



INLC Board Meeting

Consent Agenda Summary

Nov. 6, 2018

In an effort to expedite board meetings and make the best use of time, board members are asked to give consideration to the following items prior to attending the meeting, and will address these items as a single motion. Discussion of specific items is always allowed with awareness given to keeping the meeting moving on schedule. Any board member may ask for one of the consent agenda items to be considered as a separate motion if they deem it necessary.

Items for consideration:

1. September Board Meeting Minutes – recommended approval
2. September Financials – recommended approval
3. Clarification of Casey Brazil's board term of service: INLC's bylaws allow for two 3-year terms of service. Motion to have Casey's official term start in 2019. – recommended approval
4. Motion to re-authorize bank account signatories: Board officers and Mike Currin – recommended approval
5. Motion to move INLC's Annual Membership Meeting to Jan 22, 2019 – bylaws require annual meetings in or around October. This is impractical with A4C. – recommend approval
6. Metrics: review

**Inland Northwest Land Conservancy
Board of Directors' Meeting Minutes
September 24, 2018**

Board members present: Michelle Anderson, Todd Beyreuther, Carl Griffin, Rod Price, Rob Lindsay, Jake Williamson, and Tom Bradley (by phone)

Board members absent: Michael Currin, Yvonne Smith

Guest present: Casey Brazil

Staff present: Dave Schaub, Vicki Egesdal

Casey Brazil introduced himself before the meeting began.

Quorum having been achieved, Carl Griffin called the meeting to order 3:41 PM.

July board meeting minutes

Upon motion duly made, seconded, and passed, the Board approved as written the previously distributed minutes of the July 31, 2018 board meeting.

August Financials

The board discussed the reports that Vicki Egesdal had prepared. Treasurer Jake Williamson hasn't had a chance to review the financials so the board will hold off on accepting the financials. Jake will send out his report as soon as he has it done.

New conflict of interest policy

Upon motion duly made, seconded, and passed, the Board approved the revised Conflict of Interest Policy as presented.

All board members will need to sign the updated conflict of interest form. Vicki will send out the form as soon as possible. Board members are asked to sign and return it – faxed, scanned or mailed.

Appetite for Conservation

Carl was extremely pleased and thanked the team. Unfortunately the caterer ran out of food – several tables didn't get food – mostly the sponsor tables!!! Dave is working with caterer on compensation. Todd wants it to be clear that the serving staff was fine.

Metrics

Dave presented metrics and asked what the board would like to see going forward. Todd asked if we could show acres protected by project type. Vicki will work with Todd on how best to present that information. Todd would like us to show the value of the work we do, rather than just acres protected.

Conservation Connection

Dave reported that the Conservation Connection program is successful. Dave wants to engage the board more fully and asked each board member sponsor (fill) one Conservation Connection event per year. The event can be at the INLC office, at the board member's home or office, or other venue. Board members are to work with Jolene to schedule. Goal: next year's Appetite for Conservation to be filled with people who have attended Conservation Connections during the year. This year about 50 Appetite guests had been to Conservation Connections. Dave has a signup sheet and asked board members to each sign up for a month.

Rob Lindsay arrived at 4:24

Proposal for capital accounts

Dave noted that the purpose of the various accounts is unclear to him. Dave presented his proposal for the funds (attached). The board is interested in keeping board-designated dollars out of the conservation opportunity fund to maintain flexibility. This is just the beginning of the discussion. Tom Bradley suggests a committee make a proposal. It was agreed that was the role of the executive committee.

Corder easement

The board packet included a proposal authorizing deeding the Corder conservation easement over to Turnbull National Wildlife Refuge, as per the original arrangement with landowner. Michelle Anderson asked about partnership signage. MSP resolution as presented.

Upon motion duly made, seconded, and passed, the Board approved as presented the resolution to deed the Corder conservation easement to Turnbull National Wildlife Refuge

REPI

The board discussed the Navy's proposed multi-year encroachment protection agreement. The 5 year proposal provides \$1 million of initial funding to reduce future development on Lake Pend Oreille. Attorney Craig Trueblood reviewed the agreement. Michelle Anderson and Tom Bradley will review the agreement prior to September 27 to make sure we are not responsible for NEPA and 106.

