



**MINUTES**  
Board of Trustees Meeting  
St. Margaret's School – Tappahannock  
June 1, 2023

**ATTENDANCE**

**Trustees:**

Sissy Crowther, Chair  
Viola Baskerville  
Eleanor Brown  
Elizabeth Copeland  
Tack Richardson (virtually @ 12:30 p.m.)

**Absent:**

Ali Afonja  
Elsie Smith

**Staff:**

Brett Glymph, Executive Director  
Leslie Grayson, Deputy Director  
Martha Little, Deputy Director  
Anna Chisholm, Deputy Director  
Bobbie Cabibbo, Executive Assistant  
Nathan Burrell, Director of Community  
Conservation and Government Relations  
Kathy Combs, Finance Manager  
Dave Morton, IT Manager

**Other Attendees:**

Ellen Shepherd, Virginia United Land Trusts Vault  
Lisa Beaver  
Kim Biasioli, Piedmont Environment Council  
Stephanie Tallon, Farm Bureau  
Mary Carson Stiff, Wetlands Watch  
Natasha Skelton, The Conservation Fund

The chair opened the meeting at 11:03 a.m.

**Approval of the Order of Business**

Motion made by Eleanor Brown to approve the order of business; motion seconded by Viola Baskerville and passed unanimously. It was noted that there may be timing issues with those remoting into the meeting so flexibility may be needed.

**Public Comments**

None were offered.

**Approval of Minutes**

Motion made by Eleanor Brown to approve the March 16, 2023, Board of Trustees Meeting Draft Minutes as presented; motion seconded by Viola Baskerville and passed unanimously.

**Director's Report**

Brett reported:

- that the Preservation Trust Fund (PTF) statute has changed as of July 1 2023 – Private land trusts and localities will be able to use PTF as a source of funding for cost only projects.
- that the LTA Rally is in Portland Oregon this year and encouraged trustees interested in going let us know.

- that the VaULT Conference in Harrison, had approximately 300 attendees who participated in education and networking seminars, including a CLE that Brett and 2 other attorneys presented.
- that at the VaULT conference a celebration, led by Senator Hanger, of 1,000,000 acres under protection since the Land Preservation Tax Credit was instituted in 2000.
- there will be significant turnover in the legislature due to retirements.
- that at the Environment Virginia Symposium (EVS), VOF along with partners, was a recipient of the Governor’s Gold Level Award of Environmental Excellence for the Blackwater Park Grant Project.
- that during that EVS, a field trip led by VOF staff, to House Mountain was the only trip offered.

During this time Ellen Shepherd from VaULT, thanked the trustees for the capacity building grant from VOF that has helped Virginia’s private land trusts.

During this time Pulaski County High School who received a \$25,000 GO Grant in 2021, gave a presentation on the Sensory Trail progress. The presentation was led by Carly Pavan-Ballard, the Agricultural Science Teacher at Pulaski County High School and narrated by students December Ward, Judy Sawyer and Lindsey Morgan.

**Owned Lands Report and Resolution**

This report was moved up in the agenda to allow full board participation on the Strategic Plan topic. Leslie Grayson reviewed the report included in the meeting materials. Map displayed is on file with the permanent of this record.

Motion made by Eleanor Brown to pass the *Resolution to Accept Gifts of Land Connecting the North and South Sections of Bull Run Preserve*; motion seconded by Viola Baskerville and passed unanimously. (See Attachment A)

**Resolution Authorizing Amendment of Easements to Include “Safe Harbor” Language**

Motion made by Eleanor Brown to approve the *Resolution Authorizing Amendment of Easements to Include “Safe Harbor” Language*; motion seconded by Elizabeth Copeland and passed unanimously. (See Attachment B)

**Strategic Plan 2023-2028 Adoption**

Motion made by Eleanor Brown to add Conserve Virginia to the Measures and approve the Strategic Plan with that addition; motion seconded by Elizabeth Copeland and passed unanimously. (See Attachment C)

**Financial Report & FY24 Budget & Resolution**

The Finance, Audit and Compliance committee recommended approval of this budget. Motion made by Eleanor Brown to approve the *FY24 Budget and Resolution* as presented; motion seconded by Viola Baskerville and passed unanimously. (See Attachment D)

**Coastal Resilience and Tree Grant Program Brief**

Mary Carson Stiff of Wetlands Watch narrated a presentation which is on file with the permanent record of this meeting.

