



Board of Directors Meeting

4:00 pm, September 22, 2020

AGENDA

- A. **What's Coastal Mountains Land Trust got going on right now?** (pg. 3)
- B. **Board Update:** Sign ups complete for LTA Rally (Oct. 6-8) & Economic development class (9/22–10/20)
- C. **Board Discussion:** Introduction to First Light Learning Track (pg. 6) – Roy Call & Heather Rogers
- D. **Board Focus on Development:** Recruiting of New Members / Conservation Partners
- E. **Land Trust History:** Bessey Tract, Meadow Brook Preserve (Hurds Pond)
Hall Conservation Easement, Belfast
Black Conservation Easement, Lincolnville

F. **Action Items:**

1. Proposed Board Motion: To approve minutes from the July 28, 2020 monthly meeting of the Board, (pg. 8)

2. Proposed Board Motion: Recreational Trails Grant program approval (pg. 13)

The Board of Directors hereby approves to authorize a resolution to allow its Executive Director to submit an application for \$120,000 in support for the development of the Round the Mountain trail from the 2020 Recreational Trails Program.

3. Reports

- 1. Priorities We're Working On** – President & Executive Director
 - a. Capital Fundraising
 - b. Building Committee highlights
 - c. Community Engagement efforts – schools, Naturalist programs
 - d. Membership Committee Discussion
 - e. River Restoration initiatives (Megunticook / Goose River)
- 2. Major Gifts Committee** (minutes, pg. 14)
- 3. Membership & Marketing Committee** (minutes, pg. 15)
- 4. Finance and Investment Committee** (minutes, pg. 23)
- 5. Land Protection Committee** (minutes, pg. 31)

6. **Stewardship Committee** (*minutes, pg. 33*)
7. **Building Committee** (*minutes, pg. 35*)
8. **Board Advancement Committee** (*no meeting*)
9. **Executive Committee** (*no meeting*)

4. Executive Session

October Committees / Board Meetings:

| | |
|---------------------------------|--|
| Tues., Sept. 22, 5:30pm | CMLT Virtual Annual Meeting |
| TBD, October | Building Committee |
| Friday, Oct. TBD | Noon: Membership and Marketing Committee |
| Tues., October 13th | 1:15pm Stewardship Committee 4:00pm Executive Committee |
| Weds., October 14 th | 2pm Major Gifts Committee 3:30pm Land Protection Committee |
| Weds, October 21 st | 1:00pm Finance Committee 2:30pm Board Advancement Committee |
| Tuesday, October 27th | October Board Meeting |



What's Going On at the Land Trust Now?

September 2020

Drafted by Polly Jones, Office Manager

Stewardship

- New soil and seed on Beech Nut roof, donated by Rankins and put up creatively over two days by volunteers. The roof takes quite a beating from the weather up on the hill.
- Ducktrap Preserve – invasive knotweed management continues.

Development

- Fall Newsletter will be hitting mailboxes on October 6/7
- Annual Appeal Letters are to be picked up starting today for your note assignments and *please* return them before October 23!
- Appeal will be in the mail November 6

Community Engagement

- Kites & Ice Cream was very different this year. Kites and coupons for ice cream were given out over the course of three days. Pick up was at the blueberry barn – 85 kites were distributed. Hopefully next year will see the mass flying of kites again.
- Arts on the Hill virtual performances continue – the Mallett Brothers played two songs in Beech Nut this month. The videos are posted on Facebook, our website, and are included in eNews.
- Educational outreach: letters went out to school principals in our service area, offering assistance for outdoor learning space, either on their campus or on our preserves. Replies are trickling in. A Lincolnville science teacher is bringing a group to Penobscot Shores to study green crabs, and we have a meeting scheduled with a teacher at CHRHS to discuss ways to get students in their Zenith program engaged in outside learning.
- An outdoor educational group – To Know A Mountain in Maine – is meeting three afternoons a week at Beech Hill until the middle of December. We have given the group access to the empty barn on the newly acquired 'Chapman' property to escape the weather on rainy days, set up a picnic table, and arranged tree stumps for outdoor seating. Another group might do morning education.
- Ten staff/volunteers/Board are signed up for Rally!

Land Protection

- We're under contract on the Haas parcel on Mount Tuck, and working on a Purchase and Sale agreement with the adjacent parcel.

Natural Phenomena

- Resident beavers at Main Stream Preserve have continued to flood and rearrange areas of the preserve and our trail more to their liking.



TELL THE ECONOMIC STORY OF YOUR CONSERVED LANDS AND TRAILS WITHOUT HIRING AN ECONOMIST

Economic impact is an important selling point for funding private land conservation and trails. Reliable economic figures can help coalesce support among local and state officials, who are often gatekeepers to funding for easements and acquisition, maintenance, construction, and expansion. Understanding the range of economic benefits from your land conservation and trails program can also help you expand your circle of allies and partners to include economic developers and the local business community. And it can help build public support.

A tremendous body of studies has substantiated the economic value of trails, trail networks, and conserved wild and working landscapes. These can be useful in helping you make your case, but it's even more compelling to speak directly about the benefits of *your* program, *your* locally conserved lands, *your* trails.

You don't need to hire an economist and wade through piles of complex data to understand the economic benefits of your programs. This course will help you learn to paint a broad, research and data-based picture of the economic effects of your trail system or conserved lands—or project the benefits of a proposed trail or conservation program. You will also learn how to tell that story to support advocacy, fundraising, conservation-based economic development, and stronger community relationships. You will learn and adapt a proven approach that engages community resources without hiring an economist, consultant or communications shop.

In this course, you will:

- Adapt Harbinger's "engaged analysis" approach to outline an economic study for your conserved lands, trails and networks.
- Identify goals and match up data sources, research methods and resources for conducting your study.
- Learn how to assess and describe a wide range of economic and community benefits, and how to create simple, realistic ballpark economic estimates and projections.
- Learn when, whether and how to update old economic studies.
- Learn the basics of interpreting findings and presenting data to different audiences.

- Review model studies and reports from other areas.

Learn more about this approach to economic analysis on the [Understand Your Place](#) page and the Cameron County, Texas, profile on the [Write a New Chapter](#) page on this site. See the *Working Together for the Front* report for another example.



First Light

Repairing, returning at the speed of trust.

[Home](#) [About](#) [Resources](#) [Steps Forward](#) [Happenings](#) [Learning Journey](#) [FAQs](#) [Contact](#)

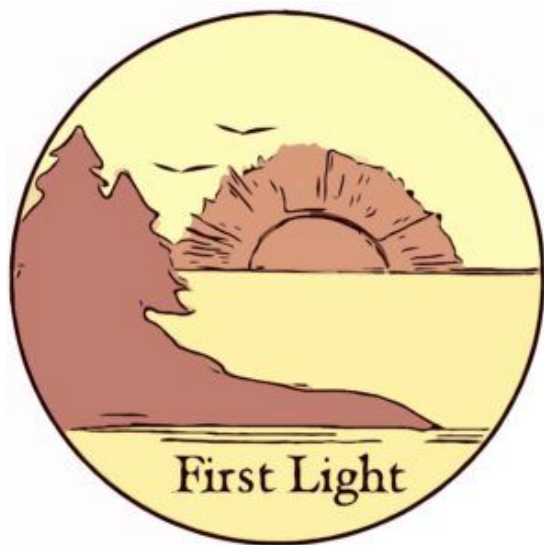
About First Light

First Light is a bridge between conservation organizations and Penobscot, Passamaquoddy, Maliseet and Micmac Communities who seek to expand Wabanaki stewardship of land.

We aspire to reciprocity: our goal is to expand Wabanaki access and stewardship of land for prosperity and to create a stronger conservation movement that includes and reflects Indigenous expertise and perspective. All will benefit from this, and it all begins with the land.

