



# MINUTES

## UPPER TRINITY CONSERVATION TRUST MEETING OF THE BOARD OF TRUSTEES

OCTOBER 11, 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 8:35 AM on Thursday, October 11, 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  
Robert Harpool, Place 5

Thomas Muir, Place 6, Vice President  
Shirley Haisler, Place 1  
Ken Dickson, Place 8

**Trustees Absent:**

Bruce Arledge, Place 3  
Don Hill, Place 9

Doug Franklin, Place 4

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

Jason Pierce, Manager / Watershed & Contract Services  
Nancy Tam, Assistant to Executive Director  
Erin Blackman, Public Information Coordinator  
Brenda Scott, Sr. Executive Secretary

3. Pledge of Allegiance and Invocation.

President Lewis led the Pledge of Allegiance, and provided the Invocation.

4. Consider appointment of Trustee for Place 9 on the Board of Trustees for a three-year term beginning June 1, 2012.

When Trustees were initially appointed to the Board of Upper Trinity Conservation Trust, staggered terms were established. The initial term for Place 9 (Trustee Hill) expired at the end of May 2012. Trustee Hill indicated he prefers not to be reappointed. Place 9 is a direct appointment of the UTCT Board.

At the June meeting, two people were suggested as possible nominees, Richard Rogers and Joe Steadman. However, both individuals declined the nomination due to lack of time.

The Trustees discussed other possible nominees to fill Place 9. Cliff Baker, land owner and developer that built Chimney Rock Estates, a conservation development in Flower Mound, and Tim Beaty or Mary Lynn Beaty of Denton. Dr. Dickson and Vice President Muir agreed to speak with these two individuals regarding their interest in serving on the Trust Board.

More information about these individuals will be presented during the next meeting.

5. Receive report from Staff concerning on-going activities of the Trust.
  - A. The Trust's IRS Application has been approved. All contributions are officially tax deductible. The application process has taken approximately 19 months to receive approval from the IRS.
  - B. The Trust website ([www.utct.org](http://www.utct.org)) is active, and continues to be a work-in-progress. Mr. Pierce provided a briefing on the website showing the different areas of information available.
  - C. The Trust was a Contributing Sponsor (\$1,000) in the Green Fest on the Greenbelt event held on September 22, 2012, to raise awareness about the greenbelt between Lake Ray Roberts and Lake Lewisville. The event was presented by the Greenbelt Alliance. The Trust may, at some point, want to talk with this organization to see if there may be opportunities to partner in the future.
  - D. Mr. Pierce introduced Erin Blackman, a new employee of Upper Trinity, and former employee of the North Central Texas Council of Governments. Erin has extended experience in watershed protection and stormwater management. She has an interest in the Trust, what it is doing, and its vision. Erin was the Project Manager for the Green Printing project with the Trust for Public Lands through NCTCOG. She brings a lot of experience and knowledge to the Trust regarding what we are doing. We welcome her as part of our team.
  - E. Connemara Conservancy will be hosting a fundraising event on December 1 from 5 PM to 7 PM, entitled "Hops for Habitat." Connemara has invited the Trust and offered a couple of free tickets to the event. The evening will include a nice meal as well as a sampling of special hops. Additional tickets are \$50/each.
  - F. Mr. Pierce thanked those that attended the UTRWD'S Members Breakfast in July. The attendance was great, and the event was very successful.

- G. UTRWD is hosting a workshop sponsored by the Texas AgriLife Extension Office regarding stream processes. This 3-day event is an advanced, technical presentation on stream morphology, erosion control and repair. The workshop will be held on November 27 – 29. Staff will be presenting information about the Trust and the watershed protection program. The registration fee is \$150.
- H. At UTRWD's Members Breakfast, Commissioner Bobbie Mitchell invited the Trust to speak to a group of Rotarians at their weekly lunch on August 1, 2012. Trustee Harpool attended and represented the Trust. Information about the Trust, conservation easements and water conservation was presented by staff.

6. Adopt minutes of June 14, 2012 Trust Board Meeting.

**Dr. Janet Aune made a motion to approve the minutes as written. Seconded by Shirley Haisler.** The votes were all Yes. Motion carried.