## LAND CONSERVATION

### Visual Presentation

A presentation narrated by the Deputy Directors showing pictures of the proposed open space easement projects was presented. This presentation is on file with the permanent record of this meeting.

### Proposed Open Space Easement Projects

Motion made by Eleanor Brown to approve the open space easement projects listed below; motion seconded by Viola Baskerville and passed unanimously.

Project #	Applicant	Locality	Funding Source (s)	Acres
4573	Bowie, Lyda and Corbin	Caroline County	N/A	316.56
4791	DTG, LLC	City of Fredericksburg	Partial Purchase VLCF/PTF	56.1744
4809	Marvin Thomas Duncan Cromer	Caroline County	ACUB	174.6
4897	Patrick Henry Memorial Foundation	Campbell & Charlotte Counties	Partial Purchase VLCF/PTF	599.57
4904	Alfred B. and Catherine L. Quist	Albemarle County	Cost Only PTF	106.44
4907	Oliff, Bryan and Kari	Westmoreland County	REPI Partial Purchase	307.029
4908	Hidden River Myotis Lucifugus 37, LLC -	Highland County	Cost Only PTF	87.32
4914	Boiling Springs Rod and Gun	Bath County	N/A	152.18
4915	River Ridge Land and Cattle Company	Grayson County	N/A	183 +/-
4918	Lowe Brothers, Virginia General Partnership -	Southampton County	Partial Purchase NAWCA	237.78

### Land Conservation Grant Programs

Emily White began a presentation of Grant Report which was paused so the trustees could go in to Closed Session at 2:00 pm as planned.

### Closed Session

Eleanor Brown moved the following motion as read by Executive Assistant:

Madame Chair, I move that the Board go into a closed meeting pursuant to Section 2.2-3711.A.3 & 7 and for:

1. consultation with legal counsel and briefings by staff members pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiation or litigating posture of the public body, and consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel for:

- Consultation with legal counsel pertaining to litigation in Ball v VOF
- Lambert Foundation Parcel

This closed meeting will be attended only by members of the Board. However, pursuant to Section 2.2-3712 (F), the Board requests the VOF's Attorney in this matter, the Executive Director, the Deputy Directors, Executive Assistant, Director of Community Conservation and Government Relations and IT Manager attend as it believes their presence will reasonably aid the committee in its consideration of topics that are the subject of the meeting.

The motion was seconded by Elizabeth Copeland passed unanimously and the Closed Session began.

### **Certification of Closed Session**

The Executive Assistant read the following:

WHEREAS, The Board of Trustees conducted a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and WHEREAS, Section 2.2-3712.D of the Code requires a certification by this Board that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Board hereby certifies that, to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board.

Sissy Crowther so certified; Viola Baskerville so certified; Eleanor Brown so certified; Elizabeth Copeland so certified.

### **Resolution to Accept Offer for Lambert Foundation Parcel**

Motion made by Eleanor Brown to approve the *Resolution to Accept Offer for Lambert Foundation Parcel*; motion seconded by Viola Baskerville and passed unanimously. (See Attachment E)

### **Ball v VOF**

A motion was made by Eleanor Brown to authorize the Executive Director in consultation with the Chair, to move forward with settlement discussions in Ball v VOF; motion seconded by Viola Baskerville and passed unanimously.

### **Land Conservation Grant Programs**

Emily continued presentation which is on file with the permanent record of this meeting.