Because in Maine 90% of that land is privately owned and 23% is stewarded by conservation organizations, the work of First Light needed to be rooted within the private, white-led conservation movement. Today Wabanaki people legally steward 0.01% of their ancestral lands in Maine. First Light was initially organized by leaders within the non-Native, primarily white conservation movement in Maine who sought to better understand the history of Wabanaki land loss in order to begin making amends. As result of 3 years of relationship-building, resource-sharing and moving forward at the speed of trust, First Light has supported the development of an independent Wabanaki Commission on Land and Stewardship (Nil yut ktahkomiq nik) and a delegation of non-Native conservation groups who are both committed to working together to expand Wabanaki access and stewardship of land. Together, we have begun granting access to tens of thousands of acres of land and to share resources toward our goals.

First Light gave an information session in August of 2020 about our work and motivations. You can [download the recording here](#).



Final logo with eagles



Original logo with Wabanaki motif

The Story of our Logo by Ann Pollard-Ranco

Ann Pollard-Ranco is a member of the Penobscot Nation and has been an artist and environmental activist since she was a young teenager. Now in her mid 20s, she works as a professional artist, photographer / videographer, writer, cultural consultant, and in indigenous food systems recovery. The design for First Light's logo was born out of the concept of collaboration, and moving towards the future. A Downeast sunrise was the inspiration for the design. Originally I incorporated a Wabanaki double curve into the sunrise to remind viewers that the "People of the Dawnland" are still here, and this is still our cherished homeland. Upon reflection and advice from tribal elders who were concerned about a Native American motif being used by a non-indigenous

organization, and how that could be seen as cultural appropriation, I decided to remove the double curve motif and instead incorporate two eagles flying towards the sunrise. The eagles symbolize our ancestors continued presence and hope for the future.

Minutes
Coastal Mountains Land Trust
Board of Directors Meeting
July 28, 2020

Board members present: Wallingford, President; Call, Collins, Conard, Gabel, Johnson, McLaughlin Pike, Moore, Noble, Rittmaster, Ruffin, Thanhauser, Urey, White, Wolfe
Staff present: Stewart, Shaida

The virtual meeting came to order at 4:04 p.m., with all 15 Board members present. A quorum was present throughout. Elisabeth Wolfe was welcomed to her first meeting as a Board member. She chose to abstain from votes on land acquisitions, because of being new to the Board.

A. What's Going On at the Land Trust Now?

About 175 people will participate in the Partners Party-to-Go, held this week in lieu of the usual Partners Party due to coronavirus. Boxes of gourmet treats will be available for pickup at the Belfast Boat House on July 29 or at the Land Trust office in Camden on July 30 and 31. People able to help with packing and distribution should contact Polly Jones or Kathy Young.

The land swap in Lincolnville was approved by 90% of Lincolnville voters in June. The Town will get a small waterfront park at 2817 Atlantic Highway (a former private park for MBNA employees) and the Land Trust will get title to 68 acres of land on the Ducktrap River.

There will be a community blueberry pick at Beech Hill Aug. 1 - 7, limited to 40 participants at a time. Stewart asked for more Board members to help with registration, etc., on Aug. 3, 5 and 7. Hours are 8 a.m. - noon and noon - 4 p.m.

The Land Trust closed on David Thanhauser's donations of two fee properties and one conservation easement. Stewart thanked him.

B. Board Learning Session: National Land Trust Rally Online (Oct. 6 - 8) and Online Webinars

The 2020 National Rally Oct. 6 - 8 is virtual this year. Half-day sessions are available online. There is a long list of workshop titles. (See link given in Board packets for today's meeting.) If 5 - 10 people from the Land Trust participate, we will get a more favorable rate. Online webinars are available throughout the year. We have already paid for this availability. Contact Polly Jones in advance to arrange to attend a webinar. Subjects include communications (3); community conservation (2); government relations (3); land protection (4); fund-raising (5); and stewardship (7). See p. 6 - 7 in Board packets for titles and subjects.

C. Action Items

1. Approval of Minutes of June 23, 2020 Board Meeting

On motion of White/Collins, Board members voted unanimously to accept the June 23 Board minutes as distributed.

2. Vote to Elect E. Daniel Johnson as Vice President of the Board of Directors

On motion of McLaughlin Pike/Rittmaster, Board members voted unanimously (Johnson abstaining) to elect Dan Johnson as Vice President, replacing Tom Moore. Moore said that he was asked by Jim Krosschell to be Vice President, but he does not wish to serve as President, so it is time for someone else to be VP who is willing to become President in future. Johnson will also chair the Board Advancement Committee.

3. Vote to Elect Malcolm White as Treasurer of the Board of Directors

On motion of Johnson/Call, Board members voted unanimously (White abstaining) to elect Malcolm White as Treasurer of the Board of Directors, replacing Dan Johnson. White has an M.B.A. degree and has been treasurer of two churches. He will chair the Finance Committee.

4. Vote to Approve Acquisition of Smith Properties, Mt. Tuck, Stockton Springs

See p. 13 - 19 in Board packets for tonight's meeting. Beth Smith owns two properties on Mt. Tuck adjacent to the Land Trust's Mt. Tuck Preserve. Both parcels abut the HRS Wildlife Preserve (see map, p. 19 in Board packets). The acreage of the Smith parcels needs to be confirmed by survey. We think that one is 44+ acres, the other 20 acres. The trail to the summit crosses the upper Smith parcel and the Haas parcel, which the Land Trust acquired in February. We are prepared to pay \$500/acre for the two Smith parcels, which is believed to be fair market value. The proposed motion to acquire the Smith properties includes ~\$14,000 for surveying. There is a view of the Penobscot River and Penobscot Bay from the summit, but it is not spectacular. The main reason for permanent protection of the properties is their habitat value. The purchase is proposed to be an installment sale over three or four years.

VOTE: On motion of Johnson/Collins, Board members voted 14 - 0 - 1, Wolfe abstaining, to approve entering into a Purchase and Sale Agreement for the purchase of fee title of two properties, one 44+ acres and the other 20 acres, owned by Beth Smith, that are located adjacent to our Mt. Tuck Preserve. The Board approves all expenditures, not to exceed \$58,500, which were outlined within the pre-existing Mt. Tuck Focus Area budget, to complete the initial acquisition, and hereby authorizes its President, or in her absence another officer of the Board of Directors, to execute all documents necessary to close on this purchase, pending the completion of a hazardous waste assessment, clear title, confirmed legal access, and confirmation that the negotiated purchase price does not exceed a certified fair market appraisal.

5. Chatfield Conservation Award Nomination: Rockport Shore Preserve

On motion of White/McLaughlin Pike, Board members voted unanimously to nominate the anonymous donors of the Rockport Shore Preserve for the Chatfield Conservation Award, for their generosity in adding to the permanent protection of scenic Rockport Harbor for the benefit of the public.

6. Zwartjes Award Nomination: Tom Jackson

On motion of Collins/Call, Board members voted unanimously to nominate Tom Jackson for the Zwartjes Award for his extraordinary service over many years providing pro-bono stewardship services at the Beech Hill Preserve and ongoing advice relating to the development of the Round the Mountain Trail. Tom has captained our float into the Christmas by the Sea parade for four years running and provided the truck and equipment needed to make that possible. He runs Jackson Landscape Services in Camden.

7. Connecting Nature & Community Award Nominees: Trail Runners of Midcoast Maine and the Midcoast Chapter of the New England Mountain Bike Association

The Connecting Nature & Community Award honors an individual or entity that has demonstrated the highest level of commitment to engaging the people of our community with the outdoors and the lands protected by the Land Trust. This year it is proposed to make awards to two organizations: Trail Runners of Midcoast Maine (TRoMM) and the Midcoast Chapter of the New England Mountain Bike Association (MCNEMBA). VOTE: On motion of Urey/Johnson, the Board of Directors voted 15-0 to nominate Trail Runners of Midcoast Maine as joint recipient of the Connecting Nature & Community Award for their commitment to engaging new and wider audiences in the Land Trust through their near-daily use of our trail systems, contributions of volunteer time, and ongoing support for the Round the Mountain Collaboration.

