



Westmoreland Land Trust
2011 Annual Report



Fourth Year Accomplishments -- 2011

Five meetings of the Westmoreland Land Trust were held in 2011.

Our objectives for 2011 were agreed upon at the January annual meeting:

- finalize agreements and administrative requirements for the properties currently identified for purchase
- raise funds for operating and property purchase reserve
- encourage routine committee meetings with outcomes reported to full board
- enhance communication and outreach efforts
- purchase and post property signs.

Three of these five objectives were accomplished. The exceptions are finalizing the agreements for the property acquisition and the purchase and posting of property signs.

Despite steady work, we were able to achieve signed sales agreements on only two of the properties identified for acquisition with the **\$166,000 grant** received from the Pennsylvania Department of Conservation and Natural Resources in 2010. At the end of the year we had closed on the Yerick property and were preparing to let bids for a second appraisal and Phase 1 Environmental Report on the van de Venne property. The van de Venne property received subdivision approval from Murrysville on December 12, and will allow the trust to proceed to closure in early 2012 for this donated property. All properties donated or purchased with our present DCNR grant will ultimately be transferred to Murrysville as part of their park system.

Property signs were not fabricated or posted, pending the procurement of a more permanent telephone number and website address for the trust, both of which were in process at the end of the year (see *Communication and Outreach*).

PROPERTY

One new property, encompassing 8.7 acres in Murrysville that are contiguous with Duff Park, was acquired in December 2011. This acquisition is the first completed step in a larger project designed to significantly enlarge Duff Park.

We also worked during the year toward acquiring additional properties continuous to the park, including a 49-acre property donation proposed by Theo and Pia van de Venne. This acquisition was still in process at year-end.

Duff Park is a natural area that includes one of the last deciduous old-growth forests remaining in Pennsylvania. Before the new or proposed acquisitions, the park encompassed 148 acres. The new 8.7-acre addition will expand the park's conserved forest and will be accessible via low-impact trails.

STEWARDSHIP

The committee adapted for our use the Western Pennsylvania Conservancy's **stewardship cost matrixes for both easements and fee lands** and received board approval of both.

The matrixes will help us to effectively plan for the long-term management and monitoring of any property that the trust considers for protection.

These efforts toward due diligence will be regularly reviewed by the Finance Committee to insure that the financial figures referenced reflect current costs.



Stewardship Committee members visited the Ackermann Nature Preserve and the Cabin Hill property during the year and compiled a **comprehensive report on the condition of each**.

These annual assessments are key to good stewardship of the properties.

Our organization received several requests

to geocache and one request to hunt on the Ackermann Reserve.

As such requests are increasing in number, the Stewardship Committee met and **established a process for handling such requests**, and updated the trust's general land-use policy to include greater details of how geocaching will be handled. Hunting is not permitted on the Ackermann property, in accordance with the wishes of the original property owners.

At the end of the year, an **Eagle Scout project** was approved to clear walking paths, mark a new trail, build a new bench, and reconstruct a small bridge at the Ackermann property.

FUNDRAISING

We are particularly grateful to the **Westmoreland County Commissioners** Tom Balya, Ted Kopas, and Charles Anderson who made the land trust a line item in the county budget and **appropriated \$10,000** for the trust's fourth-year administrative expenses.

In addition, **Commissioner Ted Kopas donated his 2011 pay raise** to four select organizations in the county, one of which was the Westmoreland Land Trust.

We received **a \$10,000 grant from the Pennsylvania Department of Community and Economic Development for education and outreach efforts.**

This money will be used to update our capabilities brochure, to enhance our website, and to obtain some needed equipment (*see Communication and Outreach*).

We **raised a grand total of \$1,621.35 on the second-ever Day of Giving** on October 4, which also served as our annual board solicitation.

On this day, gifts made through the Westmoreland Gives website were eligible for a percentage match from the Community Foundation of Westmoreland County, which this year was 23 cents on the dollar.



The 2011 amount is down from the nearly \$2,700 raised in 2010 when we enjoyed a higher percentage match (50 cents on the dollar), a bonus match of the donations by an anonymous donor, and higher Board participation.

We also received **several other donations from individuals, totaling an additional \$750**, during the year.

2011 DONORS

Benefactor

\$5,000 and above

Pennsylvania Department of
Community and Economic
Development

Westmoreland County
Commissioners

Associate

\$250 to \$499

Betsy Aiken
Charles Duritsa

Stephen and Susan Huba

...continued

Donor

up to \$249

Mark Bowers and Loree Speedy	Michael Kuzemchak
Virginia Gabriel	Lewis and Katherine Laffey Lobdell
R. Ted Harhai Campaign Fund	John Lohr
Representative R. Ted Harhai	Vincent Quatrini
Michael and Karen Jurkovic	Malcolm and Patti Sias
In Honor of Michael and Karen Jurkovic -- Linda Johnson and Shelagh Byrne	Lisa Smith
Commissioner Ted Kopas	Virginia Stump
	Joseph and Mary Lou Tarara

COMMUNICATIONS AND OUTREACH

With a portion of the Pennsylvania Department of Community and Economic Development funds, we **contracted with the Bayer Center for Nonprofit Management to help us create and host a stand-alone website** (*also see Fundraising*).