### **PTF FY24 Allocation Balance Resolution**

Motion made by Eleanor Brown to pass the *PTF FY24 Allocation Balance Resolution* with a correction. The amounts are as follows:

- 250k for Easement Assistance
- 250k for Locality co-holds
- 3.5M for PTF Grants

Motion seconded by Viola Baskerville and passed unanimously. (See Attachment F)

**Preservation Trust Fund (PTF) Grant Program Recommended Projects**

Motion made by Viola Baskerville to approve the grant projects and funding as listed below; motion seconded by Eleanor Brown and passed unanimously.

<b>Organization</b>	<b>Project Title</b>	<b>Locality</b>	<b>Funding Approved</b>
Capital Region Land Conservancy	Burton Family Farm: Brown Parcel	Chesterfield	\$360,000
City of Norfolk	Elizabeth River Trail Larchmont Trailhead	Norfolk	\$404,625
City of Suffolk	Hobson Park Project	Suffolk	\$44,550
Franklin Parks Foundation	Deer Creek Addition to Blackwater Park, Pt 2	Franklin, City of	\$100,000
Friends of Southwest Virginia	Big Cherry Lake, Big Stone Gap	Wise	\$150,000
Little Creek Kung Fu	Little Creek Native Free Food Forest	Petersburg	\$177,184
Shenandoah County	Shenandoah County Conservation and Public River Access Along the North Fork of the Shenandoah	Shenandoah	\$300,000
Town of Dungannon	On the Clinch to Learn, Discover, Enjoy	Scott County	\$150,000
Town of Honaker	Town of Honaker Outdoor Recreation Expansion	Russell County	\$148,000
Town of Vinton	Vinton’s Multi-Generational Park	Roanoke County	\$218,295

**Get Outdoors Fund Recommended Projects**

Motion made by Viola Baskerville to approve the grant projects and funding as listed below; motion seconded by Elizabeth Copeland and passed unanimously.

<b>Organization</b>	<b>Project Title</b>	<b>Locality</b>	<b>Funding Approved</b>
Autism Sanctuary, Inc.	Weekly Respite at Autism Sanctuary	Albemarle	\$25,000
Botanical Garden of the Piedmont	Equitable Access to World Water Week Programming	Albemarle	\$15,000
Dungannon Elementary School	Get Up & Go Playground Project	Scott	\$25,000
Friends of Fonticello Park	The Native Meadow Project: Creating Equitable Access to Natural Urban Educational Spaces in Fonticello Park	Richmond, City of	\$20,000

Greater Richmond Fit4Kids	Fit4Kids Game On, Girl! Field Trips	Richmond, City of	\$10,000
Ivanhoe Civic League	Ivanhoe Civic League Park & Horse Show Grounds	Carroll	\$25,000
Keep Prince William Beautiful	Dale City Elementary Trail & Outdoor Classroom Improvement	Prince William	\$10,000
Middle Peninsula Planning District Commission	MP-PAA Trail Blazer Initiative	Gloucester	\$25,000
Sperryville Community Alliance	Sperryville Trail Forest Canopy Restoration	Rappahannock	\$15,000
White House Farm Foundation	Accessible Bird Watching at Leopold's Preserve	Prince William	\$25,000
Wildrock	Wildrock's Outdoor Explorers Program	Charlottesville	\$2,500
Youth Sailing Virginia Inc.	Start Sailing Early at Youth Sailing Virginia!	Hampton	\$25,000

Motion made by Eleanor Brown to adjourn the meeting at 3:53 p.m.; motion seconded by Viola Baskerville and passed unanimously.



**RESOLUTION**  
**VIRGINIA OUTDOORS FOUNDATION (VOF)**  
**BOARD OF TRUSTEES**  
**A RESOLUTION TO ACCEPT GIFTS OF LAND**  
**CONNECTING THE NORTH AND SOUTH SECTIONS OF BULL RUN PRESERVE**

WHEREAS, the Virginia Outdoors Foundation owns 2,350 acres of land in the Bull Run Mountains of Prince William and Fauquier Counties, which was designated and dedicated in 2002 as the Bull Run Mountains State Natural Area Preserve; and

WHEREAS, by Resolution adopted by the VOF Board of Trustees at their August 18, 2000, special meeting, the Trustees endorsed the concept of linking the northern and southern VOF landholdings in the Bull Run Mountains and authorized the Executive Director to accept gifts of land and/or money to purchase such lands; and

WHEREAS, the Bull Run Mountains are specifically identified by Conserve VA and the Virginia Outdoors Plan as a significant resource recognized for its intact ecological core and corridor potential. The area connecting the North and South VOF holdings, along with inholdings and some contiguous parcels is specifically identified by these State planning documents as a priority Protected Landscape Resilience Area and a focus for land conservation and land protection efforts.

