



**MINUTES**  
Board of Trustees Meeting  
June 13, 2024

**ATTENDANCE**

**Trustees:**

Sissy Crowther, Chair  
Viola Baskerville  
Eleanor Brown  
Elizabeth Copeland  
Elsie Delva  
Tack Richardson  
Absent: Ali Afonja

**Staff:**

Brett Glymph, Executive Director  
Ruth Babylon, Sr. Conservation Specialist  
Bobbie Cabibbo, Executive Assistant  
Kathy Combs, Finance Manager  
Leslie Grayson, Deputy Director  
Heather Hall, Contracting Manager  
Martha Little, Deputy Director  
Dave Morton, IT Director  
Emma Weaver, Grants Assistant  
Emily White, Grants Director

**Other Attendees:**

Ellen Shepherd, Virginia United Land Trusts (VaULT)  
Rich Mahevich, Office of the Attorney General  
John Eustis, New River Land Trust  
Rachel Henry, Virginia Farm Bureau

Meeting was called to order at 10:00 a.m. by Sissy Crowther, Chair.

**Approval of the Order of Business**

Motion made by Eleanor Brown to approve the order of business; motion seconded by Viola Baskerville and passed unanimously.

**Public Comments**

Emily White introduced John Eustis, Executive Director of the New River Land Trust who thanked staff and trustees for the support VOF has provided to the Brush Mt. projects and VaULT capacity building grant. A video of the Brush Mountain Trail was shown, which is on file with the permanent record of this meeting.

**Resolutions Honoring Trustees**

Brett Glymph read the Resolution honoring the contributions to VOF of Viola Baskerville. Viola thanked the staff for its competency, Brett for her exceptional leadership and the trustees for the fellowship. She shared that it was her honor to serve.

Brett then read the Resolution honoring the contributions to VOF of Eleanor Brown. Eleanor reflected on her 8 years at VOF and that it was a transformative time. She remarked that she truly values the staff commitment, the mutual support they show to one another and their regard for the mission of VOF.

Sissy recognized both trustees' leadership through the Mountain Valley pipeline mitigation process and for growing our fiscal stability.

A motion was made by Tack Richardson to approve the resolution honoring Viola Osborne Baskerville; motion seconded by Elizabeth Copeland and passed unanimously. (ATTACHMENT A)

Motion made by Elizabeth Copeland to approve the resolution honoring Eleanor Weston Brown; motion seconded by Elsie Delva and passed unanimously. (ATTACHMENT B)

## APPROVAL OF MINUTES

Motion made by Elizabeth to accept and approve the minutes of the March 26 & 27, 2024 Board of Trustees Meetings and the minutes of the Finance Audit and Compliance Committee meeting on March 27, 2024; motion seconded by Elsie Delva and passed unanimously.

## DIRECTOR'S REPORT

Brett covered the following items:

- The final round of the Mountain Valley Pipeline Mitigation Grant Program will be announced in July.
- asked the trustees to give Bobbie “avoid” dates for the 2025 meetings.
- reported attendance at the award ceremony at Environment Virginia in Lexington where two VOF projects received Governor’s Award of Excellence – Red Hill and Pierce’s Low Ground
- The Office of Working Lands Preservation has moved from Virginia Department of Agriculture and Consumer Services (VDACS) to the Department of Forestry and VOF is on the partner input committee.

Brett asked Martha for an update on the solar regulations process. VOF has been working with the Department of Environmental Quality (DEQ) proposed solar regulations group as a subject matter expert. Permit by rule process focuses on the impacts to farmland and soils. Mitigation and use of conservation easements will be one focus of the committee. Her comments are on file with the permanent record of this meeting

## Owned Lands Report

A VOF drone video, taken by Dave Morton, of Kohl’s Island was shared. This video is on record with the permanent record of this meeting. Leslie Grayson went over the Owned Lands report highlights.

