

FINAL

MINUTES
VIRGINIA OUTDOORS FOUNDATION (VOF)
BOARD OF TRUSTEES MEETING
WOODBERRY FOREST SCHOOL
ORANGE, VA
June 18, 2014

ATTENDEES:

Board of Trustees

Stephanie Ridder, Chair
Charles Seilheimer
Brent Thompson
Childs Burden
Matt Lohr
Absent: Peter Bance and Elizabeth Obenshain

Other Attendees

Albert Pollard
Fred Fisher, Office of the Attorney General
Nan Mahone, Conservation Partners
Pete Hujik, Piedmont Environmental Council
Sue Bulbakaya, Department of Conservation and Recreation
Rich Mahevich, Office of the Attorney General
Todd Hochrein,
Pete Glubiak, Attorney
Nancy Ambler, Wood Thrush Conservation
Charlie Westbrook, Atoka Conservation Exchange
Lee Sauder, Rockbridge County Resident
Lee Merrill, Rockbridge Area Conservation Council (RACC)

Staff

Brett Glymph, Executive Director
Ruth Babylon, Easement Project Manager
Sherry Buttrick, Assistant Director, Easements
Bobbie Cabibbo, Executive Assistant
Carroll Courtenay, Easement Assistant
Martha Little, Deputy Director, Stewardship
Kristin Ford, Assistant Director, Easements
Leslie Grayson, Deputy Director, Policy & Acquisitions
Kerry Hutcherson, Staff Attorney
Neal Kilgore, Easement Project Manager
Jason McGarvey, Communications and Outreach Manager
Dave Morton, IT/GIS Manager
Philip Reed, Director, Landowner Relations
Amanda Scheps, Owned Lands Manager
Estie Thomas, Easement Project Manager
Jordan Cherry, Legal Intern
Laura Thurman, Easement Project Manager
Bruce Stewart, Staff Attorney
Tamara Vance, Deputy Director, Easements

The meeting was called to order at 10:10 am by Steph Ridder.

PUBLIC COMMENTS

Brett Glymph announced that VOF will accept comments via email up to 72 hours before a board meeting. Those comments will be distributed to the Board of Trustees and included in the permanent record. This is to allow those who cannot attend meetings to comment.

Lee Sauder – Rockbridge Resident – Mr. Sauder provided a written copy of his remarks concerning House Mountain and RACC. These comments are part of the permanent record.

Public Comments closed at 10:20 am

APPROVAL OF THE ORDER OF BUSINESS

Changes to agenda:

1. Dinger proposal will be deferred until September
2. Added to the PTF Agenda is a request for additional money for Kirby project
3. Added to the PTF Agenda is the Emory project
4. Vassar project is deferred until September
5. Moved the Debusk project the top of Land Conservation Project Agenda

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Motion made by Charlie Seilheimer to approve changes to the Order of Business as noted above; motion seconded by Childs Burden and passed unanimously.

APPROVAL OF MINUTES

Mr. Seilheimer had the following changes:

In the first paragraph, add: **the** to VOF mission and add “and accomplishments.”

Public Comments:

- a) Remove citation for VA Code not considering dogs agricultural.
- b) Add enterprise to the sentence containing “for profit”
- c) Add the word THE to “on file with permanent record”
- d) Include project title to which Tom Marable spoke
- e) Change the word road to right of way in the sentence surrounding wet lands.
- f) Add HE CLAIMED to “Many citizens are in disbelief that...”
- g) Change Pete Dunning’s remark from “associated with VOF” to “an advocate of VOF”.

Executive Director Report section

- a) Change “She encourages” to “Brett encouraged”.

Policy

- b) Clean up the last sentence in Brent Thompson’s first remark
- c) In Childs Burden’s remarks, insert the word “speakers” to identify who was unanimous.

Correct all *Clark County* to *Clarke County*.

Motion made by Childs Burden to approve the minutes with changes noted above; motion seconded by Charlie Seilheimer and passed unanimously.