WHEREAS, there is the prospect of gifts of parcels within the Bull Run Mountains Protected Landscape Resilience Area in 2023 and the Board of Trustees would like to encourage and enable such gifts; and now, therefore, be it

RESOLVED by the Virginia Outdoors Foundation Board of Trustees this 1<sup>st</sup> day of June 2023 hereby authorizes that the Executive Director, in consult with the Chair and counsel, to accept gifts of land within the Bull Run Mountains Protected Landscape Resilience Area provided that the gift contains acceptable and reasonable terms and conditions; and

FURTHER RESOLVED that the Executive Director is authorized to execute all documents and take actions necessary on behalf of VOF to accept such gifts.

ADOPTED by a vote of 4 in favor and 0 against

ATTEST: *Brett C. Glymph*  
Brett Christina Glymph, Executive Director



**RESOLUTION**  
**VIRGINIA OUTDOORS FOUNDATION (VOF)**  
**BOARD OF TRUSTEES**  
**A RESOLUTION AUTHORIZING AMENDMENT OF**  
**EASEMENTS TO INCLUDE “SAFE HARBOR” LANGUAGE**

WHEREAS, on April 24, 2023, the Internal Revenue Service issued “safe harbor” language that easement donors could use to correct “faulty” boundary line adjustment language and extinguishment language in recorded conservation easements; and

WHEREAS, certain landowners or their counsel may approach VOF to request that it amend their recorded easements to utilize such safe harbor language in lieu of boundary line adjustment language and/or extinguishment language existing in their recorded easements; and

WHEREAS, such amendments must be made and recorded in the clerk’s office in which the original easement was recorded on or before July 24, 2023; and

WHEREAS, given the short period in which any such amendments must be made and recorded, it is incumbent upon landowners and their counsel to work with staff, deputy directors, and staff counsel in the creation and recordation of such amendments; and

WHEREAS, if landowners or their counsel request such amendments, staff is available to assist landowners and their counsel in making, executing, and recording such amendments, be it

RESOLVED by the Virginia Outdoors Foundation Board of Trustees on 1<sup>st</sup> day of June 2023, That staff, deputy directors, and staff counsel are authorized to work with landowners and their attorneys, who request amendments to recorded easements to add or substitute safe harbor language issued by the Internal Revenue Service involving boundary line adjustments and/or extinguishments.

Adopted by a vote of 4 in favor and 0 against.

ATTEST:   
Brett Christina Glymph, Executive Director





# Strategic Plan

7/1/2023 – 6/30/2028

## Introduction to 2023 Strategic Plan

In 2019, the Virginia Outdoors Foundation's implemented a five-year strategic plan that has guided the organization's work since its inception. As the 2019-2023 strategic plan approached its sunset date, an update was necessary to address emerging opportunities and challenges.

This update builds on VOF's vision and goals using insightful input from Foundation staff and the Board of Trustees.

## 2019 Strategic Plan Achievements

The 2019 plan included five strategic goals supported by 14 objectives to be achieved through the implementation of 53 strategies.

- Strategies completed: 37 (69.8%)
- Strategies in progress as of the writing of this update to the plan: 10 (18.9%)
- Strategies re-evaluated for inclusion and/or revision in this update to the plan: 6 (11.3%)

Major focal points in the 2019 plan are revenue generation for general operations, risk management and due diligence. Due to the nature of VOF's work, you will find some symmetry in the draft plan with the 2019 plan; however, the draft plan contains refined goals and objectives to reflect achievements, next steps and changed circumstances.