Upon motion duly made, seconded, and passed, the Board conditionally approved as presented the resolution to enter into the multi-year agreement with the Navy, subject to Michelle Anderson's and Tom Bradley's review of the agreement prior to September 27.

Executive Committee report

Jake Williamson reported that the Executive Committee reviewed the Rimrock to Riverside (R2R) acquisition strategy and recommends that INLC go full steam ahead with due diligence on the R2R properties. Inherent risks include possible fee acquisition of up to 9 properties. Dave Schaub is looking at various funding strategies, including a capital campaign.

Upon motion duly made, seconded, and passed, the Board authorized staff to move forward on due diligence and spend money on appraisals.

Land Protection Committee report

The board reviewed the next 12 months of conservation activity – including Avista projects, 4 CDA Basin projects, Von Lintel, Sprow, and Clausen. Finishing the conservation plan will help with future fundraising.

Dave started a discussion of where we want to be in the future and how we make it sustainable. Ideally INLC would have 3 conservation staff. The EPA's 319 grants are a good opportunity – but we need more staff to take that on.

Rod Price left the meeting at 5:09.

A4C and general fundraisers

Dave distributed profit & loss statements for Appetite for Conservation (A4C) and the 2018 Walla Walla Wine Invitational (WWWI) with comparison to the prior year. There was a 50% return on A4C and only a 10% return on WWWI. Dave wants to stop doing WWWI – it doesn't bring in enough money, it's time consuming, it's expensive, and there's no mission connection. After discussion the consensus was that WWWI was not something we should do again.

New board member

Carl Griffin asked Casey Brazil to leave the meeting. He recommended that the board vote to add Casey Brazil as a new board member.

Upon motion duly made, seconded, and passed, the Board voted Casey Brazil onto the board.

Casey Brazil returned to the meeting.

Dave noted that we need an October board meeting to discuss the Coeur d'Alene Basin Trustee agreement. He proposed Monday, October 22. Rob Lindsay would have to call in. The date was OK with Michelle Anderson and Tom Bradley. Dave will send calendar event to the board as soon as possible.

Meeting adjourned 5:37 PM.

Respectfully submitted,

Vicki Egesdal

Recording Secretary

Inland Northwest Land Conservancy

Balance Sheet Prev Year Comparison

As of September 30, 2018

	Sep 30, 18	Sep 30, 17
ASSETS		
Current Assets		
Checking/Savings	78,868.81	32,449.44
Total Accounts Receivable	26,000.00	16,180.00
Other Current Assets		
11500 · Undeposited Non AR	5,125.37	3,754.01
13000 · Prepaid Business Insurance	4,345.12	3,476.03
13200 · Prepaid Ins - Conservation Ease	1,271.67	1,120.01
Total Other Current Assets	<u>10,742.16</u>	<u>8,350.05</u>
Total Current Assets	<u>115,610.97</u>	<u>56,979.49</u>
Fixed Assets		
15000 · Furniture and Equipment	46,132.08	44,549.13
15050 · In-Kind Capital Equipment	9,947.00	9,947.00
15100 · Accumulated depreciation	-40,784.40	-38,028.57
16000 · Properties Held for Sale	2,950,000.00	0.00
16010 · Crab Creek Headwaters Property	150,994.70	0.00
Total Fixed Assets	<u>3,116,289.38</u>	<u>16,467.56</u>
Other Assets		
17000 · Earnest Money in Escrow	0.00	15,000.00
18050 · Unrestricted Funds		
18000 · Marketable Securities - Unrestr	14,899.93	88.00
18120 · Operating Reserve Fund	1,294,496.54	1,324,277.31
Total 18050 · Unrestricted Funds	<u>1,309,396.47</u>	<u>1,324,365.31</u>
18100 · Restricted Funds		
18129 · Cons Oppty Fund - prev SpecProj	44,608.78	150,519.49
18140 · Stewardship Fund	582,415.43	459,446.92
18150 · Endowment at INWCF	56,522.28	52,769.88
Total 18100 · Restricted Funds	<u>683,546.49</u>	<u>662,736.29</u>
Total Other Assets	<u>1,992,942.96</u>	<u>2,002,101.60</u>
TOTAL ASSETS	<u>5,224,843.31</u>	<u>2,075,548.65</u>
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable	13,948.81	995.00
Credit Cards	107.54	1,278.25
Other Current Liabilities		
24000 · Payroll Liabilities	20,481.05	14,039.97
27500 · Sales Tax Liability	0.00	34.76
28100 · Transfers from/(to) checking	-10,000.00	0.00
Total Other Current Liabilities	<u>10,481.05</u>	<u>14,074.73</u>
Total Current Liabilities	<u>24,537.40</u>	<u>16,347.98</u>
Total Liabilities	<u>24,537.40</u>	<u>16,347.98</u>
Equity		
31300 · Perm. Restricted Net Assets	52,189.03	51,915.97
31500 · Temp. Restricted Net Assets	641,951.23	647,455.41
32000 · Unrestricted Net Assets	3,126,448.03	11,718.38
32100 · Board Restricted Assets	1,285,870.00	1,285,870.00
Net Income	93,847.62	62,240.91
Total Equity	<u>5,200,305.91</u>	<u>2,059,200.67</u>
TOTAL LIABILITIES & EQUITY	<u>5,224,843.31</u>	<u>2,075,548.65</u>