On motion of Moore/White, Board members voted 14 - 0 - 1, Urey abstaining, to nominate the Midcoast Chapter of the New England Mountain Bike Association as joint recipient of the Connecting Nature & Community Award for their commitment to engaging new and wider audiences in the Land Trust through their near-daily use of our trail systems, contributions of volunteer time, and ongoing support for the Round the Mountain Collaboration.

8. Vote to Increase the Round the Mountain Campaign Fundraising Goal to \$5,560,000

Stewart and Johnson provided figures for RTM Campaign funds raised to date: \$975,000 in cash and pledges. (See Stewart's 7/25/20 memo to the Board "Background for Proposed Motion to Increase Round the Mountain Campaign Budget to \$5.6 Million", p. 20 - 21 in Board packets for today's meeting.) The reasons for the proposed budget increase are: an increase of \$110,000 in the funds needed to buy the Griffin land; increase of \$220,000 in trail construction costs, primarily due to there being many more stream crossings than originally planned; increase in use of gravel on trails, \$200,000; and increased costs of fundraising, \$30,000, for a total increase of \$560,000 in project costs. VOTE: Board members voted 14 - 0 - 1, Wolfe abstaining, to approve increasing the goal of the Round the Mountain Campaign fundraising campaign to \$5,560,000 in order to fully fund the land acquisition, trail construction, and stewardship costs of the project.

9. Reports

9.1 Staff Retreat at Penobscot Park, Lincolnville

Staff members met recently for two hours at Penobscot Park, the small waterfront park in Lincolnville that was the subject of a land swap approved by Lincolnville voters in June (see Item A, p. 1).

9.2 Problem at Fernald's Neck Preserve

Several people who live near the Fernald's Neck Preserve have been complaining about too many people driving down the access road. Neighbors are closing the gate every night. People using the preserve are asked to park in the parking lot, outside the gate. We may need to establish a rotation, have different people on call for emergencies, or get local seasonal help to address the problem. Lincolnville does not have a Police Dept.

9.3 Priorities We're Working On

a. Diversity, Equity and Inclusion Planning

How can we increase the diversity of Land Trust staff and Board members? How can we make our preserves more welcoming and attractive to all members of local communities? Staff members have been brainstorming on this recently. Outdoor classrooms might be a start. Conard and White volunteered to work with Land Trust staff on ways to attract ethnically/culturally/socio-economically diverse people and interest them in using our preserves. First Light is a collaboration between Maine conservation organizations and Wabanaki tribes, that seeks to expand Wabanaki access to and stewardship of local land. It plans to hold monthly meetings starting in September.

b. Status of Capital Funding Needs

The Land Trust recently received \$100,000 from Maine Coast Heritage Trust through the North American Wetlands Conservation Act grant program toward the Grassy Pond deal with Maine Water Co. The Water Company may help with a match for the Gronros property. A lot of grant funding is currently available, including NAWCA and Land and Water Conservation Fund. We don't need to slow down land protection because of cost concerns if we focus well on applying for said grants.

c. Committee Development and Assignments

Land Trust committees are all up and functioning. The names and missions of some committees have changed and expanded this year. The Major Gifts Committee and Membership Committee could use more members.

d. August Board - Staff Gathering: August 11 or 12 (date to be confirmed)

An informal social gathering is planned for after the regular committee meetings on August 11 or 12 at Dan Johnson's boathouse on Megunticook Lake. Wolfe said that August 11 is the better date for her. Stewart will send a Google around to see which date is preferred.

e. Dam Removal in Camden

Stewart is meeting with the chair of Midcoast Conservancy about removal of a dam in Camden. MC has experience with dam removals, and is consulting with the Town of Camden.

f. Update on Little River Fish Farm, Belfast

The project is still awaiting final approvals before moving forward. Some local people are opposed to the fish farm on environmental grounds. The Land Trust has not taken a public position. Gabel said that the Land Trust should consider a more active role, and be prepared to consider an advocacy position. Another Board member said that the Land Trust should be careful not to get involved. Stewart and Stratton have met frequently with key interest groups from all sides, including the Belfast town manager to talk about positive outcomes for the watershed.

g. Walks with Executive Director

Stewart is inviting small groups of Conservation Partners (6 - 12 people) to take a walk with him to see some of the Land Trust's exciting trail and preserve developments, including the Round the Mountain Trail. He had six people last week, and expects 10 or 12 people next time. Walks will be scheduled every other week from now through October. He will appreciate help from Board members in reaching out to people in the next few weeks.

h. Partners Party – July 29, 30 and 31

The annual Partners Party is virtual this year. Boxes of gourmet treats will be given to Partners this week on Wednesday at the Belfast Boat House, and on Thursday and Friday at the Land Trust office in Camden.

10. Committee Reports

10.1 Major Gifts Committee – see minutes, p. 22 in Board packets for today's meeting

There were no questions or comments.

10.2 Membership & Marketing Committee (Stewart will distribute copies of minutes of the July 21 meeting, which are missing from Board packets. The June 12 minutes are in Board packets.)

We are slightly behind on major-donor fundraising. At its last meeting the group discussed why people become members of a land trust, or of this land trust. What motivates people? We may need to do interviews and surveys to find out more about our members.

10.3 Finance and Investment Committee – see minutes, p. 25 in Board packets

The group is in the process of looking at Permanently Restricted Funds (PRFs), Temporarily Restricted Funds (TRFs), and Board Designated Funds (BDFs). Interested Board members can read the restricted fund sheet to find out where all the moneys are.

10.4 Land Protection Committee – see minutes, p. 37 in Board packets; not discussed at today's meeting

10.5 Stewardship Committee - see minutes, p. 39 in Board packets

Stewart got a call from realtor Scott Horty, who reported that his firm has sold 30 acres on the ocean in Camden to a man from California who says he is considering donating half of the land to the Land Trust.

10.6 Building Committee – see minutes, p. 40 in Board packets

Roy Call is chair of the Building Committee.

11. August Committee Meetings; Board Gathering

Tuesday, Aug. 4: Incoming treasurer Malcolm White will meet virtually with Stewart and accountant Susan D'Amore on Tuesday Aug. 4 from 1:00 - 2:30 p.m. All Board members are welcome to sit in: use the Go to Meeting platform or phone 872-240-3212.

Tuesday, Aug. 11: Stewardship Committee 1:15 p.m.; Executive Committee 4:00 pm

Wednesday, Aug. 12: Major Gifts Committee 11:00 a.m.; Land Protection 3:30 p.m.

Tuesday, Aug. 18: Membership and Marketing Committee, time TBD

Wednesday, Aug. 19: Finance Committee 1:00 p.m.; Board Advancement 2:30 p.m.

August Board Gathering: Aug. 11 or 12, Dan Johnson's boathouse, late afternoon, date & time TBD
(Note that there is no regular Board meeting in August (normally fourth Tuesday, 4:00 p.m.))

If committees wish to meet in person, we can set up tables and chairs outside the office (weather permitting), with appropriate distancing.

F. Executive Session - none

The regular Board meeting was adjourned at 5:27 p.m.

Respectfully submitted,

Susan S. R. Alexander
Recording Secretary

What is the Recreational Trails Program?

The Recreational Trails Program (RTP) is an assistance program of the U.S. Department of Transportation's Federal Highway Administration (FHWA). The RTP provides funds to the States to develop and maintain recreational trails and trail-related facilities for motorized and nonmotorized recreational trail uses.

The Fixing America's Surface Transportation (FAST) Act reauthorized the Recreational Trails Program (RTP) for Federal fiscal years 2016 through 2020 as a set-aside of funds from the Transportation Alternatives (TA) Set-Aside under Surface Transportation Block Grant Program (STBG).

The State of Maine has agreed to take part in the Recreational Trails Program (RTP) under the Federal Highway Administration (FHWA), the federal agency that administers the program at the national level.