EXECUTIVE DIRECTOR’S REPORT

VOF’s base appropriation has remained intact for FY15 and FY16

VOF will have \$250,000 available each year for PTF

There are 3 proposals for pipelines in Virginia EQT, Dominion and Spectra. VOF is sending a request to all for more information. VOF intends to do our best to protect conservation values.

The newly signed Chesapeake Bay Act call for protection of 2 million new acres over the next 15 years.

DEPUTY DIRECTOR REPORTS

Tamara Vance – Tamara presented a short primer on decoding the slang of purchase and development language. The written report distributed to the Trustees is part of the permanent record.

Martha Little – Stewardship – Martha highlighted the White’s Ford Regional Park project which began with a traditional farm easement and that NVRPA was interested in converting to a park. VOF stewardship staff worked with the parties and it is now a fabulous public resource for the area.

OWNED LANDS REPORT

Leslie Grayson – Policy & Acquisitions – Leslie reviewed the Owned Lands Report in the board book.

She also reported that both she and Amanda Scheps were interviewed by the Roanoke Times for an article about House Mountain and then provided an update on the status of discussions with Rockbridge Area Conservation Council (RACC) regarding the management of House Mountain.

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Charlie Seilheimer shared his concerns:

1. that VOF could come under fire for being too relaxed about our ownership of House Mountain
2. Perhaps we should formalize our right of way to the mountain access.
3. IF we put permanent protection on House Mountain, could we sell it?

Leslie responded that House Mountain is a prominent and beloved landmark mountain property for the community and there could be significant criticism if VOF were to transfer it, including the public expectation for the highest standard of stewardship as well as access.

Charlie clarified his question asking if we could form a group to find a philanthropic conservation buyer to purchase House Mountain then put an easement on it and keep it open to the public or could we transfer it to DCR (state parks)?

LANDOWNER RELATIONS DIRECTOR'S REPORT

Philip Reed reported on our first landowner event on June 15 at Locust Grove.

Brent Thompson left the room.

BUDGET FY15 AND RESOLUTION

Motion made by Charlie Seilheimer to approve Budget for FY15 Resolution as presented; motion seconded by Childs Burden and passed unanimously. (See ATTACHMENT A)

PRESERVATION TRUST FUND LAND CONSERVATION PROJECTS

The anticipated amount of dollars for FY15 and FY16 for this fund is \$250,000 each year.

Easement - Douglas and Tonya Armstrong - Smyth County - 132 +/- acres – Amend easement to count the cabin is a dwelling (which cannot exceed 1000 ft.) allowing for a total of 4 dwellings with the aggregate remaining at 10,000 sq. feet. Motion made by Childs Burden to approve easement as amended, awarding \$12,500 of PTF money that included money for a survey; motion seconded by Matt Lohr and passed unanimously.

Easement - Jeffrey and Dianne Dinger - Giles County - 162.099 acres – DEFERRED

Easement - Donald L. Helms - Botetourt County - 51.157 acres – Motion made by Childs Burden to approve easement as presented awarding \$4,700 in PTF money; motion seconded by Charlie Seilheimer and passed unanimously.

Easement - Dewayne and Kimberly Kimberlin - Smyth County - 99.07 acres – Motion made by Childs Burden to approve easement as presented and award \$10,000 of PTF money; motion seconded by Matt Lohr and passed unanimously.

Brent Thompson returned to the room.

Easement - Patrick - Campbell County - 739.5 acres – Amend easement to allow for an **additional 25'** for Public Infrastructure Expansion (PIE) as request by the Planning Director for Campbell County. Motion made by Charlie Seilheimer to approve easement as amended and award \$10,000 in PTF money; motion seconded by Matt Lohr and passed unanimously.

Easement - Gregory Wayne Waddle - Smyth County - 137.8 acres – Motion made by Childs Burden to approve easement as presented and award \$5,500 of PTF money; motion seconded by Charlie Seilheimer and passed unanimously.

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Easement - Gregory Wayne Waddle - Washington County - 515.19 acres – Amend easement to add PIE along Route 608/Friendship Road. Motion made by Charlie Seilheimer to approve easement as amended and award \$5,500 in PTF money; motion seconded by Childs Burden and passed unanimously.