## 2023 Plan

Major topics that emerged in the planning sessions were: 1) increased state/federal grant funding for acquisitions; 2) administrative remedies for easement compliance; 3) evolving law and policy on charitable gifts of easements (IRC 170(h)); 4) community-based conservation and 5) open-space land conversion for renewable energy development.

**Increasing Revenue for Acquisitions.** Significant investment in conservation through state and federal programs is available today. VOF should position itself to be a key player in leveraging grant funding for project acquisition in furtherance of the Commonwealth's land conservation goals to increase public access, water quality protection and resilience.

**Creating Administrative Remedies for Easement Enforcement.** Lawsuits can be unwieldy, expensive and unpredictable, and moreover, conservation easements have not fared well in Virginia's highest court. As such, VOF should seek out alternative paths for easement enforcement through linking easement compliance with preferential taxation under Virginia Code Section 10.1-1009.

**Keeping Pace with Evolving Law and Policy on Charitable Gifts of Easements.** Recent changes to the body of law around charitable gifts of easements have created uncertainty and increased due diligence costs for landowners. This, coupled with the reduced tax benefits associated with easement donation, has increased the burden on landowners when contemplating charitable gifts of easements. VOF should engage policy makers and stakeholders to seek out solutions to keep conservation easement donation a viable option for landowners. (Hanger Budget Item to review tax credit efficacy)

**Community-Based Conservation.** Expanding the reach and impact of land conservation to all Virginia citizens through partnership work and grant funding provides VOF an opportunity to cultivate a deep conservation ethic across the Commonwealth. A widely shared conservation ethic ensures that land conservation will remain a priority of policy makers, budget writers, taxpayers and citizens. Eighty percent of Virginians live in a town, city or urbanizing county and a community-based conservation

approach must include engagement with that 80% to understand their needs and open pathways for dialogue on the importance of open-space conservation for healthy communities, both rural and urban.

Renewable Energy Development. Transitioning to renewable energy will require millions of acres to be enrolled in wind and solar generation. Major public investment and policy targets are increasing the pressure on undeveloped, open-space land and it is likely we will see major conversion of farms and forests in the near term. VOF should review its Energy/Infrastructure and Diversion/Conversion policies to ensure best practices, which review should include stakeholder engagement to better understand the state of renewable energy development and its potential impacts on land conservation.

# Virginia Outdoors Foundation Vision

Protect the quality of Virginia’s outdoors and make its resources available to its people.

## Virginia Outdoors Foundation Goals for 2023-2028



## Strategic Measures

The Virginia Outdoors Foundation monitors its progress and results through the following outcome measures.

- Cumulative number of acres of land conserved
  - Acres conserved in each of the three main Virginia watershed destinations: Chesapeake Bay, Chowan/Pamlico and Mississippi
  - Acres of USDA-designated prime farming soils and FCV forestland conserved
  - Miles of land conserved along designated hiking and biking trails
  - Miles of land conserved along designated scenic roads and scenic rivers
  - Miles of land conserved adjacent to streams and rivers
    - Miles conserved on waterways with one threatened or endangered species
    - Miles conserved on TMDL or impaired waterways
- Cumulative number of counties and cities with a VOF project or conserved land
- Cumulative number of open-space easements
- Annual revenue received from external grants
- Annual and cumulative number of projects funded by VOF grants
- Annual and cumulative dollars spent on projects funded by VOF grants
- Number of visitors to VOF’s Bull Run Preserve and other reserves
- Conserve Virginia

**Goal 1: Engage VOF’s unique abilities to maximize the impact and reach of land conservation throughout the Commonwealth.**