By the end of the year, we had purchased a domain name and contracted for annual hosting, installed software on the hosting server, and identified a theme, page structure, and key content elements.

We hope to launch the new site in the first quarter of 2012.

We also held a meeting of board members to brainstorm how to best create and populate a **database** for the organization and made initial contact with the Bayer Center on this front as well.

The trust issued two **news releases** during the year regarding the board appointments.

The Tribune Review newspaper editorial staff gave our organization a **“Laurel” (commendation)** on the editorial page on January 7, for preserving more than 100 acres of land and for our open space philosophy.

Encouraging Trust board members to **attend events hosted by other, likeminded organizations** was suggested as a way to promote awareness of the land trust.

So, we began gathering information on these events and announcing them by email and in board meetings throughout the year.

Some of our members attended the Smart Growth Awards Dinner in late May, a high-attendance event at which our organization also had an informational display.

We also had submitted an entry nominating the Westmoreland Land Trust for a Smart Growth Partnership Award.



We continued to use our existing **website and our Facebook page** to promote the organization throughout the year.

FISCAL ADMINISTRATION

The Audit Committee worked with CPA Regis Tomsey to obtain **an audit review of the trust's 2010 finances**. Mr. Tomsey found our statements in conformity with the cash basis of accounting and found nothing in the trust's financial records that was in need of modification.

We are able to employ a financial review, rather than an audit, because we have less than \$25,000 in assets. Copies of the Mr. Tomsey's written review were provided to all board members.

Even though the interest was minimal (.01%), the organization converted its checking account to **an interest-bearing checking account** in the third quarter of the year, and began earning interest in August.

In November, the Finance Committee developed **a draft operating budget with line items for 2012**.

Our treasurer filed the organization's **990N** for 2010.

LEGAL/LIABILITY CONCERNS

We submitted the organization's **required charitable organization filings** with the Pennsylvania Bureau of Charitable Organizations.

We maintained insurance for our directors and officers during the year.

BOARD

In February, existing Board members Betsy Aiken, Larry Larese, Ted Kopas, Mike Kuzemchak, and Tony Quadro were **reappointed** to a three-year term, effective January 1, after all expressed an interest in continuing to serve.

Larry and Ted were recommended by the Westmoreland County

Commissioners to serve as the Commissioners' two representatives on the trust's board.

Susan L. Huba, executive director of the Loyalhanna Watershed Association, and Loree Speedy, a cartographer and field botanist, were **nominated and elected as new members** of the trust's volunteer board to serve their first three-year term, expiring on December 31, 2013.

Board members voted at the January meeting to retain the existing slate of **officers for 2011**: Chuck Duritsa, chair; Bruce Corna, Jr., vice chair; Virginia Stump, treasurer; and Karen Jurkovic, secretary.

At the last meeting of the year, existing Board members Mark Bowers, Chuck Duritsa, Rep. Ted Harhai, John Pallone, Malcolm Sias, Virginia Stump, and John Ward were **reappointed** to a three-year term, effective January 1, 2012, after all expressed an interest in continuing to serve and no additional nominations were received.

ADMINISTRATIVE

Discussions on the **need to keep formal notes of committee meetings** and to develop and maintain an overview of each property acquired and the rationale for acquiring it led to the start of documentation of the Executive Sessions of the Board, the Property Committee, and the Stewardship Committee.

**Westmoreland Land Trust
Income and Expense Statement
1/1/2011 through 12/31/2011**

INCOME

GENERAL FUND

	General Donations	\$900.00
	Grant-Westmoreland County	10,000.00
	Grant-Commonwealth of Pennsylvania	10,000.00
Grant-Community Foundation (Day of Giving)		1,621.35
	RESERVE ACCOUNTS	\$22,521.35
Donation-McKenna Foundation (Pingor)		\$50,000.00
	NON-OPERATING	
Checking Account Interest (Aug-Dec)		31.99
	TOTAL INCOME	\$72,553.34

EXPENSES

GENERAL OPERATING

General Administrative	\$480.92
(Postage/Copies/Refreshments)	
Meeting Advertisements	132.50
Charitable Orgn Registration	15.00
Dues: PA Land Trust Alliance	145.00
D & O Insurance	959.00
Appraisal Fees	1,500.00
Environmental Assessment	1,600.00
Audit Review	300.00
Stationery/Stationery Design	300.00
Website Development	1,496.44
RESERVE DISTRIBUTIONS	
Kuckermann Property Maintenance	\$364.00