7. Financial Matters:

- A. Consider approval of invoice from Upper Trinity Regional Water District for reimbursement of prior costs incurred by Trust, and authorize payment thereof.

A copy of the invoice was included in each packet for review. Staff recommends approval.

**Thomas Muir made a motion to approve the invoice for payment. Seconded by Ken Dickson.** The votes were unanimous. Motion carried.

- B. Review year-to-date Trust expenses; discuss proposed budget for FY 2013, and take appropriate action.

Staff presented a proposed FY 2013 budget to the Board for consideration. The proposed budget remains the same as the FY 2012 budget.

Discussion was held regarding a presentation/display board for the Trust. President Lewis briefed the Trustees on the different types of display boards. Staff stated there is sufficient funding in the proposed FY 2013 budget to purchase a presentation board.

Vice President Muir suggested adding a separate budget item for symposium expenses, or increase the meetings line item. Should the Trust host another symposium during FY2013, the budget can be amended to account for the revenue and expenses of the event.

This budget has gone to the District for inclusion in their respective budget, and can be amended at any time if needed. Staff recommended adopting the FY 2013 budget as presented.

**Janet Aune made a motion to approve the proposed FY 2013 budget as presented. Seconded by Thomas Muir.** The vote was unanimous. Motion carried.

8. Regarding Watershed Partners Program:

A. Status report on the Partners Program.

Staff thanked Dr. Janet Aune for her work in promoting this program, and for soliciting contributions from the Town of Copper Canyon, Mayor Tejml and the Svatik family (Council Member) of Copper Canyon. Currently, the Trust has 5 Founding Partners, 5 Sustaining Partners, 5 Contributing Partners and 3 Supporting Partners.

B. Discuss plans for proposed Watershed Partners Breakfast meeting tentatively scheduled for the fall.

The annual Watershed Partners Breakfast has been tentatively scheduled Wednesday, November 14<sup>th</sup>. The meeting will have a similar agenda and schedule as last year - - coffee at 8:00, breakfast at 8:30, and will be finished no later than 9:45 A.M. A brief review of the preliminary agenda and activities were discussed. Invitations will be sent to all Partners, UTRWD Members and Customers and other stakeholders.

9. Discuss progress concerning activities and goals in the Trust's Annual Work Program Guidelines.

- To date, certain activities have been completed, such as gaining tax-exempt status and the Trust's website.
- In partnership with Texas AgriLife, UTRWD is hosting a watershed stewards program - - a 1-day seminar in February 2013. Trustees discussed the possibility of conducting a landowner workshop in cooperation with the Natural Resource Conservation Service office.
- President Lewis suggested having an "annual fun event." It could be a fund raiser / social type event. President Lewis suggested referring this topic to the Promotions / Event Committee for further consideration.

10. Reconsideration of policy regarding attendance of Board Members at regular meetings to the Board of Trustees and take appropriate action (originally adopted March 8, 2012 and discussed July 8, 2012).

This policy was previously adopted in March, which included the ability of a Trustee to participate in Board meetings via telephone or internet conferencing. However, the policy didn't qualify towards establishing a quorum under the Texas Open Meetings Law.

Staff revised the policy to allow Trustees to participate in meetings via telephone or internet connection and be counted in attendance under said policy. However, those Trustees participating via telephone or internet connection may not vote on any agenda items, nor be counted towards a quorum.

**Thomas Muir made a motion to approve the policy as written.** Seconded by Bob Harpool. The votes were unanimous. Motion carried.

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

The next meeting date of the Trust is scheduled for Thursday, December 13.

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

- A. Work Program Guidelines for 2013
- B. Presentation Board
- C. Event calendar

13. Visitor Comments.

None.

14. Adjournment.

**Ken Dickson made a motion to adjourn the meeting at 10:25 AM. Seconded by Janet Aune.** The votes were all ayes. Motion carried.

Recorded By:



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Brenda Scott, Assistant Secretary  
Upper Trinity Conservation Trust

Certified By:



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