

**Catoctin Land Trust**  
Board of Directors Meeting  
January 16, 2021

**In Attendance:** David Lillard, Bryan Seipp, Marty Martin, Jim Draper, David Riordan, Adam Griggs, Geb Byron

**Absent:** None

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The meeting was called to order via teleconference by Bryan Seipp at 9:02 AM.

**Approval of Minutes**

Jim Draper motioned to approve the minutes from the last meeting. David Riordan 2nded. All in favor. Motion approved to accept the minutes of the November 17, 2020 CLT board meeting.

**Treasurer's Report**

Jim Draper had previously sent the 2020 Financial Report and Quarter 2 Treasurer's Report by email. The report was summarized and was received favorably by the Board.

Adam made the motion to approve the Treasurer's Report and David Riordan 2nded. With no further discussion, the motion was passed to approve the 2020Q4 Treasurer's Report.

**Compensation and Benefits for the Executive Director**

Jim Draper presented a proposal to reimburse the Executive Director \$4,000 for healthcare expenses and to begin to contribute up to a five percent match to a 403(b) retirement fund. After discussion, a motion was made by Jim Draper to approve the compensation package for the ED. David Riordan 2nded. With no further discussion, the motion was approved.

**Conflict of Interest**

David Lillard reminded the group to sign and submit the conflict of interest policy.

**Stewardship Reports**

David L. gave a report on the year's Stewardship Reports. He asked the Board to review and approve the stewardship reports before the next meeting. He will upload the reports for online viewing.

**Lynn Cherry Property**

David gave us a report on recent progress developments of the Catoctin mountain property and reported that there is discussion of the state purchasing the property.

### **Development / Fundraising**

David gave a presentation of the end of year development effort. It synopsized our approaches and the result of our end of year appeal. Jim Draper gave an impassioned plea for greater board effort toward raising individual gifts — specifically, helping to build the CLT mailing list by providing names and addresses to David.

Discussion of other giving strategies including Combined Federal Campaign and Amazon Smile campaigns, and David L indicated he would follow up on these efforts.

Adjournment 10:02 am

Respectfully, Adam Griggs