



MINUTES

UPPER TRINITY CONSERVATION TRUST MEETING OF THE BOARD OF TRUSTEES

JANUARY 12, 2012

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 8:30 A.M. on Thursday, January 12, 2012, in the Board 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, Place 7, President

Janet Aune, Place 2, Secretary/Treasurer

Doug Franklin, Place 4

Ken Dickson, Place 8

Thomas Muir, Place 6, Vice President

Shirley Haisler, Place 1

Robert Harpool, Place 5

Don Hill, Place 9

Trustees Absent:

Bruce Arledge, Place 3

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

Thomas E. Taylor, Executive Director

Nancy Tam, Assistant to Executive Director

Brenda Scott, Sr. Executive Secretary

Megan McGraw, Watershed Protection Intern

3. Pledge of Allegiance and Invocation.

Trent Lewis led the Pledge of Allegiance. Thomas Muir provided the Invocation.

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

- The Texas Land Trust Council Annual Conference will be held February 22-24 in Austin. Three Trustees and one Staff person will be attending this year's Conference, representing the Trust.

- The Trust's new brochure is complete and copies were distributed to the Trustees.
- Mr. Taylor noted the donations received through December 31, 2011 from the Trustees totaled \$2,250; receipts were mailed prior to December 31. President Lewis thanked Trustees for their support of the Trust.

5. Adopt minutes of November 10, 2011 Trust Board Meeting.

Dr. Janet Aune made a motion to approve the minutes as written. Seconded by Thomas Muir. The votes were unanimous. Motion carried.

6. Discuss progress concerning activities and goals in the Trust's 2011 Annual Work Program.

- President Lewis mentioned he has talked with a property owner with over 1,500 acres of land near Doe Branch, who is interested in watershed protection and land conservation.
- Trustee Franklin mentioned he also has spoken with a landowner in Fannin County who has property adjacent to Baker Creek, within the North Sulphur Watershed. The land is adjacent to property owned by Upper Trinity Regional Water District for the Lake Ralph Hall project. The landowner is an avid bird watcher, and has bird watching events on his property each year. He has indicated a desire to work towards a conservation easement.
- Vice President Muir talked about the Community Foundations of Texas and their involvement with the University of North Texas, and feels this entity could possibly be helpful for the Trust.

7. Discuss and consider approval of proposed Work Program Guidelines for 2012, with any desired changes.

- Trustees reviewed and discussed the proposed 2012 guidelines.
- Dr. Aune suggested the Trust start a mail-out with information regarding the Trust and its mission. Mr. Taylor indicated that a "targeted mail-out" is possible, maybe in the form of a newsletter, but to a specific target audience. The mail-out would fall under Administration, with help from the Acquisitions Committee.

Shirley Haisler made a motion to approve the proposed Work Program Guidelines with the addition of an item for a mail-out of the Trust's information to a specific target audience. Seconded by Trent Lewis. The votes were unanimous. Motion carried.

8. Discuss the recent Watershed Partners Program kick-off breakfast held on November 16, 2011; and, establish a framework for the Partners Program.

- Mr. Taylor reviewed Framework for Watershed Partners Program, and discussed contribution levels for each category.
- President Lewis suggested identifying specific benefits for each partner level. Suggestions included:
 - name on website
 - logos on collateral, advertising

newsletter updates on what's happening

- Staff recommended approval, subject to listing of benefits.

Bob Harpool made a motion to approve Framework for the Partners Program as drafted, subject to listing of benefits for the specific partner levels. Seconded by Janet Aune. Votes were unanimous. Motion carried.

9. With the Promotions Committee, discuss ideas and establish a date for a symposium focusing on "conservation development" to be held this spring.

The Trustees discussed the concepts and ideas for a symposium this spring. Staff will work with the Promotions Committee to establish a date and the program for the symposium.

10. Review status of the Trust's application with the IRS for tax-exempt status, and consider adoption of appropriate guidelines related to donations of conservation easements, development rights or real property.

As part of the approval process, the IRS has requested specific information related to the Trust's conservation easement program. One question pertains to requirements / guidelines under which the Trust will accept donations under the conservation easement program. Further, the IRS has requested a copy of said guidelines that have been adopted by the Board. In order to respond to questions in a timely manner, staff requested the Board approve the guidelines for submission to the IRS and forward to the Acquisition Committee for further review. One modification on page 4 of the guidelines was suggested during the meeting.

Shirley Haisler made a motion to approve the proposed guidelines subject to modification agreed to by staff and final review by the Acquisitions Committee. Seconded by Bob Harpool. The vote was unanimous, motion carried.

11. Receive report from Committees and take appropriate action.

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

Committee reports were provided as part of the agenda items. No additional reports were given.

12. Confirm date, time and location of next meeting.

The next Trust Board meeting will be held on Thursday, March 8, 2012, 8:30 A.M. in the Board Room of District Headquarters.

13. Review agenda items, activities and announcements for future Board Meeting.

- TLTC Conference update.
- Discuss Trustee absenteeism.

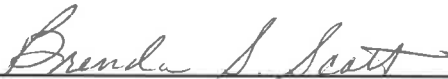
14. Visitor Comments.

None.

15. Adjournment.

Trent Lewis made a motion to adjourn the meeting. Seconded by Doug Franklin. The meeting was adjourned at 9:55 A.M.

Recorded By:


Brenda Scott, Asst. Secretary
Upper Trinity Conservation Trust

Certified By:


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