The Bureau of Parks and Lands has been designated the state agency to administer the program in Maine. Within the Bureau, the Grants and Community Recreation Program provides day-to-day supervision of RTP matters.

Recreational Trails Program Financial Policies

1. 30% of RTP funds allocated to the state shall be reserved for uses related to motorized trail recreation
2. 30% of RTP funds allocated to the state shall be reserved for uses related to non-motorized trail recreation.
3. The remaining 40% of funds shall be used for recreational projects that facilitate diverse trail use.

Project Eligibility

Eligible projects may include:

- Maintenance and restoration of existing recreational trails.
- Development and rehabilitation of trail side and trailhead facilities and trail linkages for recreational trails.
- Construction of new recreational trails.
- Acquisition of easements or fee simple title to property for recreational trails or recreational trail corridors.

In attendance: Tom Moore, Judy Wallingford, Nick Ruffin, Lys Pike, Ian Stewart, Kathy Young

1. Lapsed leadership donors – discussed follow through of assignments
2. RTM campaign action through year end – went through
 - a) Ian is continuing to work through his list of contacts and leading walks weekly, if you know of someone who would benefit from walking the trail, let him know.
 - b) Compass Light (David Conovor will be creating a trail progress film in the next few weeks which we will be able to use for promotion and encouragement.
3. Reviewed the work plan – half- way through the fiscal year.
 - a) general membership is growing and likely to meet/exceed goal
 - b) Leadership Donors are running behind, renewal letters were delayed in the spring
 - c) Adopt a Trail, bench, new and upgraded partners are stagnant. Will be the focus of future discussions.
4. eTapestry is going to give us a proposal for running our donors through some databanks to see what our wealth score is, capacity for giving, and focus for major gifts cultivation. Also, New Property Buyers for high value properties will be reviewed by the committee in October for personal solicitation/invitation to membership.

| | | | |
|--------------------|--------------|---------------------|-----|
| Leadership Donors: | \$62,931/36 | (Budget: \$276,000) | 23% |
| Membership: | \$26,745/284 | (Budget: \$27,000) | 99% |
| New Members: | \$5,461/34 | (Goal: ?) | |

Minutes

In attendance: (GoToMeeting) Darby Urey, Emily McDevitt, Elisabeth Wolfe, Roger Rittmaster, Polly Jones, Jack Shaida, Ian Stewart, Kathy Young

1. Review and discuss research and ideas about the concept of membership –
 - a. The submission of research from committee members led to a vibrant discussion about the different types of groups/organizations/opportunities for people to support a cause, join a movement, donate to a purpose – and the big question is what is membership?
 - b. That question is going to lead the next discussion as well. The question who is a member is important – we understand how it works on our end but do our supporters? If you have some opinions about this (and please read the homework summaries), feel free to reach out to any of the committee members.
2. Plan for this committee
 - a. The next three meetings will focus on the questions
 - i. what is membership?
 - ii. what tools do we use to communicate with those who support us?
 - iii. how do we invite people to engage with us?
 - b. What are our goals? For this committee, for CMLT

Statistics:

Members

290/ \$27,639.53 Budget: \$27,000

Annual Appeal going out next month Budget: \$35,000

New Members: 36/\$2,451

Evergreen: 35/\$4,247

7/\$4,435

Total Income YTD: 364/\$214,587 (this includes all campaigns, IK gifts, grants, members)

Three organizations: Friends of Katahdin Woods and Waters, Points North Institute, Crow Athletics

Overall common themes for me from a membership perspective: I have to be passionate about the activity or cause that the organization represents, I want to get something for my membership dollars, and I have to be interested visually and efficiently in what the organization has to say on the website and with monthly newsletters, and with events. I want the ability to be as involved as I want to be. It is important to me that an organization offer a little bit of everything listed above for me to want to be a member.

A social media presence, especially Instagram, is particularly important to me. I want to see beautiful photos that inspire me. Hashtags are important. They really are! Facebook is important too, a great way to communicate and keep a community engaged. I believe both a “page” and a “group” are equally important to an organization. Most organizations have a “page”, but a “group” in addition can really create a community and foster connection among the members. A thriving “group” can do wonders for keeping members engaged, excited, and sharing with their fellow members.

Friends of Katahdin Woods and Waters – I belong to this organization because I am passionate about the lands and use of lands in the Northern Maine woods where we have a cabin. I am involved because I want to help steer the development, protect what I have come to love, and improve it. The organization is small enough for me to feel like I have an impact. This is important. If it is not small – are there areas where I can have an impact within the larger organization (such as one preserve within CMLT). I give money to support the work of the organization as well as to get the recognition of doing so and getting early access to tickets to events (they do great Zoom events). I look at levels of giving and consider a general idea of the amount I want to give – and then I look for the organization’s suggested levels. I think this is an important piece to consider, because in this organization’s case one year with host levels for an event, there was no difference in what you “got” for an increase in a few of the dollar amounts, so I just went with the lowest, whereas even a packet of cards, etc. would have made me consider giving at a higher level.

Points North Institute – I am on the Board of this organization, and I am passionate about documentary film, the people who create it, and the impact of the stories. As above, I want something for me money in addition to supporting a cause that I believe in. I do not ever want to wait in line. This is a major motivator for me and my husband. Easy and early access to events. Being “in the know”, having first look at releases, seeing something at a much deeper level. Having the ability to be in the room, fly on the wall, access, are all motivators. A personal connection to a filmmaker, subject, film, these are worth so much to so many. Perhaps offering meetings with donors and the actual builders of the Round the Mountain Trail, a lunch, etc. to give someone an inside view. Stories of work on the trail, the good, the bad, the ugly.

Crow Athletics – I am a member of this athletic organization, and I am a passionate runner. Being a member gives me discounts on races that over a year of membership, it is almost like being “paid” to race! This feeling of getting a bargain is huge! As well, a members only section of the website is very enticing. Special discounts for members only. The gear, Crow Athletics shirts and belonging to a club in a swag way where others recognize you far and wide, promotes a sense of belonging. Finding a cool slogan or logo to promote and share, perhaps preserve or project specific, for CMLT would be fun.

American Alpine Club, Golden Colorado

Mission “To share and support our passion for climbing and respect for the places we climb.”

Organization – 501(c)(3), 46 staff, \$4,000,000 in 2018 revenue, 24,000 members

Programs – Publications, climber education, lodging operation, recreation access, policy and advocacy, research and recreation grants. (“Climb. Protect. Educate. Connect”)

Membership – a heavily membership-oriented organization, perhaps owing to its history as a somewhat exclusive club for mountaineers. AAC is the largest climbing organization in the US, and one of the largest in the world.

- The simple pitch for becoming a member is to “Support American climbing: join the club.” It is targeted exclusively towards climbers. Passion based
- Three prongs of incentive, one get perks of membership, two join a community, three support the work of the AAC. Perks and community are front and center while supporting work is very much the third most important.
- Perks of membership are extensive and well-advertised. Members get tangible perks of discounts on AAC lodging and event fees, they get discounts on gear from partner businesses (Patagonia, Black Diamond, etc.), gain access to publications, gain access to grants, and get \$12,500 of rescue insurance. They are also explicitly linked to the large community of members.

Jackson Hole Land Trust - Wyoming

Mission “Our vision is a legacy of protected open spaces, wildlife habitat, working lands and community spaces across Northwest Wyoming that inspire current and future generations. Our mission is to protect and steward the treasured landscapes of Northwest Wyoming.”

Organization – 16 staff, \$2,300,000 in 2018 revenue, 1,000 + donors,

Programs – Conservation easements in three areas totaling 57,000 + acres, management of community park in Jackson, community education and events

Membership – Explicitly not a membership organization.