Inland Northwest Land Conservancy
Profit & Loss by Class
July through September 2018

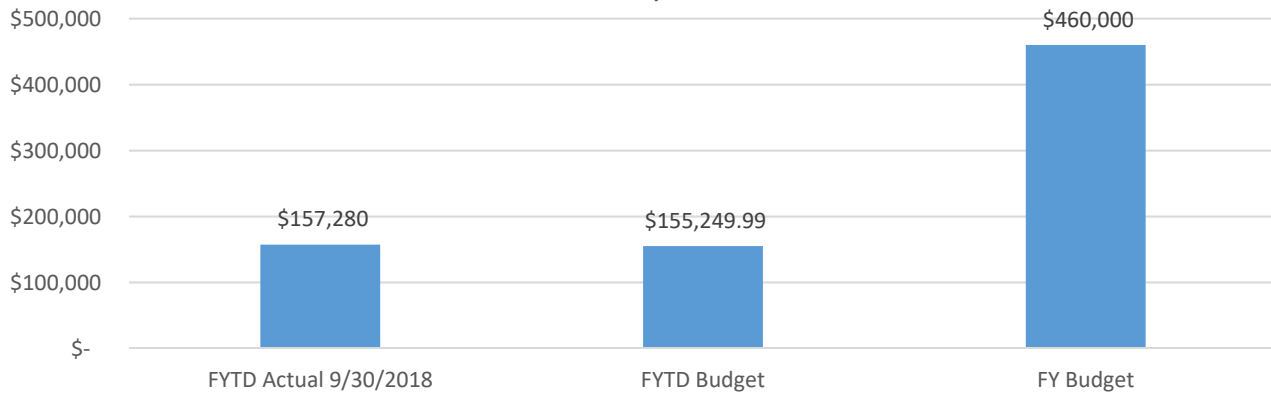
	Total EASEMT STEW (PROG)	Total FEE LAND MGMT (PROG)	Total WLL (PROG)	COMMUNITY CONSERVATI ON (PROG)	Total PROG	FR - Gen (FR)	Walla Walla 2019 (FR)	A4C 2018 (FR)	Total FR	Total MGMT	SHARED	TOTAL
Ordinary Income/Expense												
Income												
Total 40100 - Individual Giving	0.00	0.00	0.00	0.00	0.00	45,708.15	0.00	2,522.47	48,230.62	0.00	0.00	48,230.62
Total 40500 - Grants	0.00	0.00	0.00	0.00	0.00	61,500.00	0.00	0.00	61,500.00	7,500.00	0.00	69,000.00
Total 50000 - Fundraising Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	39,831.83	39,831.83	0.00	0.00	39,831.83
Total 40200 - Corporate Contributions	0.00	0.00	0.00	0.00	0.00	17.65	0.00	0.00	17.65	0.00	0.00	17.65
47000 - Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	0.00	200.00
Total Income	0.00	0.00	0.00	0.00	0.00	107,225.80	0.00	42,354.30	149,580.10	7,700.00	0.00	157,280.10
Gross Profit	0.00	0.00	0.00	0.00	0.00	107,225.80	0.00	42,354.30	149,580.10	7,700.00	0.00	157,280.10
Expense												
Total 60000 - Payroll Expenses	2,852.29	342.90	20,966.09	19,530.92	43,692.20	5,490.77	28.03	4,005.05	9,523.85	6,716.31	5,983.70	65,916.06
Total 66000 - Fundraising Event Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14,164.40	14,164.40	0.00	0.00	14,164.40
Total 60500 - Employee Benefits	432.64	51.94	3,081.41	3,047.23	6,613.22	984.88	4.61	663.02	1,652.51	978.94	950.64	10,195.31
62000 - Operations												
62100 - Telephone, Internet, Web	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	662.71	662.71
62200 - Supplies	0.00	0.00	0.00	239.37	239.37	187.68	0.00	0.00	187.68	129.47	298.02	854.54
62300 - Postage & Mailing	0.00	0.00	12.15	135.74	147.89	0.00	0.00	44.39	44.39	0.00	25.00	217.28
62400 - Printing, Copies	0.00	0.00	640.15	0.00	640.15	0.00	0.00	84.46	84.46	0.00	0.00	724.61
62700 - Travel, Meals	0.00	0.00	0.00	43.38	43.38	0.00	0.00	0.55	0.55	0.82	0.00	44.75
62750 - Meeting Expense	0.00	0.00	0.00	86.78	86.78	12.01	0.00	0.00	12.01	0.00	0.00	98.79
62900 - Professional Devel & Conference	0.00	0.00	1,091.60	713.17	1,804.77	528.30	0.00	0.00	528.30	0.00	0.00	2,333.07
62910 - Membership and dues	0.00	0.00	318.28	355.00	673.28	0.00	0.00	0.00	0.00	0.00	0.00	673.28
63000 - Insurance- Bus, Prop, D&O Liab	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,012.22	2,012.22
