



MINUTES

UPPER TRINITY CONSERVATION TRUST MEETING OF THE BOARD OF TRUSTEES

JULY 13, 2011

REGULAR SESSION BOARD MEETING:

1. Call to Order.

The Board of Trustees of the Upper Trinity Conservation Trust convened with President Trent Lewis presiding at 10:45 A.M. on Wednesday, July 13, 2011, in the Conference Room of Upper Trinity Regional Water District at 900 N. Kealy, Lewisville, Texas.

2. Roll Call and Certification of Quorum.

The attendance of the Trustees was taken. A quorum was present for the meeting.

Trustees in Attendance:

Trent Lewis, President	Thomas Muir, Vice President
Janet Aune, Secretary/Treasurer	Shirley Haisler, Place 1
Bruce Arledge, Place 3	Doug Franklin, Place 4
Robert Harpool, Place 5	Ken Dickson, Place 8
Don Hill, Place 9	

Trustees Absent:

None.

Staff & Advisors of Upper Trinity Regional Water District in Attendance:

Thomas E. Taylor, Executive Director
Jason Pierce, Manager / Contract Services
Nancy Tam, Assistant to Executive Director
Brenda Scott, Sr. Executive Secretary

3. Pledge of Allegiance and Invocation.

Trent Lewis led the Pledge of Allegiance and provided the Invocation.

4. Receive Report from Staff concerning on-going activities of the Trust.

- Meeting with City of Dallas. Mr. Taylor updated the Trust on his recent meeting with the City of Dallas Water Utilities. The Dallas officials were impressed with Upper Trinity's watershed protection efforts, and were interested in the Trust's activities. Mr. Taylor discussed the goals and mission of the Trust, as well as the Work Program Guidelines. He invited Dallas to consider active participation in the Trust. Dallas agreed to follow-up at a later time.
- Meeting with Wal-Mart area store managers to discuss District's watershed initiatives. Recently area Wal-Mart store managers visited Upper Trinity to tour the facilities and to see the site of the new Community Vegetable Garden. A small presentation was made about the Trust and future activities to garner interest and financial support for the conservation symposium.
- Update on Lantana easement. The owner's of the Lantana development have indicated an interest in placing a conservation easement on the hike and bike trail within the development. A meeting to discuss the easement will be scheduled soon.
- TWCA Conference Presentation.

On June 15, Jason Pierce attended the Texas Water Conservation Association summer conference and presented a presentation regarding Upper Trinity's watershed protection program and the Trust. The presentation was well received and generated some interests from those who attended.

- Sponsorship of Connemara Conservancy landowner workshop – October 21 in Bonham, TX.

A workshop is scheduled for October 21 in Bonham to inform local landowners (emphasis on ranch and farmland) about the opportunity for, and benefits of, donating a conservation easement on their land. Connemara Conservancy has once again approached UTCT about being a sponsor. Landowners from Fannin County and surrounding areas have been invited to attend the free workshop. UTCT is continuing to build our relationship with Connemara.

- Status of IRS tax-exempt filing

UTCT has not yet received a decision from the IRS. Staff will continue to check with the IRS.

- Established Bank Account for UTCT

The Trust now has a bank account. Discussion held regarding whether the Trust is able to accept donations at this time. Dr. Dickson stated that this is acceptable, but a

disclaimer warning on the receipt must be attached stating the Trust's tax-exempt status is pending.

5. Adopt minutes of May 12, 2011 Board Meeting.

Dr. Janet Aune made a motion to approve the minutes as written. Seconded by Doug Franklin. The vote was unanimous. Motion passed.

6. Consider contract for communication services with Cooksey Communications concerning the development of the Trust's website and proposed brochures.

Colby Walton and Jason Meyer with Cooksey Communications presented a proposal for certain communication services regarding the development of the Trust's website and proposed brochures. The Trustees discussed the importance of managing the project, as well as the costs. The Promotions/Events Committee will be working with staff to review and edit the brochures and website design.

Dr. Ken Dickson made a motion to approve the agreement with Cooksey Communications, Inc. to design the UTCT brochures and website in the amount of \$9,500. Seconded by Dr. Janet Aune. The vote was unanimous. Motion carried.