Objectives	Strategies
<p>1.1: Maximize conservation activities to support Commonwealth of Virginia goals.</p>	<ul style="list-style-type: none"> <li>• 1.1A - Prioritize Chesapeake Bay goals in our conservation work.</li> <li>• 1.1B - Protect a million acres by 2028.</li> <li>• 1.1C - Partner with other entities to collaborate on large scale conservation initiatives.</li> <li>• 1.1D - Explore opportunities (e.g., wildlife crossings) to protect wildlife habitats.</li> <li>• 1.1E - Support other programs that are state funded, such as Soil and Water District Best Management Practices (BMPs).</li> <li>• 1.1F - Use and share relevant data to inform and demonstrate the results of our work.</li> </ul>
<p>1.2: Explore innovative and creative approaches to encourage and capitalize on conservation opportunities.</p>	<ul style="list-style-type: none"> <li>• 1.2A - Advertise and promote conservation opportunities on existing conserved land.</li> <li>• 1.2B - Cultivate a shared conservation ethic by highlighting exemplary stewardship and best management practices on VOF projects.</li> <li>• 1.2C - Explore opportunities for federal funding in pursuit of landscape-scale projects.</li> <li>• 1.2D - Proactively seek high-value conservation lands.</li> <li>• 1.2E - Explore use of virtual platforms and other technology to engage a broader range of people.</li> </ul>

**Goal 2: Create more opportunities for Virginia citizens to access and enjoy the benefits of its natural resources.**

Objectives	Strategies
2.1: Support community conservation projects and local and state government conservation activities.	<ul style="list-style-type: none"> <li>• 2.1A - Look for gaps in Virginia Outdoors Plan to fund projects.</li> <li>• 2.1B - Complete a project in every jurisdiction.</li> <li>• 2.1C - Assist localities with their conservation goals or outdoor opportunities.</li> </ul>
2.2: Publicize and support outdoor opportunities.	<ul style="list-style-type: none"> <li>• 2.2A - Support programming at Bull Run Mts. Natural Area Preserve.</li> <li>• 2.2B - Increase VOF activity at House Mountain.</li> <li>• 2.2C - Prioritize projects for the creation and protection of trails.</li> <li>• 2.2D – Find new ways to engage more people with VOF-protected lands (e.g., apps such as the All-Trails app) to share outdoor opportunities.</li> </ul>

### Goal 3: Increase and diversify revenue to support conservation programs.

Objectives	Strategies
3.1: Leverage private, federal, and state funding sources.	<ul style="list-style-type: none"><li>• 3.1A - Complete a review of all conservation-related federal grants available to VOF; apply for eligible conservation grants.</li></ul>
3.2: Improve processes and options for philanthropy and other avenues for revenue growth.	<ul style="list-style-type: none"><li>• 3.2A - Encourage gifts of money, land, and stock.</li><li>• 3.2B - Plan fundraising goals and avenues to support grant programs.</li><li>• 3.2C - Broaden VOF's planned giving outreach.</li></ul>

## Goal 4: Enhance partnerships and advance policy innovations to support our work.

Objectives	Strategies
4.1: Cultivate stronger relationships with landowners.	<ul style="list-style-type: none"> <li>• 4.1A - Educate landowners about available conservation programs and incentives.</li> <li>• 4.1B - Publicize the amendment initiative.</li> <li>• 4.1C - Explore the idea of offering classes or public engagement sessions on land conservation to current and prospective donors.</li> <li>• 4.1D - Support partners who are working on family land retention, generational transfer, and heirs land issues.</li> <li>• 4.1E - Utilize VOF properties to demonstrate best practices and stewardship principles.</li> </ul>
4.2: Cultivate stronger relationships with local governments, state partners and like-minded groups.	<ul style="list-style-type: none"> <li>• 4.2A - Increase collaboration with local governments on conservation acquisitions through grant programs and technical assistance.</li> <li>• 4.2B - Evaluate the feasibility of tying easement compliance to preferential taxation.</li> <li>• 4.2C - Enhance working relationships with state agencies to capture efficiencies and achieve better conservation results.</li> <li>• 4.2D - Continue to participate in and make presentations at educational events that reach a broad audience working in the land conservation realm (e.g., VaULT and LTA conferences).</li> <li>• 4.2E - Partner with groups to facilitate links between land conservation and direct benefits to a community.</li> </ul>
4.3: Ensure protection of conservation lands from conversion to industrial-scale renewable energy development.	<ul style="list-style-type: none"> <li>• 4.3A - Study public policy, emerging technologies and associated land use demands of renewable energy to understand impacts to conservation lands.</li> <li>• 4.3B - Strengthen the Energy and Infrastructure Charter, Model Deed and Conversion/Diversion Policy to prevent negative impacts from renewable energy.</li> <li>• 4.3C - Educate and collaborate with stakeholders on the importance of avoidance of conservation lands.</li> </ul>
4.4: Mitigate challenges presented by financially lucrative, competing uses of	<ul style="list-style-type: none"> <li>• 4.4A - Maintain awareness of financial incentives that are complementary to our work and those that conflict.</li> </ul>



