

West Pikeland Land Trust

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MEETING MINTUES
FEBRUARY 28, 2008

Attendance: Jim Rowan Curt Grogan Mike Groman
 Suzanne Kaplan Tom Williams Melinda Mercurio
 Ann Orth Bill Cracas Teresa Wood

Darren Groff, Lisa Lacroix (visitors)

1. Minutes of Meeting

Minutes of previous Board of Directors Meeting January 28, 2008 were reviewed and approved. Tom Williams agreed to take minutes of meeting.

2. Financial Report/ Membership Drive

Theresa Wood provided an abbreviated financial report and check detail for the month ending 1/31/08. This short form would be used for monthly updates to the WPLT Board. A more detailed report would be presented quarterly.

Teresa reviewed the current Donor Contribution Summary, dated 2/24/08, indicating total pledges to date of \$6,295.

3. PALTA Land Conservation Conference

Jim Rowan advised that PALTA will be holding their annual Land Conservation Conference at the Desmond in Malvern, April 3-5, 2008. Since the minimum of four WPLT Directors were unable to attend the entire conference and qualify for a discount, Jim encouraged everyone to attend any days or workshops on an a la carte basis. Details on the conference can be reviewed on the Pennsylvania Land Trust's website www.conserveland.org.

4. Committee Reports

Open Space: Curt advised that Mr. Tavangar had extended the agreement with NLT for 120 days. Plan was to revisit with BOS once new ordinance is in place. Also, there was potential interest from Verna Ilacqua regarding her 7.5 acre property at 1887 Art School Road. Curt will follow up with Verna who also expressed interest in becoming WPLT volunteer.

Trails: Curt Grogan advised that the proposed goals, scope and performance measures for this committee did not get reviewed at the February Park and Rec. meeting as they had been overwhelmed with the playing field issue. Bill Cracas indicated trails has been a low priority for Park and Rec. forever and suggested an independent Trail Committee be formed specifically for this task comprised of members from several other organizations within the township, including WPLT, F &P Trust, Parks and Recreation and the Planning Commission. Lisa Lacroix volunteered to chair this committee. Ann Orth volunteered to represent WPLT, since she was familiar with the current trail project on Clover Mill road, which was awaiting DEP permits and the trail projects being undertaken by French & Pickering Trust.

Communication: Melinda Mercurio reported that stationary, business cards and note pads would be available next week. She also handed out flyers for the March 15 event, which had just been received from the printer. The possibility of developing a Bill Richmond calendar was suggested.

Monitoring and Stewardship: Tom Williams reported that he had again been contacted by brokers regarding the sale of the Brenner property and he had provided some clarification of the easement document to the realtor. It was agreed Tom would contact Jeri to get a complete inventory and copies of any conservation easements on Township owned property. Bill Cracas suggested that it would be appropriate for WPLT to monitor these properties as well.

Finance, Development & Grants: Ann Orth advised that she wished to submit a grant request to PaLTA for a Guided Organizational Assessment. The actual assessment was a large organizational undertaking and Suzanne felt that WPLT would not be able to undertake this effort this year with the current workload and volunteer base. Tom Williams made a motion that Anne proceed with the grant application with the understanding that if awarded the grant, WPLT would have at least two years to perform the assessment. The motion passed unanimously.

Education: Mike Groman advised that the Eva Monheim event was scheduled for March 15, 10am-12pm. All Directors were encouraged to attend and arrive around 9am. Flyers were handed out and Directors agreed to assist with distribution.

Strategic Planning: Suzanne indicated that the committee goals and objectives for the current year appeared very ambitious and suggested that committee chairs review and prioritize as low, medium and high for next month's meeting.

Governance and Compliance: Jim Rowan indicated that Sean O'Neill had drafted Bond Referendum Ordinance as well as proposed Ordinance proposing WPLT as agent to Township. Both documents were being reviewed by the Township solicitor. Pending the final form of these agreements, Sean would prepare a revised draft of the Operating Agreement between WPLT and the Township.

General & Administrative: Jim Rowan indicated that the new intranet was converted to Webex and requested directors become familiar with it's operation. He advised that the Trust now has a dedicated telephone number with voicemail/email service (610-879-3734).

5. WPLT - Open Space Advisor Proposal approved by WPT

Jim Rowan advised that the Open Space Advisor proposal was reviewed and unanimously approved at the 2/4 BOS meeting. The BOS had requested the solicitor to review the proposed Ordinance and make a recommendation at a subsequent meeting. The solicitor had questioned if there were ethical conflicts with WPLT being both the holder and advisor as proposed by WPLT. He had submitted to the Pa. Ethics committee for an opinion, which took 21 days to receive a response. This was the hold up on finalizing the proposed Ordinance.

6. WPLT 2008 Committee Plan Summary

Suzanne referenced the final Plan Summary of proposed Committees, Chair and Board Member participants, indicating statement of Scope, Committee members, Resources, Goals, Objectives & Performance measures. As previously discussed, she requested Chairpersons prioritize these activities. Each Chairman was required to prepare a quarterly report to WPLT, which would in turn be presented to WPT to summarize the activities of the Land Trust.

7. Open Space Consultant Proposals

Curt Grogan advised that the BOS had unanimously approved WPLT's recommendation of NLT as the consultant for Phase 2 consulting services to the Open Space Committee at the 2/4 Township meeting. Curt will follow up with NLT on the schedule to complete these activities as soon as the Ordinance has passed and WPLT role has been finalized.

8. Committee selections of Land Trust Volunteer

Jim Rowan passed out a summary sheet of potential volunteers whose names have been proposed by Directors or indicated interest during the membership drive. Some additional names were added and Melinda agreed to update the list and post on intranet. The Committee Chairperson was assigned to contact individuals with appropriate skill/interest in that committee to confirm interest. Tom Williams suggested that each committee chairperson email Melinda a brief paragraph describing the activities of their committee to assist prospective volunteers in directing their interests by the end of the week.

The next regularly scheduled meeting will be on Monday, March 24, 2008 at 7:00 pm at the Township Building.

Respectfully Submitted,
Thomas L. Williams
February 29, 2008