## Financial Report & FY25 Budget & Resolution

Motion made by Eleanor to adopt the FY25 Budget as presented, using the same allocations outlined in Resolution R-23-05 for the Preservation Trust Fund (PTF), \$250,000 for cost only VOF easement assistance, \$250,000 for locality easement assistance and the remainder for two grant rounds (natural resource and public access projects); motion recommended by the Finance, Audit and Compliance Committee therefore a second is not needed and motion passed unanimously. (ATTACHMENT C)

## LAND CONSERVATION

A visual presentation containing program overview material was narrated by Emily which is on file permanently with the record of this meeting.

Leslie and Martha did an overview of the conservation projects on the agenda within each region.

Motion made by Elizabeth to approve projects as listed on the chart below including all recommended funding amounts; motion seconded by Elsie and passed unanimously.

### Land Conservation Projects Approved

| Applicant                                    | Holder and Type of Real Estate Interest | Funding Type | Funding \$ Approved | Locality             | Protected Acres |
|--|---|--------------|---------------------|----------------------|-----------------|
| City of Salem                                | VOF Easement                            | PTF Grant    | 225,000             | City of Salem        | 1.34            |
| Homestate Properties, LLC                    | VOF Easement                            | PTF Grant    | 149,250             | Floyd County         | 238.95          |
| New River Land Trust                         | VOF Easement                            | PTF Grant    | 175,500             | Giles County         | 107             |
| New River Soil & Water Conservation District | SWCD<br>Deed of Dedication              | PTF Grant    | 145,500             | Grayson County       | 65              |
| Town of Elkton                               | Town of Elkton<br>Deed of Dedication    | PTF Grant    | 155,500             | Rockingham<br>County | 1.88            |

## Land Conservation Projects Approved (cont'd)

| Applicant  | Holder and Type of Real Estate Interest | Funding Type                | Funding \$ Approved | Locality                         | Protected Acres |
|--|---|-----------------------------|---------------------|----------------------------------|-----------------|
| Town of Pound  | Town of Pound Deed of Dedication        | PTF Grant                   | 40,900              | Wise County                      | 3.41            |
| Town of Pulaski  | Town of Pulaski Deed of Dedication      | PTF Grant                   | 90,500              | Pulaski County                   | 160             |
| Gary A. and Darren A. Pultz  | VOF Easement                            | PTF Grant Allocated in 2020 | 50,000              | Rockbridge County                | 127.065         |
| Wesley A. and Jeana W. Dew   | VOF Easement                            | N/A                         | N/A                 | Alleghany/ Botetourt             | 263.629         |
| Marlon D. Old  | VOF Easement                            | N/A                         | N/A                 | Craig County                     | 81 +/-          |
| Beatrice C. Goodbar Revocable Trust, Timothy L. Goodbar Sr. Sole Trustee | VOF Easement                            | PTF Grant                   | 262,300             | Rockbridge County                | 182.811         |
| Mary and Jack McDonald, III  | VOF Easement                            | N/A                         | N/A                 | Roanoke County                   | 91.055          |
| Goochland County Public Schools  | Goochland County Deed of Dedication     | PTF Grant                   | 323,576             | Goochland County                 | 1.32            |
| Northern Virginia Conservation Trust                                     | Stafford County Easement                | PTF Grant                   | 110,653             | Stafford County                  | 19.5            |
| The Trust for Public Land Patawomeck Tribe                               | VOF Easement                            | PTF Grant                   | 333,000             | Spotsylvania & Caroline Counties | 864             |
| Michael S. and Kimberly T. Farson  | VOF Easement                            | PTF Grant                   | 161,000             | Halifax County                   | 293.734         |
| David M. Cardwell, Jr & Lindsey J. Cardwell                              | VOF Easement                            | PTF Assist                  | 14,000              | Campbell County                  | 104.667         |
| Pendleton M. Shiflett, III et al   | VOF Easement                            | N/A                         | N/A                 | Fluvanna County                  | 149             |
| City of Portsmouth   | VOF Easement                            | PTF Grant                   | 501,663             | City of Portsmouth               | 1.8             |
| 3 Creeks Properties, LLC   | VOF Easement                            | N/A                         | N/A                 | Southampton County               | 160 +/-         |
| 3 Creeks Farm, LLC   | VOF Easement                            | N/A                         | N/A                 | Southampton County               | 180 +/-         |
| J.H. Lee & Sons, Inc.  | VOF Easement                            | N/A                         | N/A                 | Southampton County               | 187.07          |
| Benjamin and Shannon Ellis   | VOF Easement                            | N/A                         | N/A                 | Caroline County                  | 357.886         |