- The call for support is explicitly to protect open space. Very much an aesthetic type of pitch. If I was deeply invested in NW Wyoming, I would want to support the land trust. The implication is without the work of the land trust, the aesthetic of the place, its very nature could be lost.
- Donation incentives are not discussed
- Donations are funneled into operating, land protection fund, and stewardship fund.
- You can be a member of their Summit Circle (20 years of continual giving), Teton Society (planned giving), or Valley Visionaries (large donors). No such pitch is made for other donations.
- The organization is very much not interested in getting a large number of individual donors, and is much more focused on planned giving and large donors. Donate page lands on a short (2-minute video) that lays out why to support the organization.

Downeast Salmon Federation –Columbia Falls, ME

Mission “to conserve wild Atlantic salmon, other sea-run fish and their habitats, restore a viable recreational salmon fishery, and protect other important river, scenic, recreational, and ecological resources in eastern Maine.”

Organization – 13 staff, \$1,000,000 in 2019 revenue, # of donors unknown.

Programs – Salmon hatchery operations, Habitat restoration on six rivers, land conservation (4000 acres), field work and research.

Membership – From there financials it looks like memberships were removed after 2018, but their website indicates you can still become a member through donation or volunteering.

- The call to action is simply to conserve salmon habitat and restore their populations.
- The organization highlights support of individual programs.
- Financials from pre 2019 indicate membership dues made up less than 1% of revenue.
- No explicit tie between membership and community, or the impact of the membership on the work of the organization.

Elisabeth Wolfe -

1) In response to the questions about Website and Enews I just want to say that I really do not like to do either no matter how much I like an organization. I am much happier getting my information by word of mouth, or sitting around a campfire talking with people about an organization they like and what's the latest. That being said, (for example with CMLT) there are a few organizations that I will read a blog or go to their website. With CMLT I go there to log in my miles and then cruise around a bit to see if there is anything I might have missed. The ENews is better because I can quickly browse but even that is too long- Naturally Curious has a great little newsletter that takes a few minutes to read with 1 focused bit of info- that is much more my style though I even put off reading that until I have a chunk of time to delve into the computer info world.

2) I had a great discussion with Sanna McKim, past executive director for several non profits. We brainstormed ideas about what would make someone want to be a member of CMLT:

- a short handout with 3 outstanding, very specific reasons to become a member

- a short, simple explanation on what you have to do to become a member- i.e.- when I asked Ian that question he said "you can be a member by volunteering or giving some money"- that, to me, was a perfect response. I know I can get people to become a member if they only had to volunteer and not give money. AND THEN, they would probably give money once they see how wonderful our Land Trust is

- Hugely important is if a person is asked directly to become involved in some way. Much better than being solicited by mail, website, etc although it's great to have one reinforce the other. In person is better than on phone. On phone is better than in writing.

- One organization that makes it extremely easy to join is MOFGA. You can sign up at The Fair. it's inexpensive. the why is easy- Common Ground Fair, their magazine, support of organic agriculture.

OTHER IDEAS for incentivizing people to become members:

1) Pair certain level of membership with a local business gift certificate that is donated by a business who would view it as advertisement- i.e.- Belfast Cider Bar, Colonial Theater, Vinolios, Front Street Pub, The Belfast Coop, The Belfast Dance Studio, Nautilus, Darby's, Alexi's Pizza, Kat Walk, Coyote Moon, GO Logic (maybe can enlist Michael Hurley to help with this?)

2) Organizations can become members by donating a gift certificate

3) Board members can approach their favorite organizations and businesses and personally ask them to become members- special brochure for them to explain the benefits (I am SURE Worth Real Estate will become a member- I just have to ask!)

4) Make a package deal with other land trusts and they all get the members and divide the proceeds- i.e. Sanna said she would give a lot more money if she could become a member of several land trusts at once- such as CMLT, Midcoast Conservancy, Belfast Area Watershed Shed and Maine Coast Heritage Trust- package deal for \$1000?

5) people can pay a little extra NOT to be contacted more than once a year!

6) make a brochure (or put on website) 5 reasons joining CMLT : i.e. helps climate change -Keep it simple and brief- I actually think our website does this already, but maybe even briefer- such as on the opening page- 5 Reasons to become a member: getting outside, keeps overdevelopment from taking away views and beauty, helps decrease impact of climate change, etc. legacy to our children

Marine Agricultural Land Trust

Website:

What We Do/About Us/News & Issues/Get Involved (events/volunteer)/Support Us

No 990, newsletters, social media links, videos except profiles within pages

- Online donation different from monthly giving
- All giving options clean and clear
- Legacy page has all options
- Most pages have a quote & photo of a member
- Donation at the bottom of each unique page alongside mailing list
- Partners page – includes private foundations
- Impact by the numbers with personal stories
- Blog – by subject/active issues along with How you can help / get involved
- In the news has all the press releases
- Created by MissionMinded

FB: post about every 3rd day – didn't check Instagram

Strong on engagement, gatherings, emphasis on sense of place/farming/lifestyle

San Francisco Zen Center

Speaks to a specific audience, presumes an interest in learning or deepening a practice so has an inside feel.

Website: bottom of the page has social media and email contact

- Message about COVID and increased need – Donate at top of the page
- Question Box was a nice idea
- Mostly good but not integrated
- Giving as a tab has more information about choices
- Membership has specific benefits to self
- Volunteering is under giving
- Sign up for newsletter is buried – hard to find
- Weekly live stream talks/archives

Quidneck Land Trust -

- Excellent weekly eNews – never more than four stories
- Website has four land-focused tabs; events and news are there but not prominent
- Business partners on the bottom of the homepage
- Volunteer is under how to give
- About membership (incentives and discounts) and then a renew membership tab spells out the options and giving membership as a gift is made quite easy (great reminder)
- Rather hard to find who the staff/board are

New England Mountain Bike Association (“NEMBA”)

I’m passionate about mountain biking and believe strongly in having a “single voice” speak for a group of riders as much as is possible. Beginning in the 1980’s “mountain” bikes began to evolve and the number of people getting out on trails via bike increased. I recall living in Colorado at the time and finding access to trails limited and quite a bit of “anti-bikes on trails” sentiment in the community. “Trail conflict” situations are a prime reason cited for limiting access – and this is certainly understandable given that bikes can travel at faster speeds than other trail users on sometimes narrow trail corridors. Fortunately, with good organization mountain bikers have come a long way in their ability to advocate for shared trail use in a reasonable and responsible manner and to work with land owners with “once voice” instead of potentially varying factions within the mountain bike community. NEMBA is an organization that advocates for mountain bikers throughout Maine, Massachusetts, Rhode Island, Connecticut and New Hampshire (Vermont formed its own organization). In Maine, there are six chapters, including our local Midcoast Chapter, which was formed in response to the hopes of landowners, primarily CMLT, to have that one voice to work with in determining appropriate trail usage for mountain bikers on their lands.

Newsletters, social media, webpage, etc.

- NEMBA has a quarterly magazine which is mailed out to membership comprised of a couple of highlight articles along with updates from all of the chapters.
- NEMBA card is provided yearly which is good for discounts at most bike shops
- NEMBA sends out bright orange stickers that most members affix to their vehicle and a smaller one that members place on their bikes.
- NEMBA puts on trail building schools, advocates in various venues, helps with trail building grants, highlights chapter group rides that are held via a weekly email.
- You “join” by paying annual dues - \$35 for an individual, \$45 for a family. You can increase your yearly giving and receive bike-oriented swag.
- Ultimately, the focus is on advocacy and a majority of dues goes to pay for an executive director whose primary goal is to work with riders, landowners and communities to fulfill its mission: “NEMBA, a community of mountain bikers committed to creating epic riding experiences, preserving open space, and guiding the future of mountain biking in New England.”
- NEMBA has a Facebook presence and posts a handful of times per month. I did not review Instagram. Each chapter has its own FB page and those are usually much more active. Our local chapter’s page “Midcoast Maine NEMBA” (1,500 or so members, closed group) is used regularly by the Board / Admins to update trail conditions, closures, trail work days, and generally people having fun on bikes in the woods. There is a strong emphasis on getting the next generation of riders out in the woods and engaged.
- Very attractive webpage that is easy to navigate and has scrolling headlines, including a link to the latest quarterly magazine, statements on COVID and BLM, and a job opening. No real “donate” button on the webpage, which I think could be an improvement.