64200 - Computer Support	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	31.93	31.93
Total 64400 - Contracted Services	0.00	0.00	0.00	4,317.00	4,317.00	0.00	0.00	6,685.20	6,685.20	0.00	0.00	11,002.20
65000 - Communications & Marketing	0.00	0.00	0.00	168.00	168.00	0.00	0.00	0.00	0.00	31.08	0.00	199.08
Total 72301 - Investment Advisor/Fees	494.19	0.00	0.00	0.00	494.19	473.56	0.00	0.00	473.56	0.00	956.67	1,924.42
Total 62000 - Operations	494.19	0.00	2,062.18	6,058.44	8,614.81	1,201.55	0.00	6,814.60	8,016.15	161.37	3,986.55	20,778.88
Total 67000 - Donor Development Expense	0.00	0.00	0.00	0.00	0.00	147.00	0.00	0.00	147.00	0.00	10.86	157.86
Total 61100 - Rent, Parking, Utilities	0.00	0.00	359.60	101.26	460.86	0.00	0.00	0.00	0.00	0.00	3,702.82	4,163.68
Total 62500 - Direct Program Expense	826.98	0.00	78.96	27.20	933.14	28.59	0.00	0.00	28.59	0.00	25.00	986.73
72300 - Bank and Billing Fees	0.00	0.00	0.00	0.00	0.00	100.14	0.00	1,002.57	1,102.71	90.00	0.00	1,192.71
74000 - Board	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	135.14	0.00	135.14
Total Expense	4,606.10	394.84	26,548.24	28,765.05	60,314.23	7,952.93	32.64	26,649.64	34,635.21	8,081.76	14,659.57	117,690.77
Net Ordinary Income	-4,606.10	-394.84	-26,548.24	-28,765.05	-60,314.23	99,272.87	-32.64	15,704.66	114,944.89	-381.76	-14,659.57	39,589.33
Other Income/Expense												
Other Income												
Total 45000 - Investment Interest	2,053.88	0.00	34.25	0.00	2,088.13	0.00	0.00	0.00	0.00	24.28	5,116.15	7,228.56
49000 - In-Kind Contributions	0.00	0.00	6,608.80	3,470.00	10,078.80	0.00	0.00	300.00	300.00	0.00	0.00	10,378.80
Total 86000 - Realized/Unrealized Gain/Loss	20,671.94	0.00	0.00	0.00	20,671.94	1,178.11	0.00	0.00	1,178.11	0.00	25,179.68	47,029.73
Total Other Income	22,725.82	0.00	6,643.05	3,470.00	32,838.87	1,178.11	0.00	300.00	1,478.11	24.28	30,295.83	64,637.09
Other Expense												
Total 69500 - In-Kind Expense	0.00	0.00	6,608.80	3,470.00	10,078.80	0.00	0.00	300.00	300.00	0.00	0.00	10,378.80
78500 - Other Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Expense	0.00	0.00	6,608.80	3,470.00	10,078.80	0.00	0.00	300.00	300.00	0.00	0.00	10,378.80
Net Other Income	22,725.82	0.00	34.25	0.00	22,760.07	1,178.11	0.00	0.00	1,178.11	24.28	30,295.83	54,258.29
Net Income	18,119.72	-394.84	-26,513.99	-28,765.05	-37,554.16	100,450.98	-32.64	15,704.66	116,123.00	-357.48	15,636.26	93,847.62
Percent of Total Expense per Cost Center					62%				31%	7%		