### Go Fund

Emily presented the projects and recommended funding amounts submitted by staff for board approval. Motion made by Eleanor to approve the projects and recommended funding as presented on the agenda and motion seconded by Elsie and passed unanimously. (see chart on following page)

## Get Outdoors Fund Approved Projects

| Project Description                               | Applicant                      | Funding \$ Approved | Locality                |
|---|--------------------------------|---------------------|-------------------------|
| Town of Grundy Access Ramp                        | Town of Grundy                 | 15,000              | Buchanan                |
| Handicap River Access and Recreational Area       | Town of Haysi                  | 25,000              | Dickenson County        |
| Freedom High School: Taking Kids Outdoors (TKO)   | Freedom High School            | 25,000              | Prince William County   |
| Shenandoah Trailblazers – Charlottesville         | Shenandoah National Park Trust | 22,000              | City of Charlottesville |
| Complete Building a Pavilion                      | Jessica Ann Moore Foundation   | 25,000              | Sussex County           |
| Outdoor Classroom and Community Building          | King and Queen County          | 24,250              | King and Queen County   |
| Petersburg Area Summer S.T.R.E.A.A.M.M.           | Petersburg is Growing          | 24,000              | City of Petersburg      |
| Farm Infrastructure and Capacity Building         | Renew Richmond                 | 22,000              | City of Richmond        |
| Youth Engagement in Designing a New Richmond Park | City of Richmond               | 24,000              | City of Richmond        |

### **CLOSED SESSION for Discussion as provided for in the Code of Virginia §2.23711(A)(3) AND (7)**

Bobbie read and Eleanor moved:

Madame Chair, I move that the Board go into a closed meeting pursuant to Section 2.2-3711.A.7 and 3 for:

1. consultation with legal counsel and briefings by staff members pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiation or litigating posture of the public body, and consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel with respect to Caroline County Project 4803 and
2. for discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the Board, with respect to Rockfish Parcel Sale – in Nelson County

This closed meeting will be attended only by members of the Board. However, pursuant to Section 2.2- 3712 (F), the Board requests the VOF’s Attorney in this matter, the Executive Director, the Deputy Directors, & Executive Assistant attend, as it believes their presence will reasonably aid the committee in its consideration of topics that are the subject of the meeting.

Motion seconded by Tack and passed unanimously.

### **Certification of Closed Session**

WHEREAS, The Board of Trustees conducted a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and WHEREAS, Section 2.2-3712.D of the Code requires a certification by this Board that such closed meeting was conducted in conformity with Virginia law; NOW, THEREFORE, BE IT RESOLVED that the Board hereby certifies that, to the best of each member’s knowledge, only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board.

Sissy Crowther so certified; Viola Baskerville so certified; Eleanor Brown so certified; Elizabeth Copeland so certified; Tack Richardson so certified; and Elsie Delva so certified.

### **Resolution to Authorize Sale of Rockfish**

Motion made by Tack to pass the resolution as presented; motion seconded by Elsie and passed unanimously. (ATTACHMENT D)

### **Adjournment**

Meeting adjourned at 12:35 p.m.



## RESOLUTION

**VIRGINIA OUTDOORS FOUNDATION (VOF)  
BOARD OF TRUSTEES  
RESOLUTION TO RECOGNIZE THE SERVICE OF  
VIOLA OSBORNE BASKERVILLE**

*Whereas, Viola Osborne Baskerville served as Trustee for the Virginia Outdoors Foundation (VOF) from 2016 - 2024, having received appointments by Governors McAuliffe and Northam; and*

*Whereas, Viola, a skilled, experienced and respected stateswoman in the best of Virginia's political tradition brought her influence to bear for the good of the order; and*

*Whereas, Viola led the 2020 legislative outreach efforts of the agency, resulting in meaningful legislative changes that expanded agency resources and scope in furtherance of land conservation in Virginia; and*

