

West Pikeland Land Trust

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MEETING MINTUES
JANUARY 28, 2008

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

Darren Groff, Lisa Lacroix (visitors)

1. Minutes of Meeting

Minutes of previous Board of Directors Meeting December 13, 2007 were reviewed and approved. It was also agreed to change the date of the May meeting to Tuesday, May 27, due to the conflict with Memorial Day. Tom Williams agreed to take minutes of meeting.

2. 2007 Year end Financial Report - 2008 Budget

Teresa Wood reviewed the WPLT Year end Financial Report for the year end 12/31/07, dated 1/20/08 and Profit & Loss Statement dated 1/23/08 which were previously submitted electronically to Directors for review. Teresa indicated that the balance in the account with NLT at year end was \$33,955.26 and she would endeavor to get at least quarterly updates from NLT on this account.

Teresa reviewed the draft of the 2008 WPLT Budget, dated 1/3/08, including all the proposed Committee Budgets, which had been previously submitted to all Directors for their review and comment. Income budget was \$61,553 vs. expense budget of \$98,238. The +/- \$37,000 deficit would be covered by extinguishing the NLT account balance of approximately \$34,000, with the \$3,000 difference coming from the operating account. The reasoning was that future transactions would be funded from referendum bond proceeds. Tom Williams motioned to approve the 1/3/08 Budget as submitted. Bill Cracas seconded and the 2008 Budget was approved unanimously.

The 2008 income budget included a \$2,500 grant from PALTA, which expired last year. Ann Orth will write to PALTA requesting an extension and written response.

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. Jim encouraged all Directors to attend as WPLT would qualify for a discount if four representatives attended. Anyone interested should contact Jim. Details on the conference can be reviewed on the Pennsylvania Land Trust's website www.conserveland.org.

4. Committee Reports

Jim Rowan asked each Committee Chair to update Committee activities for the past month. The following is a summary of their reports:

Open Space: See item 9. below.

Trails: Curt Grogan advised that he needed to get some clarity regarding the goals for this committee and whether or not this should be a stand alone committee or part of the Open Space committee. Bill Cracas indicated that several other organizations within the township were engaged with trail projects and he suggested that both Parks and Recreation and the Planning Commission should be represented on any trail committee. Ann Orth volunteered to be on this committee, since she was familiar with the current trail project on Clover Mill road and the trail projects being undertaken by French & Pickering Trust.

Communication: No report

Monitoring and Stewardship: Tom Williams reported that he had again been contacted by brokers regarding the sale of the Brenner property. Tom confirmed that Kring easement has been monitored by NLT and Logan was held by the Township, but has not been monitored. It was agreed that WPLT should have a complete inventory of all conserved property, regardless of who holds the easement.

Finance, Development & Grants: Ann Orth advised that the only current grant was that for Floyd Case, forester, for survey of Township property.

Education: Mike Groman advised that the Eva Mondsheim event was re-scheduled for March 15. Mike and Ann Orth will coordinate details.

Strategic Planning: No report

Governance and Compliance: Sean O'Neill was working on final draft of Bond Referendum Ordinance as well as proposed Ordinance proposing WPLT as agent to recommend prospective properties to Township.

General & Administrative: Jim Rowan indicated that the new intranet was on 30 day trial with Webex and requested feedback from directors on it's usefulness. He also advised that a new conference call service was being established for WPLT phone conferences. He advised that the Trust now has a dedicated telephone number with voicemail/email service (610-879-3734). Teresa Wood indicated that a new expense form was available and would be posted on the site. All requests for reimbursement must be made on this form, with accompanying receipts.

5. WPLT Membership/Fundraising Appeal

Teresa reported that the membership/fundraising mailer had resulted in donations of \$5,895 to date. Jim reiterated that an anonymous donor had agreed to match funds up to \$5,000 and that the Township will be petitioned to match donations. Theresa reported that all WPLT Board Members participated. Teresa handed out a potential list of volunteers that had respond to the mailing and expressed their interest in WPLT. Bill Cracas indicated that while the fundraising efforts were encouraging, there was far greater potential within the township and development enhancement should be a priority of the Development Committee.