Added to Agenda: Reconsideration for Funds - KIRBY – 94.56 acres in Grayson County – Motion made by Matt Lohr to approve additional \$2,000 of PTF money to be used for a survey; motion seconded by Charlie Seilheimer and passed unanimously. This award is in addition to the \$6,500 approved at the April 2014 meeting.

NRCS ACEP-ALE LAND CONSERVATION PROJECTS (FORMERLY KNOWN AS FRPP)

Easement - Cleveland Beam – Rockingham County - 171.043 acres - Motion made by Brent Thompson to approve easement as presented and award \$74,275 in PTF money; motion seconded by Matt Lohr and passed unanimously.

Easement - Steve and Charlie Smith – Washington County - 570+/- acres - Motion made by Matt Lohr to approve easement as presented and award \$149,625 of PTF money; motion seconded by Childs Burden and passed unanimously.

Added to Agenda: Reconsideration for additional PTF money - Emory - Richmond County - Motion made by Matt Lohr to approve \$21,000 of addition funding for closing costs and survey in addition to the money awarded in October 2013; motion seconded by Charlie Seilheimer and passed unanimously.

LAND CONSERVATION PROJECTS

Easement - John (son) & Patricia DeBusk (daughter - in - law) and John and Frances DeBusk (parents) - Bland County - 254.434 acres Amend easement to add cabin as a dwelling. Motion made by Matt Lohr to approve easement as amended; motion seconded by Charlie Seilheimer and passed unanimously.

Recessed for lunch at 12:00 pm and at 1:10 pm returned from lunch

Easement - John T. and Betty W. Morris “Creeklane Farms” - Amelia County - 484.498 acres – Motion made by Charlie Seilheimer to approve easement as presented; motion seconded by Childs Burden and passed unanimously.

Easement - Oakland Baptist Church - Dinwiddie County – 85 acres – Motion made by Childs Burden to approve easement as presented; motion seconded by Matt Lohr and passed unanimously.

Easement - Pembleton Forest Products, Inc “Porter Tract” – Amelia County - 77.1 acres – Motion made by Matt Lohr to approve easement as presented; motion seconded by Childs Burden and passed unanimously.

Easement - Kalowood, LLC - Fauquier County - 70.57 acres – Motion made by Childs Burden to approve easement as presented; motion seconded by Charlie Seilheimer and passed unanimously.

Amendment - Town Creek Land Corporation - Henry & Franklin Counties - 597.85 +/- NOTE: Title has been resolved and dwelling aggregate is a soft cap with the ability to obtain permission to exceed. Amend easement to require that set back apply to both roads, and to permit mowing in the buffer. Motion made by Childs Burden to approve easement as amended; motion seconded by Charlie Seilheimer and passed unanimously.

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Easement - H. William Ferguson - Bedford County - 48.94 acres – Motion made by Childs Burden to approve easement as presented; motion seconded by Matt Lohr and passed unanimously.

Easement - Billy G. Frost - Carroll County - 119.0791 acres – Motion made by Childs Burden to approve easement as presented; motion seconded by Matt Lohr and passed unanimously.

Easement - Billy G. Frost – Carroll County - 113.198 acres – Motion made by Matt Lohr to approve easement allowing for changes to the Natural Heritage paragraph as needed or complete removal if not needed; motion seconded by Charlie Seilheimer and passed unanimously.

Easement - Matthew D. and Rachel C. Hagan - Floyd County - 103.56 acres – Motion made by Childs Burden allowing to approve easement allowing for changes to the Natural Heritage paragraph as needed or complete removal if not needed; motion seconded by Matt Lohr and passed unanimously.

Easement - James W. and Stephanie M. Shortt – Floyd County - 162.976 acres – Motion made by Charlie Seilheimer to approve easement as presented; motion seconded by Childs Burden and passed unanimously.