*Whereas, Viola brought new perspectives and insights into the work and was an advocate for community conservation covering every corner of the Commonwealth to ensure the greatest public benefit of land conservation for all; and*

*Whereas, Viola was unwavering in her support of the mission of VOF and could be counted on always to be a vote for conservation; therefore*

*Be Resolved, by the Virginia Outdoors Foundation Board of Trustees on this 13<sup>th</sup> day of June 2024, That the trustees and staff of Virginia Outdoors Foundation wish to express their sincere appreciation for the time, loyalty and dedicated service Viola has given to the Virginia Outdoors Foundation.*

*ADOPTED by a vote of 6 for and 0 against*

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*ATTEST: Brett Christina Glymph, Executive Director*



## RESOLUTION

**VIRGINIA OUTDOORS FOUNDATION (VOF)  
BOARD OF TRUSTEES  
RESOLUTION TO RECOGNIZE THE SERVICE OF  
ELEANOR WESTON BROWN**

*Whereas, Eleanor Weston Brown served as Trustee for the Virginia Outdoors Foundation (VOF) from 2016- 2024 and Chair of the Board of Trustees for VOF from 2017- 2021; and*

*Whereas, Eleanor, always generous with her time, led a board committee to ensure the proper stewardship of agency finances to protect Virginia's investment in land conservation; and*

*Whereas, Eleanor guided VOF with a deft hand through significant challenges and achievements; and*

*Whereas, Eleanor exemplified the best of what constitutes a servant leader, always willing to listen, debate fairly and work toward building consensus; and*

*Whereas, Eleanor was unwavering in her support of the mission of VOF and could be counted on always to be a vote for conservation; therefore*

*Be Resolved, by the Virginia Outdoors Foundation Board of Trustees on this 13<sup>th</sup> day of June 2024, That the trustees and staff of Virginia Outdoors Foundation wish to express their sincere appreciation for the time, loyalty and dedicated service Eleanor Weston Brown has given to the Virginia Outdoors Foundation.*

*ADOPTED by a vote of 6 for and 0 against*

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*ATTEST: Brett Christina Glymph, Executive Director*



**RESOLUTION**

**VIRGINIA OUTDOORS FOUNDATION (VOF)  
BOARD OF TRUSTEES  
A RESOLUTION TO ADOPT THE PROPOSED  
FISCAL YEAR 2025 CONSERVATION PROGRAMS BUDGET**

WHEREAS, the fiscal year for the Virginia Outdoors Foundation (VOF) is 1 July through 30 June; and

WHEREAS, a fiscal year Budget is developed and adopted to provide planning and program guidance to the VOF Board of Trustees and the VOF Management Team; and

WHEREAS, Budget calculations are developed from the best available information before the commencement of the new fiscal year; and

WHEREAS, line items in the budget are for planning and program allocation purposes and actual expenditures may vary from adopted Budget projections as long as total expenses do not exceed available revenues; now, therefore, be it

RESOLVED by the Virginia Outdoors Foundation Board of Trustees this 13th day of June 2024, That the Fiscal Year 2025 Budget be approved as attached.

ADOPTED by a vote of 6 for and 0 against

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ATTEST: Brett Christina Glymph, Executive Director

