of Directors Regular Meeting  
Seitz Residence - Valley View Hot Springs  
**Saturday, September 13, 2008**

**AGENDA**

9:00 AM

- I. Record attendance – Barb
- II. Meeting call to order – Dan
- III. Changes to Agenda – Dan
- IV. Minutes from prior regular meeting and executive session – Dan (DEC)
- V. Questions/comments from guests – Dan
- VI. Board member candidates (FIO); vote to seat new board member-Doug (DEC-5 min.)

**ED, Officer, and Committee Reports**

9:15 AM

- I. Executive Director's report (including update on drinking water waiver, recycling program, KOOL KIDS, and review of complaints received since 6/14/08) – Neil (FIO–20 min.) **[Pages 4-5]**
- II.
- III. Secretary's report/Correspondence – Barb (FIO–5 min.)
- IV. Treasurer's report – John **[Pages 6-13]**
  - a. Income Statements, Balance Sheet, Cash Flow Statement (DEC–20 min.)
  - b. Reforecast of 2008 budget (quarterly) [divert some funds to capital improvement fund? – from 6/14/08 meeting] – John (FIO-10 min.)
  - c. Stats Charts – Barb (FIO–5 min.) **[Pages 14-17]**

10:15 AM

- V. Committee reports – Each Chair if there is cause (FIO–1 hr. 5 min.)
  - a. Board Development Committee - Dan (5 min.)
  - b. Resource Development Committee, including new mission statement – ?? (FIO/DEC-5 min.)
  - c. Land Management Plan Committee
    1. General Report-Doug (FIO-5 min.)
    2. Fire management plan-Kai (DISC - 15 min.)
    3. Orient Mine Donation Resolution-Doug (DISC/DEC-10 min.) **[Pages 18-19]**

**BREAK – 10 min.**

11:05 AM

- d. Land Action Committee, including Strategic Conservation Plan – Kai (FIO-10 min.)
- e. Investment Committee – John (FIO-5 min.)
- f. Visitor Experience Committee – Dan (FIO-10 min.)
- g. Oil & Gas Drilling-Baca Nat'l. Wildlife Refuge and SLV mineral leases update – Kai (FIO-5 min.)

11:35 AM

- VI. **Unfinished business**

- a. ED Work Plan: Report on work plan split into administration and improvements with “functional absolutes” to be tied to the ED Performance Review – Neil (DISC-20 min.)
- b. Report of progress made on the Objectives and Tasks in Operating Plan submitted to Board (from ED Evaluation Process-previously due at Nov. Board meeting) – Neil (FIO-20 min.)

**12:25 PM Lunch - pot luck** (30 min.)

12:55 PM: Questions/comments from guests – Dan (FIO–5 min.)

- c. VVHS 2009 pricing structure-Dan (DISC/DEC-15 min.)
  - 1. Proposal to alter pricing for single vs. double occupancy in larger accommodations
  - 2. Across-the-board price increase
- d. Online Reservation System-status – Chris/Dan (FIO-5 min.)
- e. Investment Policy, amended and restated [per 6/14/08 approved motion to bring in line with Investment Policy Statement re: Endowment Funds] - John (DEC-5 min.) [**Pages 20-32**]
- f. Ranch lease with Wheelers: **vote to approve** renewal – Doug/Neil (DEC-5 min.) [**Pages 33-40**]

1:30 PM

VII. **New Business**

- a. Retention of auditor for 2008 “review” – John (DISC/DEC-5 min.)
- b. Permanent campground by reservoir for youth programs – John (DISC – 10 min.)
- c. Trail to Bat Cave – name Bonewell-Hayes Trail; signage? – John (DEC – 5 min.)
- d. Committee composition (Bylaws Sec. 3.11) to include: number of board members, chairs limited to board members?, voting rights of staff, mission statement–John (DISC/DEC-15 min.)
- e. Valley View Village donation: present timeline to meet completion of donation for final acceptance by Board at 10/10/09 meeting – Doug/Neil/Kai (DISC – 20 min.)

**BREAK – 10 min.**

2:35 PM

- f. Policy and procedure for complaints received about Board members and officers (#21 on Board Action Items list)-John (DISC/DEC-15 min.)
- g. Policy and procedure for complaints received about anyone/anything *other than* about Board members or officers-Doug (DISC/DEC-15 min.) [**Pages 41-46**]
- h. Credit card encryption and security/ID theft issues in OLT office; Terry to report findings from bank communications about this – John/Terry (DEC -10 min.)

- i. Maintain \$40,000 minimum in operating acct? (review annually – was done in March unnecessarily; keep in fall mtg. for budgeting purposes)-John (DEC-5 min.)
- j. Switch funds previously allocated for the Ranch payments into a capital reserve fund (from 6/14 meeting)- John (DISC- 10 min.)
- k. Personal liability umbrella insurance for volunteers through their individual policies - John (DISC - 10 min.)
- l. Bylaws changes – housekeeping: change annual meeting date from March to July-Doug (DEC-5 min.) **[Page 47]**
- m. Confirm Sun., Dec. 14 visioning session with Scott Rodwin-Dan (DISC-10 min.)
- n. Comments from Rick Williams (FIO-10 min.)

4:05 PM

VIII. **Executive Session**

- a. Report on meeting(s) with landowner(s) about possible land conservation actions – Neil (DISC-5 min.)
- b. Possible BLM land sales of property adjacent to OLT-Neil (DISC-30 min.)
- c. Two land projects – Neil (DISC-15 min.)
- d. Update on Boundary discussions with neighbor – Dan (FIO-5 min.)

5:00 PM

IX. **Announcements**

- a. LTA 2008 National Conference 9/18-21/2008-Pittsburgh
- b. Confirm next meeting date – **Saturday, Dec. 13, 2008 at 9:00 AM** at Seitz residence.
- c. Adjourn regular meeting – **5:05 PM**