Easement - Fried, LLC - Albemarle County - 501.43 acres – Motion made by Childs Burden to approve easement as presented; motion seconded by Charlie Seilheimer and passed unanimously.

Easement - Green Springs Timber, LLC – Fluvanna County - 664.84 acres – Motion made by Charlie Seilheimer to approve easement as presented; motion seconded by Childs Burden and passed unanimously.

Brent Thompson left the room.

Easement - New Orleans Terminal Company, LLC, Charles W. Moorman, sole Member and Manager – Albemarle County - 31.54 acres – NOTE: The landowner's attorney believes there may be a small sliver of the property located on the east side of Route 20, a remnant from past road widening. PIE language should acknowledge this possibility and include the entire portion of the property (should there be any) on the east side of Route 20. Motion made by Charlie Seilheimer to approve easement with PIE should it be necessary in accordance with note above; motion seconded by Matt Lohr and approved unanimously.

Brent Thompson returned to room

Easement - Pearson, H. Curtis, Jr. and Pearson Construction, Inc. - Buckingham County - 824 +/- acres - NOTE: Name is Pearson Constructions vs. Curtis Construction as it appears in board book. Motion made by Childs Burden to approve easement as presented; motion seconded by Brent Thompson and passed unanimously.

Easement - Lealon M. Vassar and Brenda N. Vassar and L. Gregory Vassar and Cheryl F. Vassar - Charlotte County - 3405.9 +/- acres - DEFFERED

Easement - Holter - Botetourt County - 47 +/- acres – NOTE: A new map was distributed because a new survey shows a slight difference in the boundary that does not affect the acreage. Copy of the map is included with permanent record. Motion made by Childs Burden to approve easement as presented; motion seconded by Charlie Seilheimer and passed unanimously.

Easement - John H. and Abigail A. Lipscomb - Botetourt County - 144.8885 acres – Motion made by Matt Lohr to approve easement as presented; motion seconded by Childs Burden and passed unanimously.

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Easement - James and Hunter McCoy - Rockbridge County - 120.64 acres - Motion made by Childs Burden to approve easement as presented; motion seconded by Charlie Seilheimer and passed unanimously.

Easement - James and Teresa McCoy - Rockbridge County - 57.84 acres - Motion made by Matt Lohr to approve easement as presented; motion seconded by Brent Thompson and passed unanimously.

Easement - Clyde E. McDaniel – Page County - 50.607 acres - Motion made by Matt Lohr to approve easement as presented; motion seconded by Brent Thompson and passed unanimously.

Easement - Kermit A. and Martha H. Rockett - Rockbridge County – 180 acres - Motion made by Childs Burden to approve easement as presented; motion seconded by Charlie Seilheimer and passed unanimously.

Easement - David H. and Nancy K. Bass portion of Anchorage Farm - Albemarle County- 522 +/- acres – Motion made by to Childs Burden to approve easement with the sliver of land included or not included; motion seconded by Stephanie Ridder and passed unanimously.

Easement - John T. W. & Anne R. Hawkins – Albemarle County - 26.15 acres – Motion made by Childs Burden to approve easement allowing an exception to the buffer and to allow an apartment in an existing building not to exceed 750 square feet; motion seconded by Steph Ridder and passed unanimously.

Amendment - William von Raab - Madison County - 21.531 acres – Motion made by Charlie Seilheimer to approve easement as presented; motion seconded by Matt Lohr and passed unanimously.

Easement - Hermitage Foundation - City of Norfolk – 16 acres – Amend easement:

1. The public access provision is indicated by the map presented at the board meeting (included in the board book) showing approx 70% of the property as public access.
2. Change public access paragraph to assure some parking is part of pedestrian public access.
3. Add “public” to modify “recreational” in Activities Section, Section I.
4. Allow the legal description to be modified.
5. Need flexibility to react to VLCF requests, including historic language that would have to be more restrictive.
6. Collective footprint paragraph will be modified to take out some of the structure specificity.
7. Allow a slight revision to forestry language “for other permitted structures”.
8. Allow minor changes to the area for public access when boundaries are refined and GPS points are taken.