Granite Backcountry Alliance

This is a NH and Western Maine Mountain group that focuses on backcountry skiing advocacy. From its mission statement: GBA resolves to improve the playing field for backcountry skiers. Creating and developing ski glades, however, is not the only objective of the group. Improving the foundation of the sport is critical to future success, such as creating partnerships and collaboration with public and private landowners, education regarding safety and ecological awareness, and creating a unified culture – one that respects the land and its owners and does not permit unauthorized cutting.

We are part of a movement of human-powered activities that is the basis for an emerging outdoor economy. We believe this movement has broad implications on areas like NH's North Country and it can develop with committed folks like yourself . It's the last frontier! So join us by stepping up to support the cause; the ability to organize is a powerful tool to steward our own future.

Join us today!

They have two tiers of “membership” \$35 for an individual and \$50 for a family. You get discounts at a handful of stores and shops. They encourage signing up for “workdays” to upgrade your membership.

Appears to be mostly driven by its website which includes events, maps for various backcountry ski areas in the region and info on events. They have a swag “store” and also have a guidebook available for purchase.

They do have an open Facebook page and Instagram page. The FB page seems active, even if off years. They tout their partnerships, events and conditions regularly along with links to industry relevant news.

COASTAL MOUNTAINS
LAND TRUST



Finance and Investment Committee
September 14, 2020
Minutes

Present: Malcolm White (Treasurer), Roy Call, Landis Gabel, Tom Moore, Judy Wallingford, Malcolm White, Jay Freedman, Brad Hennemuth, Dan Johnson, Polly Jones and Ian Stewart.

Discussion Items

1. Review of CMLT Investments

Malcolm will distribute an informational discussion document re index funds prior to October FC meeting.

Anticipating financial market unpredictability and volatility, FC discussed and recommended moving reserve funds out of the market and putting them in a bank fund for the time being.

2. Review of Monthly Financial Reports

Reports look good. Landis will circle Income labels on the monthly statement of operations that he finds confusing for review by Ian and Malcolm.

3. Status of Capital Campaign Fundraising

Round the Mountain Campaign – funds still needing to be raised are now below \$500K. The Maine Water Company may return the \$120K that CMLT paid for the Gronros property, and are also surveying land for a \$100K federal grant application. A \$120K grant application is also being submitted to the Recreational Trails Program.

Mt. Tuck – we're under contract for the Haas parcel on Mount Tuck, and are close to being under contract on one more parcel adjacent to that one.

Beech Hill Preserve Expansion – this hasn't moved much but we are still talking to several major donors.

4. PPP Forgiveness Application is ready – *waiting on the BSB form, will submit next week.*

5. Status of Training new Treasurer – *Malcolm and Ian have had one training session, and will meet with Dan on September 18.*

6. Updated Finance Policies – *Malcolm and Ian will distribute 'restricted funds policies'.*

7. Misc: *Judy shared thanks from herself and the FC to Jay for his monthly review of financial reports with Ian.*

| <i>Period</i> | <i>Account Performance</i> | <i>S&P Performance</i> | <i>Russell 2000 Small Cap</i> |
|-------------------|----------------------------|----------------------------|-------------------------------|
| <i>Past Month</i> | 6.2% | 7.2% | 5.6% |

| | | | |
|------------------------|--------------|--------------|--------------|
| <i>Past 3 months</i> | <i>14.1%</i> | <i>15.5%</i> | <i>12.4%</i> |
| <i>YTD</i> | <i>7.8%</i> | <i>9.7%</i> | <i>-5.5%</i> |
| <i>Since Inception</i> | <i>13.0%</i> | <i>14.5%</i> | <i>10.3%</i> |

Status of Credit Line Loan, April 30, 2019: \$ 0 principal balance due.

Transfers already completed for FY 2020-21 include: \$47,850.29

Transfers Available: \$ 104,835

**Coastal Mountains Land Trust
Monthly Financial Dashboard**

April 1st - August 31 **Annual Budget**
8.31.20 YTD Monthly Analysis

| | | | | |
|---|---|----------------|----------------|------------------------|
| | Percentage of fiscal year complete | 41.7% | 100% | |
| Income | | | | |
| | Total YTD income* | 216,821 | 675,944 | * does not yet include |
| | Income as percentage of budget | 32.1% | 100% | forgiveable PPP funds |
| Cash position | | | | |
| | Remaining Unrestricted Carryover Reserve | 227,526 | | |
| | Total endowment transfers available/not yet withdrawn | 109,835 | 146,644 | |
| | Combined Total of Unrestricted Operating Carryover and Reserves to draw | 337,361 | | |
| | Credit Line Cash Availability/not yet withdrawn | 100,000 | | |
| Expenses | | | | |
| | Total YTD expenses | 298,583 | 675,882 | |
| | Expenses as percentage of budget | 44.2% | 100% | |
| Campaign Income*** includes 7% allcoation to operating *** | | | | |
| | Bald & Ragged Mountains | 114687.79 | 232,500 | |
| | % of 2020-21 Needed B&R funds raised | 49.33% | 100% | |
| | Mt. Tuck Region of Interest | 23299.3 | 100000 | |
| | Hurds Pond project | -700 | 0 | |
| | Beech Hill Expansion Project | 6789 | 140000 | |

SBA Payroll Protection Program Loan **\$83,800**

Internal Land Protection Project Debts

| | |
|--|------------------|
| Norcross loan for Beech Hill Expansion project | \$75,000 |
| Norcross loan for Mt. Tuck acquisition | \$75,000 |
| Remaining Mortgage for Mt. Tuck acquisition | \$16,200 |
| subtotal | \$166,200 |

Investment Performance

| <i>Period</i> | <i>Trillium Account Performance***</i> | <i>S&P Performance</i> | <i>Russell 2000 Small Cap</i> |
|------------------------|--|----------------------------|-------------------------------|
| <i>Past Month</i> | 6.2% | 7.2% | 5.6% |
| <i>Past 3 months</i> | 14.1% | 15.5% | 12.4% |
| <i>YTD</i> | 7.8% | 9.7% | -5.5% |
| <i>Since Inception</i> | 13.0% | 14.5% | 10.3% |

*** Note these performance figures only reflect the equity portion of our Reserves & Endowments assets invested with Trillium

| Summary of Reserve Funds | April 1st, 2020 | Last Month | This Month |
|---|------------------------|-------------------|-----------------------------------|
| General Reserves and Endowments | \$2,404,623.95 | \$2,863,450.47 | \$2,930,614.45 |
| Total Land Protection Reserves | \$1,264,103.22 | \$1,369,933.07 | \$1,418,909.70 Cash (w/o pledges) |
| Total Round the Mountain Funds | \$855,648.8 | \$906,788.54 | \$916,200.14 Cash (w/o pledges) |
| Total Land Protection Reserves minus Round the Mountain funds | \$408,454.40 | \$463,144.53 | \$502,709.56 |
| Total Stewardship Reserves | \$123,942.75 | \$50,917.73 | \$51,946.26 Cash*** |