<b>Objectives</b>	<b>Strategies</b>
land and reductions in incentives.	<ul style="list-style-type: none"><li data-bbox="630 233 1339 338">• 4.4B - Explore ways to address the decrease in financial incentives associated with tax deductibility of land conservation gifts.</li><li data-bbox="630 359 1399 428">• 4.4C - Continually update conservation documents to reflect legal and regulatory changes.</li></ul>

## Goal 5: Optimize organizational effectiveness.

Objectives	Strategies
5.1: Enhance the work environment and communication.	<ul style="list-style-type: none"><li>• 5.1A - Improve internal communication channels.</li><li>• 5.1B - Adopt standard practices to make meetings more efficient.</li></ul>
5.2: Cultivate internal talent.	<ul style="list-style-type: none"><li>• 5.2A - Establish a pilot program that provides opportunities for staff members to expand their knowledge through involvement in internal service projects.</li><li>• 5.2B - Establish a mentorship program.</li></ul>
5.3: Improve work processes and tools.	<ul style="list-style-type: none"><li>• 5.3A - Implement one location to store procedures, policies and other guidance documents.</li><li>• 5.3B - Clarify and document the decision-making process.</li><li>• 5.3C - Review and update work procedures.</li></ul>



**RESOLUTION**

**VIRGINIA OUTDOORS FOUNDATION (VOF)  
BOARD OF TRUSTEES  
A RESOLUTION TO ADOPT THE PROPOSED  
FISCAL YEAR 2024 CONSERVATION PROGRAMS**

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 the 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 revenues; now, therefore, be it

RESOLVED by the Virginia Outdoors Foundation Board of Trustees this 1<sup>st</sup> day of June 2023, That the Fiscal Year 2024 Budget be approved as attached.

ADOPTED by a vote of 4 for and 0 against

A handwritten signature in black ink that reads "Brett C. Glymph". The signature is written in a cursive style and is positioned above a horizontal line.

ATTEST: Brett Christina Glymph, Executive Director

# Virginia Outdoors Foundation

## General Operating Budget

	Approved Budget FY23	Proposed Budget FY24	variance
<b>Income</b>			
4000 Unrestricted Contributions	60,000.00	88,000.00	47%
4001 General Fund Appropriation	1,752,750.00	1,752,750.00	0%
4120 Investment Earnings	10,500.00	70,000.00	567%
4200 Recordation Fees	3,516,000.00	2,600,000.00	-26%
4220 Cost Recoveries	250,000.00	350,000.00	40%
4230 LPC Stewardship Funds	400,000.00	550,000.00	38%
<b>Total Income</b>	<b>\$ 5,989,250.00</b>	<b>\$ 5,410,750.00</b>	-10%
<b>Expenses</b>			
5100 Personal Services	4,209,850.00	4,277,752.00	2%
5300 Contractual Services	298,500.00	435,000.00	46%
5400 Technology	256,000.00	310,000.00	21%
5500 General Services	325,000.00	325,000.00	0%
5560 Training and Development	21,900.00	25,000.00	14%
5570 Outreach/Communication	20,000.00	30,000.00	50%
5700 Grant Expenditures	300,000.00	200,000.00	-33%
5704 GO Fund	400,000.00	300,000.00	-25%
<b>Total Expenses</b>	<b>5,831,250</b>	<b>5,902,752</b>	1%
<b>Net Operating Income</b>	<b>158,000</b>	<b>(492,002)</b>	-411%
<b>Other Expenses</b>			
9800 Fixed asset purchases	158,000	75,000	-53%
<b>Total Other Expenses</b>	<b>158,000</b>	<b>75,000</b>	-53%
<b>Net Other Income</b>	<b>(158,000)</b>	<b>(75,000)</b>	-53%
<b>Net Income</b>	<b>0</b>	<b>(567,002)</b>	