Inland Northwest Land Conservancy
Profit & Loss Prev Year Comparison
July through September 2018

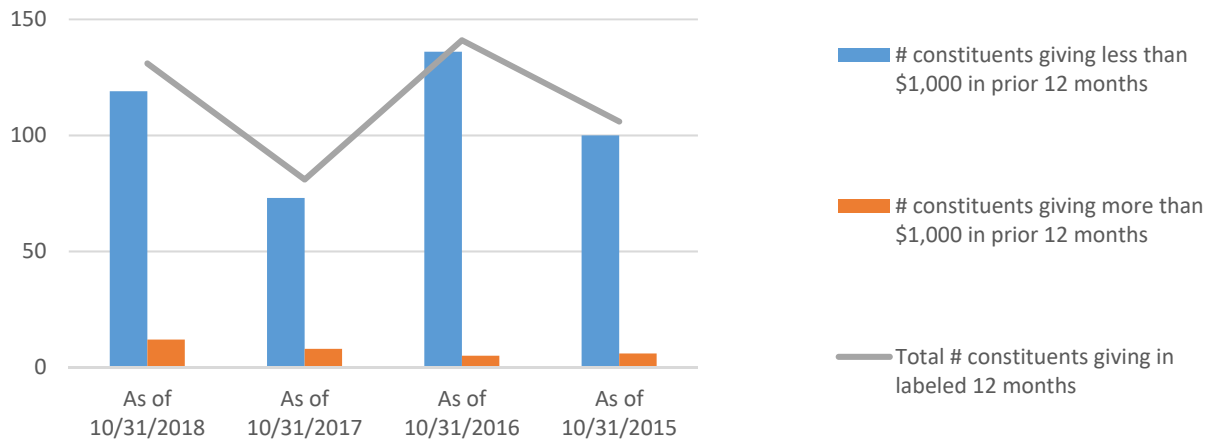
	<u>Jul - Sep 18</u>	<u>Jul - Sep 17</u>
Ordinary Income/Expense		
Income		
40100 · Individual Giving	48,230.62	22,290.00
40500 · Grants	69,000.00	30,000.00
50000 · Fundraising Revenue	39,831.83	53,860.00
40200 · Corporate Contributions	17.65	21,951.07
47000 · Miscellaneous Revenue	200.00	265.00
48000 · Program Income	0.00	4,651.50
Total Income	<u>157,280.10</u>	<u>133,017.57</u>
Gross Profit	157,280.10	133,017.57
Expense		
60000 · Payroll Expenses	65,916.06	48,077.64
66000 · Fundraising Event Expenses	14,164.40	24,055.53
60500 · Employee Benefits	10,195.31	8,889.03
62000 · Operations		
62100 · Telephone, Internet, Web	662.71	714.72
62200 · Supplies	854.54	744.46
62300 · Postage & Mailing	217.28	46.06
62400 · Printing, Copies	724.61	317.60
62600 · Off-site records storage	0.00	300.00
62700 · Travel, Meals	44.75	332.15
62750 · Meeting Expense	98.79	59.06
62900 · Professional Devel & Conference	2,333.07	676.20
62910 · Membership and dues	673.28	1,031.00
63000 · Insurance- Bus, Prop, D&O Liab	2,012.22	1,489.74
64200 · Computer Support	31.93	145.70
64400 · Contracted Services	11,002.20	33,446.80
65000 · Communications & Marketing	199.08	149.00
72301 · Investment Advisor/Fees	1,924.42	1,834.24
Total 62000 · Operations	<u>20,778.88</u>	<u>41,286.73</u>
67000 · Donor Development Expense	157.86	706.93
61000 · Facilities and Equipment		
61100 · Rent, Parking, Utilities	4,163.68	4,357.44
Total 61000 · Facilities and Equipment	<u>4,163.68</u>	<u>4,357.44</u>
62500 · Direct Program Expense	986.73	2,030.19
72300 · Bank and Billing Fees	1,192.71	251.98
74000 · Board	135.14	27.20
Total Expense	<u>117,690.77</u>	<u>129,682.67</u>
Net Ordinary Income	39,589.33	3,334.90
Other Income/Expense		
Other Income		
45000 · Investment Interest	7,228.56	3,178.23
49000 · In-Kind Contributions	10,378.80	5,907.20
86000 · Realized/Unrealized Gain/Loss	47,029.73	55,727.78
Total Other Income	<u>64,637.09</u>	<u>64,813.21</u>
Other Expense		
69500 · In-Kind Expense	10,378.80	5,907.20
78500 · Other Expense	0.00	0.00
Total Other Expense	<u>10,378.80</u>	<u>5,907.20</u>
Net Other Income	<u>54,258.29</u>	<u>58,906.01</u>
Net Income	<u><u>93,847.62</u></u>	<u><u>62,240.91</u></u>

