

## **Land Management Committee Charter**

Approved 2-26-2019

### **Purpose**

The Land Management Committee is responsible for the oversight and guidance in the management of land acquired by the Orleans Conservation Trust.

### **Authority**

The Committee is authorized to pursue, without constraint or participation of the staff, matters within its scope of responsibilities.

### **Composition**

Only Trustees and OCT Members may serve on the Committee. The Committee shall be composed of at least three and not more than six Trustees and/or Members. The President shall appoint the Committee Chair and members of the Committee, subject to Board approval.

The President and Director of the Trust shall serve as ex-officio non-voting members of the Committee. The President may, in certain cases and in consultation with the Chair, appoint specially qualified non-Trustees to serve on the Committee.

### **Term**

Committee members shall serve a one-year term. All terms commence upon a favorable vote from the Trustees at the Board meeting following the Annual Meeting, or, if a member is appointed after said Board meeting, such member's term shall run from the date of appointment until the Board meeting following the next Annual Meeting. During a member's term, the member may resign or be removed by the Board. There are no limits on the number of terms a member may serve. It is preferred that the Committee Chair have previously served at least one year as a member of the Committee.

### **Meetings**

The Committee shall meet in-person at least quarterly each year, and more frequently as circumstances dictate. A majority of the members of the Committee shall constitute a quorum sufficient for the taking of any action. A majority vote of the quorum shall be the decision of the Committee.

In the absence of the Committee Chair, the Committee shall appoint by majority vote a member of the Committee to serve as Committee Chair. Committee meetings shall be open to any Trustee with prior consent of the Chair.

Meetings may be held by telephone conference so long as all members of the Committee can hear each other. Participating in a meeting by telephone shall constitute a presence at the meeting.

### **Responsibilities**

The Committee's general responsibilities include:

- Taking into consideration a parcel's size, location, access and any resource values, the Management Committee makes recommendations to the Board relative to management of a property held by the Trust.
- Work with the Director, other staff and resources, to review and update, as needed, the Property Inventory and Land Management Plans for in fee properties and conservation restrictions.
- Assist the Director with implementation of annual conservation restriction (CR) monitoring and related follow-up activities for CRs held by the Trust in accordance with any specific provisions of each CR, including any communication and reporting with CR landowners and other landowners to build good long-term relationships.
- Work with the Director and Land Acquisition Committee on proposed new land purchases or new CRs to provide feedback on land management goals including review of draft agreements and baseline documentation reports.
- Work with the Director, and if applicable coordinate with the Fundraising and Membership Committee, to advocate for land management resource needs, including but not limited to: grants, internships, fundraising events and partnerships.
- Administer and Annually review those policies that fall under the jurisdiction of the Committee, and make recommendations for any changes, if necessary, to the board.
  - As of 2019, these include the Memorial Benches, Rocks and Trees Policy, the Vista and Vegetation Policy and Procedures, and the Hunting Policy.

**Other Responsibilities:**

- At its first meeting of the year, establish Committee calendar, timeline and guidelines for tasks to be completed during the year.
- Annually conduct a self-evaluation of the Committee's performance and report the results to the Board.
- Keep the Board informed of all material events and activities.
- Report to the Board the results of Committee meetings.
- Perform such other duties as are necessary or appropriate to further the Committee's purposes, or as the Board may assign to it from time to time.

**Conflicts of Interest**

If any member of the Committee shall have, or appear to have, a conflict of interest that impairs or appears to impair the respective member's ability to exercise independent and unbiased judgment in the good faith discharge of his or her duties, he or she shall disclose such conflicts and recuse himself/herself prior to meaningful discussion.