



Delaware Highlands Conservancy

... a land trust working with landowners to conserve the natural and cultural heritage of the Upper Delaware River region.

Annual General Meeting Minutes
at the Boiler Room at the Hawley Silk Mill
Hawley, PA
Saturday, October 14, 2017 at 10:00 a.m.

Members Present: Karen Lutz, John Ross, Michael Cann, Keith Fitzpatrick, Linda Gearhart, Meg McGuire, Mary Sue Price, Jeffrey Moore, Eric Davis, Grant Genzlinger, Scott VanGorder

Staff Present: Diane Rosencrance, Bethany Keene

Order

Karen Lutz called the meeting to order and thanked everyone for joining us this morning.

Governance

Grant reported that 84 proxies were received, meaning over 10% of the membership were present, establishing quorum.

Minutes

Motion made by John and seconded by Jeff to approve the minutes from the 2016 Annual General Meeting; motion carried unanimously.

Vote to Elect Directors

Karen noted that Keith is stepping down from the board and thanked him for the insight, guidance, and expertise that he brought during his tenure. The board also thanked Keith for remaining on the Land Protection Committee. Keith stated that he looks forward to continuing to work with the Conservancy.

Grant reported that the annual slate for nomination of directors includes Mary Sue Price for a second term and John Ross for a third term, both beginning on October 17th. Motion made by Grant and seconded by Jeff to accept the ballot as outlined on the proxies distributed and reviewed by Grant. Motion carried by those in attendance as well as those present by proxy by electing the following individuals to the Conservancy's Board of Directors:

- Mary Sue Price (for second term beginning Oct. '17)
- John Ross (for third term beginning Oct. '17)

The full list of directors is as follows:

<i>Board Member</i>	<i>1st Term Begins</i>	<i>2nd Term Begins</i>	<i>3rd Term Begins</i>	<i>3rd Term Expires</i>
Greg Belcamino	Oct-09	Oct-12	Oct-15	Oct-18
John Ross	Oct-12	Oct-14	Oct-17	Oct-20

Jeffrey Moore	Oct-12	Oct-15	Oct-18	Oct-21
Scott VanGorder	Oct-12	Oct-15	Oct-18	Oct-21
Grant Genzlinger	Oct-13	Oct-16	Oct-19	Oct-22
Karen Lutz	Oct-13	Oct-16	Oct-19	Oct-22
Mary Sue Price	Oct-14	Oct-17	Oct-20	Oct-23
Michael Cann	Oct-16	Oct-19	Oct-22	Oct-25
Katherine Hayes	Oct-16	Oct-19	Oct-22	Oct-25
Douglas Hayes	Oct-16	Oct-19	Oct-22	Oct-25

Year in Review

Karen recognized Diane's first year as Executive Director, which she noted has been an extraordinary year with a lot of accomplishments. The board recognized Diane for rising to the occasion as Executive Director with enthusiasm and a willingness to learn, as well as excellent land protection experience. Karen also noted that earlier this year, we received renewal of our accreditation, completed smoothly with no surprises.

Diane then provided the year in review report:

Board & Committees

- We are fortunate to have 11 highly engaged members of our Board of Directors. Last October we welcomed three new board members: Doug Hayes, Kate Hayes, and Michael Cann.
- We added three new committee/liaison positions: Doug Hayes as our William Penn DRWI Board Liaison; Kate Hayes as our Board Liaison position for the recently formed outreach and events team; Denise Frangipane as our Education Committee Chair
- We held our annual Board Strategy Session in September where conversation about what we have accomplished, accomplishments anticipated for 2018, and brainstorming about our future, including our 25th anniversary in 2019.

Staff

- We have an absolutely amazing staff who has gone through so many changes in the past year and we have truly grown together
 - Amanda has taken on the role of Conservation Programs Team Lead
 - Bethany has taken on the role of Outreach and Development Team Lead
 - Both filling the need as the primary supervisors of their staff team
 - This is a new role to both of them and one that they have excelled at
 - Jason, our Outreach and GIS Coordinator, celebrated one year with the Conservancy in June.
 - Susan, our Land Protection Coordinator, celebrated one year with the Conservancy in July.
 - I celebrated my one year anniversary with the Conservancy in September.
 - In January, we hired Cindy Taylor as our Stewardship Associate and Avery Siler for our new position of Land Protection Associate

Conservation Programs

- In December 2016, we closed on three conservation easements
- We have been actively working on multiple conservation land transactions and expect one to close by year-end
- Under a contract agreement with the Pinchot Institute, staff have provided landowners and partner organizations with educational outreach and assistance in applying to the USDA

Natural Resource Conservation Services programs for forest management plans and practices.