Metrics Page 1
Revenue, Supporters, Followers

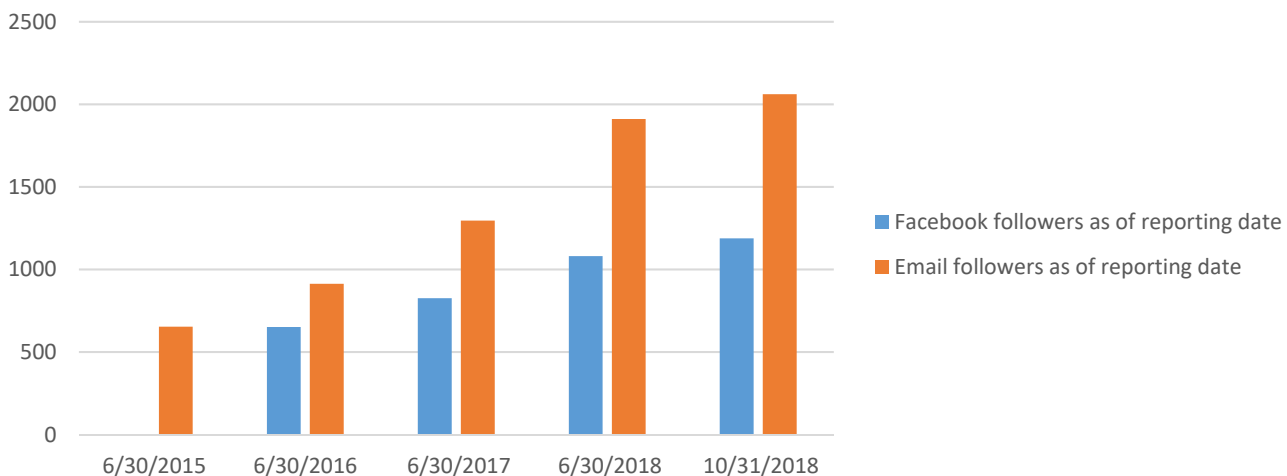
Operating Revenue
Budget vs. Actual
FY 18/19



Supporters



Social Media Followers



Metrics Page 2

Land Protection and Stewardship