6. WPLT - Open Space Advisor Proposal to WPT

A draft of the Open Space Advisor proposal had been previously been circulated to all WPLT Directors including a statement of interest, experience, qualifications and approach for this service so the Township could vote to approve WPLT to serve in this capacity. It was agreed to include a copy of the original Ordinance, which supported this function. Suzanne Kaplan motioned to approve the proposal, subject to the minor modifications and edits discussed. Tom Williams seconded the motion which passed unanimously. Melinda agreed to make final edits and email to Sean to bind and submit to WPT by Friday 2/1. The review and approval of this proposal was on the agenda for the 2/4 BOS meeting, which all Directors were encouraged to attend in support of this proposal.

7. WPLT 2008 Committee Plan Summary

Melinda submitted a revised Plan Summary of proposed Committees, Chair and Board Member participants, indicating statement of Scope, Committee members, Resources, Goals, Objectives & Performance measures. These plans had been developed by each Chairperson and will become the basis of operation for WPLT this year. The Plan was reviewed at the meeting and all directors were asked to provide input into the final plan before finalizing. Subject to some minor revisions the plan was accepted.

8. WPLT Role as Easement Holder

Curt Grogan wanted to review the role WPT was prepared to accept as the easement holder for future properties. The discussion was primarily around the responsibilities to create a sufficient endowment and successfully monitor easements acquired with the Open Space proceeds. It was agreed that WPLT should recommend to the BOS that we are prepared to hold any and all appropriate easements and that the recommendation to the WPLT for any acquisition should include sufficient endowment to fund anticipated stewardship and monitoring expenses, whether conducted by the WPLT or contracted to an approved third party.

At this time the Land Trust reconvened in Executive Session to discuss certain non-public information regarding responses to Township's RFP for Open Space Consultants and a possible Open Space fund expenditure requiring the disclosure of a Land Owner name. The audience departed from the meeting.

9. Open Space Consultant Proposals

Curt Grogan reviewed proposals from four consultants responding to the RFP for Phase 2 consulting services to the Open Space Committee. Of the four proposals received, two were deemed fully responsive and after review and further evaluation of the proposals from Thomas Comitta Associates and Natural Lands trust, Suzanne Kaplan motioned to approve recommendation of NLT to BOS for this service, based on their experience, commercial offering and past relationship. This motion passed unanimously and would be presented to the supervisors at the 2/4 Township meeting.

10. Tavangar Parcel Review

Curt Grogan presented review of proposed acquisition of Tavangar property in collaboration with NLT and several other county and local funding sources per NLT Project Fact sheet dated January 2008. The proposed acquisition totaled 22 acres, immediately adjacent to Binky Lee preserve, including a barn. Bill Cracas excused himself due to his possible future deliberation on this property in his capacity as a Supervisor. Prior to deliberation on this property, Sean O'Neill recused himself from deliberations due to a conflict of interest as a tenant in the barn. Prior to departing, Sean requested that the directors regard the farm usage and historic and present community activities as primary considerations in evaluating this opportunity. The equestrian use of the barn would not be viable without the adjacent pasture for grazing horses and this use was prohibited due to the proposed source of funds for this acquisition. After lengthy deliberation, Jim Rowan proposed that WPLT recommend to the Township that this project meets WPLT screening criteria and represents a good value, as the amount requested from WPT to complete the funding was only \$300,000. This motion was seconded by Curt, with all in favor except Ann Orth and two Directors abstained (O'Neill & Cracas). This recommendation would be made to the supervisors at executive session following the 2/4 BOS meeting.

The next regularly scheduled meeting will be on Monday, February 25, 2007 at 7:00 pm at the Township Building.

Respectfully Submitted,
Thomas L. Williams
February 8, 2008