

West Pikeland Land Trust

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MEETING MINTUES
MARCH 24, 2008

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

Lisa Lacroix (visitors)

1. Minutes of Meeting

Minutes of previous Board of Directors Meeting February 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 for the month ending 2/29/08. This short form would be used for monthly updates to the WPLT Board. A more detailed report would be presented quarterly.

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 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: Jim Rowan advised that he and Curt had met with Jeri Diesinger regarding additional at-large appointees for the Open Space advisory Committee. WPLT members of that committee included Jim, Curt, Ann and Teresa. Sean O'Neill was proposed as the representative from the Planning Commission and Darrin Groff from Parks & Rec. Jim was meeting with Historic Commission to review potential candidates, protocol, etc. It was anticipated that these prospects could be contacted to review job description and confirm their ability and interest and a kick off meeting could be scheduled in mid April.

Trails: Lisa Lacroix advised that Parks and Rec. had formed a Trail Committee, which she chairs and she has had good initial interest in potential volunteers. Jim Rowan would contact Chairman of Parks & Rec to review interaction with WPLT, but it was assumed that Lisa could deliver a standing report at WPLT board meetings on the activities of that committee. Lisa was to contact Ed Theracauf from Tom Comitta Associates to obtain a current copy of Trail map.

Communication: Stationary, business cards and note pads, prepared by Melinda were handed out before the meeting.

Monitoring and Stewardship: Tom Williams reported that he had been contacted by potential new owners of the Brenner property and he had provided some clarification of the easement document. Assuming this sale closes, Tom will schedule the monitoring of this property with the new owners and introduce them to WPLT. 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 volunteered to write a duplicate grant similar to the existing \$5,000 grant for the current trail project on Clover Mill Road, which was awaiting DEP permits, for future projects requiring bridge upgrades, designated by the Trail Committee.

Education: Mike Groman reviewed the Eva Monheim event was a great success. Attendance may be enhanced by a dedicated mailing to all residents on future events. Teresa suggested coordinating a plant sale in May, in cooperation with the NLT event at Binky Lee. Teresa would contact NLT and review with Mike Groman if NLT's response was encouraging.

Strategic Planning: Suzanne requested that the committee chairs forward any long range "umbrella issues" to her for incorporation in her Strategic Planning Committee report. She also reminded committee chairs that WPLT's quarterly report was due to the supervisors next month and she would send an email reminder to committee chairs to forward quarterly committee reports by April 7.

Governance and Compliance: Sean O'Neill indicated that the Bond Referendum Ordinance and Ordinance proposing WPLT as agent to Township required Exhibits that included the Open Space Priorities Map, Formal criteria for property selection and WPLT Rules and Regulations. Sean was in the process of compiling this information. Bill Cracas suggested that it would be appropriate to acknowledge the former Board of Supervisors who had protected the Route 113 corridor in the 1970s. Sean would also prepare a revised draft of the Operating Agreement between WPLT and the Township. Sean was going to email a copy of this existing agreement to Jim Rowan for posting on the intranet so that all Board members could review.

General & Administrative: Jim Rowan advised that with the new Open Space Committee members coming on board and the heightened fiduciary relationship and public scrutiny resulting from WPLT's Open Space advisory role, the Executive Committee recommended adopting more formal Guiding principles and a Conflict of Interest Statement. See the summary of this discussion on items 6 and 7 below.

5. WPLT - Open Space Bond Ordinance approved by WPT

Jim Rowan advised that the Open Space Bond Ordinance was approved for advertising and would be considered at the April 7 BOS meeting. Assuming this matter is heard, the Ordinance would become effective in 5 days. Shortly thereafter, it would be appropriate to schedule a meeting with the Open Space Advisory Committee and the BOS. It was assumed these meetings must be conducted under sunshine laws, with public meeting and rules and regulations. Sean will confirm with the solicitor.

6. WPLT Board Member Guiding Principles

Jim Rowan presented a document of discussion items for establishing WPLT Board member guiding principles. There was active discussion relative to this document. The consensus was that this was a necessary document, but the draft wording was too strong. Bill Cracas indicated that more thorough and informed recommendations needed to be presented to the BOS and that sufficient time must be allowed for the Open Space committee to present all the details to WPLT Board before voting a recommendation. He also felt that an appeal process was necessary to allow for new information to be heard. Suzanne volunteered to prepare a revised draft of this agreement considering the input from the discussion. All Board members were encouraged to email her with any subsequent thoughts by Friday, March 28.

7. WPLT Conflict of Interest Statement

Jim Rowan provided a draft of proposed WPLT Conflict of Interest Statement. It was also the recommendation of the Executive Committee that a Conflict of interest Statement be approved by WPLT's Board and executed by all Board and Open Space Advisory Board members. There was agreement that this was an important document and Sean volunteered to research By-Laws and Ordinance to see if they offered some guidance. Ann Orth suggested checking LTA's Standards and Practices for direction and examples. Sean would provide a draft of this document for review once he had done some research and gotten some more feedback from the group. All believed it was important to achieve consensus and adopt both of these documents by resolution prior to presenting to new Open space advisory Committee members.

The next regularly scheduled meeting will be on Monday, April 28, 2008 at 7:00 pm at the Township Building. Andy Johnson of North American Land Trust will attend to discuss partnering opportunities.

Respectfully Submitted,
Thomas L. Williams
March 27, 2008