Survey Funds	\$	544,000.00
Accumulated Funds	\$	23,002.00
	\$	567,002.00

**RESOLUTION****VIRGINIA OUTDOORS FOUNDATION (VOF)  
BOARD OF TRUSTEES  
A RESOLUTION TO ACCEPT OFFER FOR LAMBERT FOUNDATION PARCEL**

WHEREAS, the Gerard B. Lambert Foundation donated a parcel of land to VOF in Scott Magisterial District, Fauquier County north of Rectortown containing 57.02 acres improved with a house (PIN#6062-68-6792) by deed recorded August 13, 2021; and

WHEREAS, the property was accepted by VOF as an acquisition of real property for open space preservation pursuant to the purposes of § 10.1-1800; and

WHEREAS, the property was gifted to VOF by deed recorded August 13, 2021 subject to a life estate, an open space easement held by VOF dated December 4, 2003 and recorded in Deed Book 1074 at Page 775 in the Clerk's Office of the Circuit Court of Fauquier County (the "Existing Open-Space Easement"), and other easements, right of ways, or restrictions of record; and


WHEREAS, the property is well suited for protection of its conservation values by open space easement and the Existing Open Space Easement does not adequately protect the property, by current standards, including but not limited to the fact that the Existing Open Space Easement offers insufficient riparian protections to Goose Creek, and no aggregate cap on impervious coverage for buildings; and

WHEREAS, by Resolution adopted by the Board of Trustees at the June 30, 2022, meeting, the Executive Director was authorized to list the property with a realtor subject to perpetual deed restrictions, an amendment to the Existing Open Space Easement and/or an additional open space easement designed to protect the specific conservation values and for the purpose of open-space preservation. The sale parcel also being subject to the life estate, and any other matters of record. The proceeds from the sale to be dedicated to support and benefit work at the VOF Bull Run Mountains Natural Area Preserve including the preservation of the open space of the VOF Bull Run Mountains Natural Area Preserve; and now, therefore, be it

RESOLVED by the Virginia Outdoors Foundation Board of Trustees this 1<sup>st</sup> day of June 2023, that VOF hereby authorizes the Executive Director, in consult with the Chair, to accept an offer for the 57.02 acres on terms and conditions the Executive Director and Chair deem reasonable.

FURTHER RESOLVED that the Executive Director is authorized to execute all documents and take actions necessary on behalf of the Foundation to sell the parcel.

ADOPTED by a vote of 4 in favor and 0 against

  
\_\_\_\_\_  
ATTEST: Brett Christina Glymph, Executive Director



## RESOLUTION

### **VIRGINIA OUTDOORS FOUNDATION (VOF) BOARD OF TRUSTEES A RESOLUTION TO ADOPT THE PROPOSED PRESERVATION TRUST FUND BALANCES FOR FY24**

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, new legislation (SB 1122) expands the purposes of the Preservation Trust Fund (PTF) and based on current funding the Board of Trustees hereby directs that PTF shall be distributed as follows:

PTF VOF Easement Assistance	\$250,000
PTF Locality Co-holds	\$250,000
PTF Grant Round	\$3,500,000; and

WHEREAS, funds not allocated by the end of fiscal year will be moved to the last Grant Round; now, therefore, be it

RESOLVED by the Virginia Outdoors Foundation Board of Trustees this 1<sup>st</sup> day of June 2023, That the Fiscal Year 2024 Preservation Trust Fund be approved as attached.

ADOPTED by a vote of 4 for and 0 against

ATTEST: Brett Christina Glymph, Executive Director