- We have had a successful year of conservation easement monitoring—connecting to and engaging with more landowners during the property visits

Outreach & Events

- Our outreach is growing with our mailing list including more than 6,500 contacts & more than 2,400 Facebook followers
- The Fall issue of the Highlands Journal is being mailed to more than 5,000 people and emailed to an additional 2,800 people
- The annual picnic was our most successful to date with more than 100 guests in attendance
- Jason is working on becoming a certified AMC-DV hike leader which should be completed by the end of October.
- Staff have led hikes, staffed booths, spoken at multiple events, participated in the Delaware River Sojourn, and, led by Kate Hayes, entered our first float in the Hawley Memorial Day parade.
- All staff attended the 1st Scenic Wild Delaware River Geotourism Conference hosted in late September at Woodloch, where the Conservancy was highlighted as a key partner and we were front and center as a moderator for a plenary session
- Bethany and Jason will be giving presentations about our Clear Choices, Clean Water, Eagle Program, and Sullivan Trail Keeper initiatives at the Coalition for the Delaware River Watershed conference on Oct 17&18 at Skytop Lodge.

Development

- The Foods of the Delaware Highlands Dinner held at Silver Birches was very successful once again
- Our River Club event, for our \$2,500 plus donors, was held at the Forest Lake Club on October 1st. It was wonderful to connect with our donors at such a lovely place.
- We have added three hospitality partners to our Green Lodging Program
- The Development Committee is working on developing our next comprehensive work plan
- We have initiated a fundraiser to add to the Barbara Yeaman Scholarship Fund. We have raised \$3,000 to date.
- Our Fall (2017-2018) and Summer appeal have surpassed our goals
- We have raised more than \$80,300 to date in 2017

Admin/Grants

- Received the renewal of our accreditation from the Land Trust Alliance in February 2017
- Personnel Policy was extensively revised. We are working through the final details of the Wm Penn Foundation DRWI grant for the next three years beginning in February 2018. The grant will continue to fund staff to work on conservation easements, landowner outreach, communications, and events in the Pocono-Kittatinny cluster.
- We received a grant from the Upper Delaware Scenic Byway to purchase materials to hold seed ball making activities at our booth events this year. They included seeds of plants for butterfly habitat, particularly milkweed that monarch butterfly larvae need to feed on.
- We received additional grant funding from the USDA Forest Service to continue our Forest Landowner education events, which includes Women and Their Woods.
- We have received grant funding for our Eagle Programs from the American Eagle Foundation

Financial Overview

Accountant Eric Davis provided the summary of the organization's financial results and noted that there have been no issues with our audits. Eric noted that grant income and land protection have both grown exponentially, whereas a slight drop in individual contributions in 2016 can likely be explained by increased support of the annual gala dinner. Eric also highlighted the \$70,000 in income from the Green Lodging Program, and noted that investment income has doubled since its original investment and revenues grew almost \$100,000 over the course of the year, which is excellent.

Eric reported that expenses have grown as well for personnel, in addition to increased programming, activities, and land protection projects. Karen clarified that our net increase in number of employees was just one person, even though we hired a number of new staff in 2016. The end result is that we showed a profit of \$130,000 for 2016, which speaks to the support that community has for the organization.

Eric also reported that total assets are nearly \$1.7 million, and they are very liquid. He also noted that we have had a very strong growth, as assets in 2003 were approximately \$110,000. Karen added that because our business model is to protect properties in perpetuity, our approach is to build our assets to ensure that the protection is ongoing. Eric concluded that the organization is very healthy financially, the books are clean and the financial management and reporting is good, which is commendable.

Looking Ahead – Diane Rosencrance

Diane provided this report:

Board & Committees

- Thank you to Keith Fitzpatrick for his more than 5 years of service to the Board beginning in June 2012. We are happy that he will remain a member of our Land Protection Committee
- Thank you to Michael Cann, who will be the new chair of the Land Protection Committee
- Thank you to Doug Hayes, who is joining the Personnel Committee and accepting the position of Assistant Treasurer.
- Thank you to the entire Board of Directors for your continued dedication to the Conservancy and our mission.

Staff

- We have a fantastic team and I am looking forward to our continued successes as we grow together.

Conservation Programs

- We are in active conversations with seven landowners to place conservation easements on their properties
- We are on target to close on 1 in 2017 and anticipate closing on 5-6 in 2018
- We have an agreement with NYDEC to transfer the Long Eddy Property to them. The transfer is expected to be completed by early 2018, if not by the end of this year. This will result in a new river access on the NY side of the Delaware.

Outreach & Events

- We are working on developing the 2018 calendar of events. The intention is to develop a series of events to connect with more people. This includes expansion of our eagle programs, nature walks, landowner education, and participating at festivals and partner-led events.
- In 2018, the Conservancy is a day planner for the Delaware River Sojourn. This will assist us in increasing our reach to those who care about the river and recreate on it.

Development

- The date has been set for the 2018 Foods of the Delaware Highlands for Saturday April 28th, again at Silver Birches Waterfront.
- A new ad hoc committee for our 25th Anniversary (2019) is being formed to begin planning. Board members, Kate Hayes and Mary Sue Price have volunteered for the ad hoc committee.

Admin/Grants

- Staff continues to identify and apply for grants that will assist us in fulfilling our mission
- We will be updating some policies, procedures, and guidelines as we look to the future and our next renewal cycle for accreditation in 2021.

Mary Sue reiterated our thanks to our members, because their support is what is helping us move forward. Karen also thanked all the board members for their effort to coordinate between the staff, board, and community.

Adjournment

Karen adjourned the annual general meeting for 2017.

Respectfully submitted,

Bethany Keene