*** Note that \$73700.47 was moved into General Reserves and Endowments

Coastal Mountains Land Trust
Balance Sheet
As of August 31, 2020

Aug 31, 20

ASSETS

Current Assets

Checking/Savings

1010 · Bangor Savings Bank #1898 63,306.46

ACQUISITION ACCOUNTS

1110 · BSB Acquisition ICS #8375 929,895.78

1115 · Trillium Fernald's Nk Acq #1778 379,394.30

1120 · Trillium Land Acquisition #0685 190,652.96

Total ACQUISITION ACCOUNTS 1,499,943.04

STEWARDSHIP ACCOUNTS

1150 · BSB Stewardship Savings #0691 6,272.56

1155 · Trillium Stewardship #5932 43,323.69

1160 · CNB Unrestricted Checking #0093 2,350.01

Total STEWARDSHIP ACCOUNTS 51,946.26

RESERVES & ENDOWMENTS

1170 · Trillium Res & Endowments #1928 2,776,150.17

1171 · Bangor Savings Money Mkt #4578 154,464.28

Total RESERVES & ENDOWMENTS 2,930,614.45

1180 · State Unemployment CD #9286 5,771.11

1185 · Petty Cash 200.00

Total Checking/Savings 4,551,781.32

Accounts Receivable

1200 · Pledges Receivable

1205 · Pledges Rec-Bald & Ragged 79,666.66

1210 · Pledges Rec-Beech Hill 5,000.00

1230 · Pledges Rec-Operating 30,000.00

Total 1200 · Pledges Receivable 114,666.66

Total Accounts Receivable 114,666.66

Other Current Assets

1330 · Prepaid Insurance 3,511.51

Total Other Current Assets 3,511.51

Total Current Assets 4,669,959.49

Fixed Assets

1510 · Building-Office 263,004.91

1520 · Landscaping-Office 10,433.25

1530 · Land-Office 43,083.00

1540 · Furniture & Equipment 119,789.69

1580 · Beech Hill Property

1581 · Beech Hill Barn 24,494.35

1582 · Beech Nut Renovation 564,242.73

Total 1580 · Beech Hill Property 588,737.08

1590 · Less accumulated depreciation (470,668.64)

Total Fixed Assets 554,379.29

Other Assets

1700 · Split-Interest Agreements

Coastal Mountains Land Trust

Balance Sheet

As of August 31, 2020

| | Aug 31, 20 |
|---|---------------------|
| 1710 · Beneficial Interest in CRUT | 11,917.83 |
| 1720 · Beneficial Int. in CRUT/BELL | 177,429.31 |
| Total 1700 · Split-Interest Agreements | 189,347.14 |
| 1740 · Steven GRLE | 153,281.64 |
| 1800 · Conservation Preserves | |
| 1805 · Conservation Preserves-FMV/Cost | 25,572,693.34 |
| 1810 · CMLT Allowance for Impairment | (23,968,985.67) |
| 1815 · Preserve Improvements | 93,300.15 |
| Total 1800 · Conservation Preserves | 1,697,007.82 |
| 1850 · Conservation Easements | |
| 1855 · Easements-Basis | 3,652,024.00 |
| 1860 · CMLT Allowance for Easement | (3,652,024.00) |
| 1865 · Easement Improvements | 391,669.02 |
| Total 1850 · Conservation Easements | 391,669.02 |
| Total Other Assets | 2,431,305.62 |
| TOTAL ASSETS | 7,655,644.40 |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| 2000 · Accounts Payable | 13,790.88 |
| Total Accounts Payable | 13,790.88 |
| Other Current Liabilities | |
| 2110 · Accrued Vacation | 5,640.19 |
| 2150 · Accrued Interest | 346.21 |
| 2260 · PPP Loan Payable | 83,800.00 |
| 2410 · Norcross Note Payable-0 int | 150,000.00 |
| Total Other Current Liabilities | 239,786.40 |
| Total Current Liabilities | 253,577.28 |
| Long Term Liabilities | |
| 2512 · Mortgage Payable-Trumbull | 16,200.00 |
| Total Long Term Liabilities | 16,200.00 |
| Total Liabilities | 269,777.28 |
| Equity | 7,385,867.12 |
| TOTAL LIABILITIES & EQUITY | 7,655,644.40 |

Coastal Mountains Land Trust
Monthly Statement of Operations - Short Form
April through August 2020

| | Apr - Aug 19 | Apr - Aug 20 | Budget 2020-21 |
|--|---------------------|---------------------|-------------------|
| Ordinary Income/Expense | | | |
| Income | | | |
| Operating Income | | | |
| 4000 · Contributions Income | 93,986.53 | 91,333.81 | 345,500 |
| 4080 · Capital Campaign Allocations | 13,891.74 | 5,423.91 | 34,300 |
| 4100 · Grants | 24,500.00 | 17,000.00 | 85,000 |
| 4200 · Event Income & Expenses | 0.00 | 5,213.00 | 6,500 |
| 4251 · Beech Hill Farm Income | 13,515.50 | 0.00 | 0 |
| Total Operating Income | 145,893.77 | 118,970.72 | 471,300.00 |
| Use of Reserves | | | |
| 4900 · Release of Restricted Funds | 51,228.13 | 47,850.29 | 146,644 |
| 4910 · Use of Unrest Operating Funds | 60,000.00 | 50,000.00 | 58,000 |
| Total Use of Reserves | 111,228.13 | 97,850.29 | 204,644 |
| Total Income | 257,121.90 | 216,821.01 | 675,944 |
| Expense | | | |
| 6000 · Advertising | 218.78 | 64.61 | 450 |
| 6142 · Community Engagement Exps. | 4,427.80 | 3,608.44 | 8,000 |
| 6150 · Fees | 13,731.70 | 7,570.23 | 19,750 |
| 6180 · Insurance | 10,153.22 | 11,372.22 | 30,300 |
| 6230 · Property Management Expenses | 30,159.17 | 26,329.57 | 56,260 |
| 6246 · Newsletter Expenses | 3,401.29 | 5,881.49 | 9,000 |
| 6250 · Office Expenses | 4,058.38 | 7,666.66 | 11,500 |
| 6256 · Postage and Delivery | 1,491.57 | 1,512.54 | 4,250 |
| 6258 · Printing & Publication Exps | 3,170.81 | 5,100.24 | 9,000 |
| 6260 · Professional Fees | 15,320.00 | 16,728.50 | 19,750 |
| 6297 · Real Estate Taxes | 32.04 | 1,420.48 | 4,750 |
| 6300 · Repairs & Maintenance | 4,682.21 | 1,494.23 | 5,750 |
| 6340 · Telephone & Internet | 1,071.21 | 1,069.35 | 3,000 |
| 6350 · Travel & Ent | 9,477.06 | 4,935.42 | 22,500 |
| 6400 · Utilities | 464.85 | 518.57 | 3,500 |
| 6560 · Payroll | 191,400.24 | 202,310.08 | 468,122 |
| Total Expense | 293,260.33 | 297,582.63 | 675,882 |
| Net Earnings | (293,260.33) | (297,582.63) | -675,882 |
| Other Income | | | |
| TBD - PPP - Federal Loan (to be forgiven) | 0 | 83800 | 0 |
| Net Earnings including other income | 0 | 83,800 | 0 |
| Total Investment Income*** | | | |
| Reserves & Endowments | 78555.27 | 557117.03 | 0 |
| Land Acquisition funds | 21066.43 | 80458.15 | 0 |

Coastal Mountains Land Trust
Monthly Statement of Operations - Short Form
April through August 2020

| | Apr - Aug 19 | Apr - Aug 20 | Budget 2020-21 |
|-------------------|--------------|--------------|----------------|
| Stewardship Funds | 1003.81 | 11141.5 | 0 |
| | 100625.51 | 648716.68 | 0 |

