

## Board Meeting Agenda

Date: Friday, March 21, 2025

Time: 9:00 to 10:30 am

Place: Meeting to be conducted by Zoom/Phone Videoconference (*The public is welcome & invited; please email [westmorelandlandtrust@gmail.com](mailto:westmorelandlandtrust@gmail.com) or call 724 325-3031 to participate.*)

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Meeting called to Order / Public Comment Period

Unanimous Consent of Minutes Unless Correction Offered

[Minutes of Meeting of January 17, 2025](#)

[Minutes of Executive Session of January 17, 2025 \(CONFIDENTIAL\)](#)

Treasurer Presentation and Board Questions

[Statement of Financial Position \(Assets and Equity\) of February 28, 2025](#)

[Statement of YTD Revenue and Statement of YTD Expenditures as of February 28, 2025](#)

[2025 Budget versus Actuals YTD as of February 28, 2025](#)

Consider Acceptance of Treasurer's Reports for filing as submitted

Discussion and Action Items

Consider Acceptance of [2024 Year End Audit, IRS Form 990, PA Forms BCO-10 and -23](#)

Consider Reduction of Threshold for Depreciation to \$5,000

Discuss [Draft Update to Bylaws](#) (to be considered for approval at May Board meeting)

Consider Approval of Updated Policies and Management Plans ([Policies and Plans at \\*](#))

Advocacy Policy

Conflict of Interest Policy

Conservation Easement Policy

Donated Stock & Marketable Securities Policy

Donation Acknowledgement Policy

Fee Property Stewardship Policy

Financial Rules and Internal Control Policy

Hunting Policy

In-Kind Donation Tracking Policy

Mileage Reimbursement Policy for Directors

Oil, Gas, and Minerals Policy

Openness and Transparency Policy

Purchasing Policy

Records Management Policy

Sexual Harassment and

Nondiscrimination Policy

Whistleblower Policy

WLT Job Descriptions

Personnel Policy

Management Plan for Schwarz

Management Plan for St. Xavier

Consider Elimination of Policies ([Policies at \\*](#))

[Fundraising](#)

[Geocache](#)

[Public Policy](#)

[Treasurer Responsibilities](#)

Consider Authorization of \$10,000 toward Land Acquisition for Westmoreland Heritage Trail

Consider [Contingent Gift Agreement with Mark Lawrence](#)

Consider [Agreement for Contingent Sale and Purchase of Tax Map Parcel #36-02-09-0-086](#)

Consider Authorization of \$10,000 toward Land Acquisition for Westmoreland Heritage Trail

Staff Reports [Executive Director, Operations Assistant,](#)

[Facilities & Land Manager, Coordinator of Educational Programming](#)

Committee Reports (*only if something to report*)

Executive

Finance

Nominating

Stewardship

Strategic Planning Work Groups: Funding

Public Support

Executive Session: Projects Committee

Review and Ratify any Actions Taken during Executive Session

Adjourn by no later than 10:30 am unless Board approves extension

Items shown in [blue underline](#) are provided, along with [Executive Committee minutes of 1-8-25 and 2-6-25](#)

The new **Board Manual** will be passed out at the meeting.

\* <https://www.dropbox.com/home/Final%20Policy%20Drafts%20for%20Review%20and%20Consideration>