7. Review year-to-date Trust expenditures, discuss proposed budget for FY2012, and take appropriate action.

Staff presented the Trust's year-to-date expenditures, and provided an estimate of the year-end costs in comparison to the adopted budget. The Trustees reviewed and discussed the financials prepared by Staff.

Staff next presented the Trust's proposed FY 2012 budget, which is slightly higher than the initial Trust budget (FY 2011). Included in the proposed budget are funds to finish the website and brochure; as well as provide funding for hosting the Watershed Partner's breakfast and the proposed conservation development symposium. Due to additional interest from the Trustees to attend the annual Texas Land Trust Council conference, the Trustees requested an increase to the Conference, Travel & Training line item. According to the Trust's bylaws, a proposed budget is due to Upper Trinity Regional Water District by August 1.

President Lewis then led a discussion regarding the Trustee's own financial participation in the Trust. He stated that to gain support and confidence from landowners in donating land and money to the Trust, the Trustees should also have a financial investment. The Trustees agreed to add \$5,000 to the budget as additional revenue from charitable contributions, and increased the Conference, Travel and Training by \$1,500 to allow additional Trustee participation in the annual conference. The additional participation in the conference, as agreed by the Trustees, would be allowed only if charitable contributions were received to pay for said participation.

Thomas Muir made a motion to approve the proposed FY 2012 budget presented by Staff, with the following changes:

1. Additional \$5,000 revenue as charitable donations;

2. Increasing Conference, Travel & Training to \$3,500, with the stipulation as discussed above; and
3. Create a line item "Contribution to Reserve" for the remaining balance of \$3,500.

Seconded by Bob Harpool. The vote was unanimous. Motion passed.

Bruce Arledge left meeting at 12:45 P.M.

8. Discuss plans for proposed Watershed Partner's Networking Breakfast meeting tentatively scheduled for fall.

Staff discussed the proposed Watershed Partner's Networking Breakfast meeting. It was discussed to try to have the event this fall, possibly late October or the first part of November. Staff will work with the Promotions/Event Committee to begin planning for the meeting. No action was taken.

9. Discuss progress concerning activities and goals in the annual Work Program Guidelines.

Staff provided an update on the Trust's current activities. The Trustees reviewed the activities and the Work Program Guidelines to ensure the goals and activities are being met. The Trustees agreed that the Work Program Guidelines are being followed and there was no need for any changes. No action taken.

Don Hill left meeting at 1:05 P.M.

10. Receive report from committees and take appropriate action.

- A. Development Committee
- B. Acquisition Committee
- C. Promotions / Events Committee

No committees met since the last Trustee's meeting (July 13, 2011). However, several of the Trustees discussed potential landowners who might be interested in UTCT and in donating conservation easements. It's anticipated that the Committees may meet prior to the September meeting to continue working on the activities outlined in the Work Program Guidelines (brochures and Partner's breakfast). No action taken.

11. Receive report from Trustees and Staff regarding TPL Greenprinting Implementation Workshop, and regarding the recent Denton County Soil and Water Conservation District work group meeting.

Dr. Aune discussed the meeting she recently attended hosted by the local Natural Resource Conservation Services office and the Denton County Soil & Water Conservation District. The meeting was to receive public comment on determining funding priorities for the various NRCS programs. Staff discussed the final Trust for Public Land Greenprinting Implementation meeting conducted by North Central Texas Council of Governments. The

final meeting was to discuss tools the various entities could use to begin implementing the Greenprinting Project, including the on-line land database.

12. Confirm date, time and location of next meeting September 8, 2011 at 8:30 A.M.
13. Review future agenda items, activities and announcements for future Board Meeting.

None.


14. Visitor Comments.

None.

15. Adjournment.

Trent Lewis made a motion to adjourn the meeting. Seconded by Doug Franklin. The meeting was adjourned at 1:30 P.M.

Recorded By:



Brenda Scott, Asst. Secretary
Upper Trinity Conservation Trust

Certified By:



Dr. Janet Aune, Secretary / Treasurer
Upper Trinity Conservation Trust