| <b>Virginia Outdoors Foundation</b>     |                      |                     |              |
|---|----------------------|---------------------|--------------|
| <b>General Operating Budget</b>         |                      |                     |              |
|   | <b>BUDGET FY24</b>   | <b>BUDGET FY25</b>  | variance     |
| <b>Income</b>                           |                      |                     |              |
| 4000 Unrestricted Contributions         | 88,000               | 58,000              | -52%         |
| 4001 General Fund Appropriation         | 1,752,750            | 1,752,750           | 0%           |
| 4120 Investment Earnings                | 70,000               | 400,000             | 83%          |
| PTF investment Earnings                 |                      | 100,000             | 100%         |
| 4200 Recordation Fees                   | 2,600,000            | 2,300,000           | -13%         |
| 4220 Cost Recoveries                    | 350,000              | 550,000             | 36%          |
| 4230 LPC Stewardship Funds              | 550,000              | 350,000             | -57%         |
| <b>Total Income</b>                     | <b>\$ 5,410,750</b>  | <b>\$ 5,510,750</b> | <b>2%</b>    |
| <b>Expenses</b>                         |                      |                     |              |
| 5100 Personal Services                  | 4,277,752            | 4,642,850           | 8%           |
| 5300 Contractual Services               | 435,000              | 200,000             | -118%        |
| 5400 Technology                         | 310,000              | 215,000             | -44%         |
| 5500 General Services                   | 325,000              | 243,000             | -34%         |
| 5560 Training and Development           | 25,000               | 26,400              | 5%           |
| 5570 Outreach/Communication             | 30,000               | 23,500              | -28%         |
| 5700 VaULT Program / Grant Expenditures | 200,000              | 130,000             | -54%         |
| 5704 Go Fund/Wetlands Watch             | 300,000              | 0                   |              |
| <b>Total Expenses</b>                   | <b>5,902,752</b>     | <b>5,480,750</b>    | <b>-8%</b>   |
| <b>Net Operating Income</b>             | <b>(492,002)</b>     | <b>30,000</b>       | <b>1740%</b> |
| <b>Other Expenditures</b>               |                      |                     |              |
| 9800 Fixed asset purchases              | 75,000               | 30,000              |              |
| <b>Total Other Expenses</b>             | <b>75,000</b>        | <b>30,000</b>       |              |
| <b>Net Other Income</b>                 | <b>(75,000)</b>      | <b>(30,000)</b>     |              |
| <b>Net Income</b>                       | <b>(567,002)</b>     | <b>0</b>            |              |
| Survey Funds                            | \$ 544,000.00        |                     |              |
| Accumulated Funds                       | \$ 23,002.00         |                     |              |
|   | <b>\$ 567,002.00</b> |                     |              |





**RESOLUTION**  
**VIRGINIA OUTDOORS FOUNDATION**  
**BOARD OF TRUSTEES AUTHORIZES SALE OF NELSON COUNTY LAND**

WHEREAS, the Virginia Outdoors Foundation (VOF) owns a certain parcel of land donated with the requirement that the Property be managed according to the statutory purposes for which VOF was created pursuant to Chapter 525 of the Acts of 1966, Chapter 18, Title 10.1 Sections 10.1-1800 *et seq.* of the Code of Virginia, and that any future conveyance of the Property would assure the protection of the Property as open-space in perpetuity; and

WHEREAS, the parcel is known as the “Rockfish Property,” 86.017 acres of land along the Rockfish River in Nelson County, and was conveyed to VOF as replacement land to satisfy the requirements of Virginia Code Section 10.1-1704 as part of an application by The Atlantic Coast Pipeline, LLC, which planned a gas pipeline route affecting land subject to easements held by VOF; and

WHEREAS, the Atlantic Coast Pipeline was never constructed and the VOF open space easements that were intended to be impacted by the construction of the gas pipeline were never converted from open space; and

WHEREAS, VOF staff approached Nelson County, local and regional outdoors groups, park authorities and state agencies in an effort to transform the property to a public park, recreational river access, or public open space but was unable to secure a partner or potential new owner and manager/operator for the property; and

WHEREAS, the Virginia Outdoors Foundation has other owned lands of high conservation value that are planned for retained ownership and that have management needs that could benefit and be funded in part by proceeds from the sale of the above parcel; now therefore, be it

RESOLVED by the Virginia Outdoors Foundation Board of Trustees this 13<sup>th</sup> day of June, 2024, that the Executive Director, in consult with the Chair, will list the Rockfish Property with a realtor to be made subject to an open-space easement containing perpetual deed restrictions designed to protect the specific conservation values in perpetuity and may accept an offer for the 86.017 acres on terms and conditions the Executive Director and Chair deem reasonable, the proceeds from the sale to be dedicated to support and benefit conservation work and programs and be it

FURTHER RESOLVED that the Executive Director is authorized to execute all documents and take all actions necessary on behalf of the Foundation to accomplish such offer, sale, and allocation of proceeds.

ADOPTED by a vote of 6 for and 0 against

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ATTEST: Brett Christina Glymph, Executive Director