RESERVE DISTRIBUTIONS

Ackermann Property Maintenance \$364.00
Pingor Property Purchase Donation 50,000.00

TOTAL EXPENSES

\$57,292.86

NET INCOME (LOSS)

Westmoreland Land Trust
Statement of Cash Flows
1/1/2011 through 12/31/2011

CASH ON JANUARY 1	\$20,572.19
CASH FROM GENERAL OPERATING ACTIVITIES	\$22,521.35
CASH FROM RESERVE ACTIVITIES	50,000.00
CASH FROM INVESTMENT ACTIVITIES (INTEREST CHECKING)	31.99
CASH TO GENERAL OPERATING EXPENSES	-6928.86
CASH TO RESERVE DISTRIBUTIONS	-50,364.00
INCREASE (DECREASE) IN ACCOUNTS RECEIVABLE	0
INCREASE(DECREASE) IN PREPAID EXPENSES	0
DEPRECIATION & AMORTIZATION	0
INCREASE(DECREASE) IN ACCOUNTS PAYABLE	0
CAPITAL EXPENDITURES	0
PROCEEDS FROM SALE OF EQUIPMENT	0
PROCEEDS FROM SALE OF INVESTMENTS	0
PAYMENT OF LONG-TERM DEBT	0
INCREASE (DECREASE) IN CASH	\$15,260.48
CASH DECEMBER 31, 2011	\$35,832.67

**Westmoreland Land Trust
Balance Sheet
As of December 31, 2011**

CURRENT ASSETS:

Cash and Bank Accounts	\$35,832.67
Accounts Receivable	
Prepaid Expenses	
TOTAL CURRENT ASSETS	\$35,832.67

LONG-TERM ASSETS:

None

TOTAL ASSETS	\$35,832.67
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SHORT-TERM LIABILITIES

Accounts Payable

LONG-TERM LIABILITIES

None

EQUITY	\$35,832.67
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Ackermann Reserve	\$4,452.46
Unrestricted	\$31,380.21



Mission

To conserve and steward lands and waters of Westmoreland County that harbor ecological, scenic or recreational qualities to offer a healthier and more sustainable future for all.

Vision

All Westmoreland County residents and visitors enjoy the scenic and natural value, accessibility and quality of open space conserved. Throughout Westmoreland County recreational land abounds, water resources are protected, wildlife flourish, and the quality of life is high because of the continuing work of the Westmoreland Land Trust complementing the work of like-minded entities.

Values

The Westmoreland Land Trust values the following.

Conservation of diverse real property that is in, or in close proximity to, Westmoreland County and culturally, historically, ecologically, recreationally, or scenically valuable

Restoration, protection, and maintenance of conserved property as appropriate for its best long-term stewardship

Partnership with public or private entities where beneficial to encourage collective effort

Research and planning in support of conservation efforts

Promotion and education of conservation opportunities and benefits

Conformance with the Land Trust Standards and Practices published by the Land Trust Alliance in 2004, or as amended

2011 Board of Directors

Betsy Aiken	Karen Jurkovic <i>Secretary</i>	Tony Quadro
Mark Bowers	County Commissioner	Vincent Quatrini, Jr.
Bruce J. Corna, Jr. <i>Vice Chair</i>	Ted Kopas	Malcolm Sias
Chuck Duritsa <i>Chair</i>	Mike Kuzemchak	Lisa Smith
Alex Graziani	Larry Larese	Loree Speedy
Rep. R. Ted Harhai	H. Lewis Lobdell	Virginia Stump <i>Treasurer</i>
Susan L. Huba	John Lohr	John Ward
	John Pallone	

Background

The Westmoreland Land Trust was formed in December 2007 in response to citizens' desire to conserve land of special value in Westmoreland County, such as land that contributes to the local quality of life because of its scenic, recreational, environmental, historical, or cultural qualities. The trust was awarded nonprofit status by the Internal Revenue Service in January 2009, making donations to the land preservation group tax-deductible.

It has acquired the following properties:

- the 59-acre Otto and Magdalene Ackermann Nature Preserve in Ardara, North Huntingdon Township;
- 22 acres in Murrysville, adjacent to the Lillian Kellman Nature Reserve;
- 21 acres in Rostraver Township, along the Youghiogheny River; and
- 3.5 acres in the City of Greensburg, near Cabin Hill Drive
- 9 acres in Murrysville adjacent to Duff Park



2012 Objectives

Finalize agreements and administrative requirements for the properties currently identified for purchase...and continue to pursue new properties for acquisition.

Reach out again to municipalities.

Raise funds for operating and property purchase reserve.

Actively seek and recruit local municipal officials to serve as board members.

Encourage routine committee meetings with outcomes reported to full board.

Enhance communication and outreach efforts.

Purchase and post property signs.