

West Pikeland Land Trust

West Pikeland Land Trust
MEETING MINTUES
JULY 23, 2007

Attendance: Jim Rowan Bill Cracas
 Centa Logan Tom Williams
 Ann Orth Sean O'Neill

OLD BUSINESS

1. Minutes of Meeting

Minutes of previous Board of Directors Meeting June 25, 2007 were reviewed and approved. In the absence of a permanent Secretary, Tom Williams agreed to take minutes from meeting.

2. Financial Report

Centa provided a financial update from the 6/29/07 Bank statement. Jim Rowan advised that Cheryl Green had reconciled WPLT Financial Reports as of December 31, 2006 and has established necessary Quickbook accounts to track WPLT funds. The next task was to consolidate 2007 entries on Quickbooks and train Centa to input current transactions in the Quickbook format. It was agreed that a separate account should be established for any expenditures related to the Open Space Bond referendum for tracking purposes.

3. NLT Accounting

Jim Rowan and Sean O'Neill met with Jack Stefferud to review the status of the NLT/WPLT Agreement Account and again request a more detailed breakdown of time and expenses with appropriate back-up for any monies withdrawn from this account. Jack promised to have a current accounting through 6/30/07 for Jim to present at the September meeting.

4. Tavangar Easement

Ann Orth reported that NLT had received a grant for 50% of the appraised value of the Tavangar property from Chester County for, among other things, administrative expenses, including appraisals, which had previously been reimbursed by WPLT. Another 50% was anticipated from the State DCNR. There was some confusion among WPLT Directors regarding the intent of NLT to subdivide the barn property and ability to lease for agriculture, including boarding horses. It was agreed that Ann would contact NLT and request a copy of Grant proposals for County and State. All Directors agreed that this was a valuable property and WPLT had a stake and should review and make recommendations regarding and potential subdivision of this property.

5. **Open Space Bond Referendum Committee**

Ann reviewed the recent activities of the Open Space Bond Referendum Committee including a draft of proposed criteria, a proposed timeline of key dates, recent mailing and a draft of proposed budget dated 6/28/07. She also indicated that a tentative date for community meetings were September 29 and 30th. Bill Cracus suggested that three examples of the proposed criteria from existing projects should be completed to give voters a better understanding of how projects will be evaluated.

NEW BUSINESS

6. **Governance Committee**

Ann advised that Sarah Armstrong had resigned from the Board and that WPLT was down to eight Directors, whereas the By-laws required 9-11 Directors. Tom Williams was on a one year extension and three other Directors terms expired at year end. It was agreed that the process to add 2-4 Directors should be expedited to nominate these individuals at the September organizational meeting.

7. **WPLT Officers and Committees**

The Governance Committee was also charged with reviewing the WPLT slate of Officers and Committee structure which was due to renew in September also. Jim Rowan, Tom Williams and Sean O'Neill agreed to schedule a conference call to discuss Officers, Committees and new Directors prior to the next meeting. It was agreed by all that WPLT needed a larger volunteer base, more committed Officers and Directors and increased corporate discipline to conduct the business of the Land Trust and maximize potential opportunities.

8. **WPLT Secretary**

Most Directors present expressed a need for a permanent secretary to record minutes, prepare notices and be responsible for filing of WPLT documents. Rotating this responsibility among directors has been an imposition and resulted in inconsistent recording of meeting minutes. Bill Cracus suggested that Ann develop a job description and send a letter to the Township. It was possible that given sufficient interest, the Township could provide some administrative support which could be shared among the various Township committees.

9. **Weekend Brunch**

Bill Cracus suggested that the Land Trust consider hosting a weekend brunch at the Cultural Center sometime in September as a casual way to introduce WPLT and as a Bond Referendum educational event. He agreed to develop a rough budget.

10. Ann advised that there was a grant available which would cover 75% of the expense to prepare an assessment and management plan for all Township land. Ann will obtain a proposal from Floyd Casey, a local forester.

The meeting was adjourned at 9:12 p.m.

It was agreed that due to summer vacation schedules, there would be no August meeting and the next meeting will be on **Monday, September 24, 2007 at 7:00 p.m.**, but an Executive Committee meeting would be held in the interim.

Respectfully Submitted,
Thomas L. Williams
August 7, 2007