Motion made by Charlie Seilheimer to approve easement as amended above; motion seconded by Stephanie Ridder and passed unanimously.

Meeting adjourned.

RESOLUTION

A RESOLUTION BY THE VIRGINIA OUTDOORS FOUNDATION (VOF) BOARD OF TRUSTEES TO ADOPT THE VOF FISCAL YEAR (FY) 2015 BUDGET

WHEREAS, the fiscal year for the Virginia Outdoors Foundation (VOF) is 1 July through 30 June; and

WHEREAS, a fiscal year Budget is developed and adopted to provide planning and program guidance to the VOF Board of Trustees and the VOF Management Team; and

WHEREAS, Budget calculations are developed from the best available information before the commencement of a new fiscal year; and

WHEREAS, line items in the budget are for planning and program allocation purposes and actual expenditures may vary from adopted Budget projections as long as total expenses do not exceed available resources; and

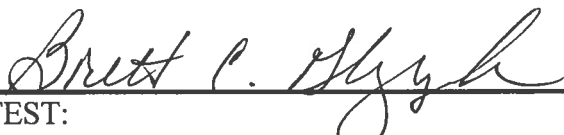
WHEREAS, the Executive Director, in consultation with other members of the VOF Management Team and the Finance and Personnel Committee, has prepared and submitted a Proposed Budget for Fiscal Year 2015; now, therefore, be it

RESOLVED by the Virginia Outdoors Foundation Board of Trustees this 18th day of June 2014, That the VOF Budget for Fiscal Year 2015 be, and is hereby, adopted as follows:

Virginia Outdoors Foundation					
GENERAL OPERATING BUDGET					
<i>unaudited</i>					
	Approved Budget for FY14	Estimated End of Year-FY14	% Change:	Proposed Budget for FY15	% Change:
Income					
4000 Program Specific Revenue	0	14,944	100%	0	-
4100 Unrestricted Contributions & Grants	55,000	44,000	-20%	45,000	2%
4110 General Fund Appropriations	1,752,750	1,752,750	0%	1,752,750	0%
4120 Investment Earnings	1,500	1,675	12%	1,500	-10%
4200 Recordation Fees	650,000	525,000	-19%	625,000	19%
4220 Cost Recoveries	7,400	27,200	268%	8,000	-71%
4230 LPC Transfer Fees	625,000	625,000	0%	625,000	0%
Esmt Defense Fund Allocation		58,000		70,000	21%

Priority Spending Approved & Spent			45,883			
Total Income	3,091,650		3,094,452		3,127,250	
Total Income	3,091,650		3,094,452	0.1%	3,127,250	1%
Expenses						
5100 Personal Services	2,473,880		2,508,800	1%	2,551,000	1.7%
5300 Professional Services	105,000		82,800	-21%	100,000	21%
5400 IT Goods and Services	182,250		177,200	-3%	151,350	-15%
5500 General Services	35,450		35,000	-1%	40,800	17%
5520 Telephone	53,500		44,000	-18%	48,400	10%
5530 Insurance	4,500		4,200	-7%	5,550	32%
5540 Office Costs	147,200		137,500	-7%	120,650	-12%
5550 Travel Expenses	34,700		31,300	-10%	38,500	23%
5560 Training and Development	12,500		15,000	20%	15,000	0%
5570 Outreach/Education	1,500		4,000	167%	5,000	25%
5575 Fundraising/Development	10,000		11,500	15%	20,000	74%
5600 Supplies & Materials	31,170		30,000	-4%	31,000	3%
6000 Restricted Grant Expense	31,170		12,638	-59%	0	100%
Total Expenses	3,091,650		3,093,938		3,127,250	1%
Capital Purchase-Vehicle			0			
Net Operating Income	0.00		513.50		0.00	
Priority Spending Set Aside less Spending in FY13 and FY14			400,000			
net			-101,768			
			298,232			
Defense Fund Balance:			1,612,877			

ADOPTED by a vote of 5 for and 0 against



ATTEST:
Brett C. Glymph, Executive Director