*** Sum of 7800, 7805,7810 and 8800

Coastal Mountains Land Trust
Restricted Funds and Grants Report

| | Balance as of | Activity April-August, 2020 ----- | | | | | | Fund | Less | Cash | Cash |
|---|----------------|-----------------------------------|------------|------------------------|---------------|-------------|----------------------------|---------------|-------------|------------|--------------|
| | March 31, 2020 | Contributions | Grants | Inv. Income & | Release of | Capital | Interfund | Balance as of | Outstanding | Advance | Fund Balance |
| | | (Excl in-kind) | | Appreciation of Assets | Funds | Purchases | Transfer | Aug 31, 2020 | Pledges | Payable | Aug 31, 2020 |
| | | | | (Net of Fees) | or Withdrawal | | (& surplus fund transfers) | | | | |
| RESERVES & ENDOWMENTS | | | | | | | | | | | |
| Permanently Restricted Funds (PRFs): Managed for long-term protection: | | | | | | | | | | | |
| Land Trust Endowment PRF - Corpus \$47,738.60 | 47,738.60 | 0.00 | | 11,116.85 | 0.00 | 0.00 | 0.00 | 58,855.45 | | | 58,855.45 |
| McLellan Poor Preserve Endowment PRF-Corpus \$22k | 25,210.43 | 0.00 | | 5,870.73 | 0.00 | 0.00 | 0.00 | 31,081.16 | | | 31,081.16 |
| Fernalds Neck Preserve Endowment PRF-Corpus \$550k | 550,000.00 | 0.00 | | 126,253.90 | 0.00 | (12,768.00) | 0.00 | 663,485.90 | | | 663,485.90 |
| Temporarily Restricted Funds (TRFs): Managed per restrictions: | | | | | | | | | | | |
| Land Trust Stewardship Reserve TRF-Contributions total-\$334,819.38) | 334,819.38 | 0.00 | | 0.00 | (10,000.00) | 0.00 | 0.00 | 324,819.38 | | | 324,819.38 |
| Conservation Lands Defense TRF-Contributions total-\$224,896.28 | 224,896.28 | 0.00 | | 0.00 | 0.00 | 0.00 | 0.00 | 224,896.28 | | | 224,896.28 |
| Beech Hill Preserve TRF-Contributions total \$280,000 | 281,755.10 | 0.00 | | 0.00 | 0.00 | 0.00 | (1,755.10) | 280,000.00 | | | 280,000.00 |
| Pendleton TRF - Goal \$50,000 | 0.00 | | | | | | 50,378.72 | 50,378.72 | | | 50,378.72 |
| Howe Hill Farm TRF - Goal \$75,000 | 46,037.86 | 0.00 | | 0.00 | 0.00 | 0.00 | 0.00 | 46,037.86 | | | 46,037.86 |
| Board Designated Funds (BDFs): Managed for growth of BDFs | | | | | | | | | | | |
| Land Trust Operating Reserve BDF | 201,969.06 | 0.00 | | 46,136.02 | (11,013.00) | 0.00 | 0.00 | 237,092.08 | | | 237,092.08 |
| Bald & Ragged BDF - Baseline total \$200,000 | 200,000.00 | 0.00 | | 46,573.84 | 0.00 | 0.00 | 0.00 | 246,573.84 | | | 246,573.84 |
| Land Trust Stewardship Reserve BDF - income from line above | 310,481.55 | 0.00 | | 198,600.50 | (21,046.00) | 0.00 | 0.00 | 488,036.05 | | | 488,036.05 |
| Beech Hill Preserve BDF - income from line above | 0.00 | 0.00 | | 65,612.09 | 0.00 | 0.00 | 1,755.10 | 67,367.19 | | | 67,367.19 |
| Pendleton BDF | 0.00 | 0.00 | | 5,998.52 | 0.00 | 0.00 | 23,321.75 | 29,320.27 | | | 29,320.27 |
| Howe Hill Farm BDF | 0.00 | 0.00 | | 10,720.80 | 0.00 | 0.00 | 0.00 | 10,720.80 | | | 10,720.80 |
| Unrestricted Invested Funds: Surplus operating funds managed for growth | | | | | | | | | | | |
| 0.00 | 181,715.69 | 0.00 | | 40,233.78 | (50,000.00) | 0.00 | 0.00 | 171,949.47 | | | 171,949.47 |
| TOTAL Reserves & Endowments Investment Account | 2,404,623.95 | 0.00 | 0.00 | 557,117.03 | -92,059.00 | -12,768.00 | 73,700.47 | 2,930,614.45 | 0.00 | 0.00 | 2,930,614.45 |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| ACQUISITION FUNDS | | | | | | | | | | | |
| Fund managed with unpredictable, near-term use of corpus: | | | | | | | | | | | |
| Fernalds Neck Acquisition Reserve TRF | 322,225.66 | | | 57,168.64 | | | | 379,394.30 | | | 379,394.30 |
| | | | | | | | | | | | |
| Funds managed with frequent, unpredictable income and expense: | | | | | | | | | | | |
| Ducktrap River Watershed TRF | 4,650.21 | | | | | | | 4,650.21 | | | 4,650.21 |
| Bald & Ragged Mountains TRF (Land Acq) | 385,782.37 | 14,687.79 | 100,000.00 | | | 0.00 | | 500,470.16 | (80,166.66) | | 420,303.50 |
| Bald & Ragged Mountains TRF (Trails) | 469,866.45 | | | | | (54,136.47) | | 415,729.98 | | | 415,729.98 |
| Beech Hill Expansion TRF | -63,871.22 | 6,789.00 | | | | | | (57,082.22) | (5,000.00) | 75,000.00 | 12,917.78 |
| Morgan / Hurds Pond TRF (Morgan donation balance) | 98,666.42 | -700.00 | | | | | | 97,966.42 | | | 97,966.42 |
| Meadow Brook/Hurds Pond TRF (D. Thanhauser donations balance) | 46,668.46 | | | | (1,420.00) | (9,800.00) | | 35,448.46 | 0.00 | | 35,448.46 |
| Mt. Tuck Region of Interest TRF | -34,399.59 | 23,299.30 | | | (3,217.29) | | | (14,317.58) | | 91,200.00 | 76,882.42 |
| General Acquisitions BDF | 34,514.46 | | | 23,289.51 | (1,154.00) | | | 56,649.97 | | | 56,649.97 |
| TOTAL Acquisition Funds | 1,264,103.22 | 44,076.09 | 100,000.00 | 80,458.15 | -5,791.29 | -63,936.47 | 0.00 | 1,418,909.70 | -85,166.66 | 166,200.00 | 1,499,943.04 |
| | | | | | | | | | | | |
| STEWARDSHIP FUNDS | | | | | | | | | | | |
| Funds managed to expend corpus as soon as possible: | | | | | | | | | | | |
| Beech Hill Preserve 100th Anniversary Capital Campaign TRF | 27,761.03 | | | | | (9,925.00) | | 17,836.03 | | | 17,836.03 |
| Mount Percival Preserve Stewardship TRF | 12,695.00 | | | | | | | 12,695.00 | | | 12,695.00 |
| Long Cove Hdwaters/Main Stream Prsvs (CMP) Stewardship TRF | 7,995.19 | | | | | | | 7,995.19 | | | 7,995.19 |
| Pendleton Stewardship TRF | 50,378.72 | | | | | | (50,378.72) | 0.00 | | | 0.00 |
| Pendleton Stewardship BDF | 23,321.75 | | | | | | (23,321.75) | 0.00 | | | 0.00 |
| RunBelfast | 975.32 | 487.48 | | | | | | 1,462.80 | | | 1,462.80 |
| General Stewardship BDF | 815.74 | | | 11,141.50 | | | | 11,957.24 | | | 11,957.24 |
| TOTAL Stewardship Funds | 123,942.75 | 487.48 | 0.00 | 11,141.50 | 0.00 | -9,925.00 | -73,700.47 | 51,946.26 | 0.00 | 0.00 | 51,946.26 |
| | | | | | | | | | | | |
| PROOF | 3,792,669.92 | 44,563.57 | 100,000.00 | 648,716.68 | (97,850.29) | (86,629.47) | 0.00 | 4,401,470.41 | (85,166.66) | 166,200.00 | 4,482,503.75 |

Coastal Mountains Land Trust
Land Protection Committee Minutes
September 8, 2020

Members Present: (to a video conference meeting due to the coronavirus pandemic) Ian Stewart (chair), Roger Rittmaster, Heather Rogers, Malcolm White, Sadie Lloyd, Margo Davis, Lys Pike, Jack Shaida, David Thanhauser, Judy Wallingford

Members Absent: Scott Hoyt, Kathy Young, David Noble, Jim Krosschell, Ryan Gates, Courtney Collins,

Active Projects

Camden, Rockport, Lincolnville & Hope Area

Town of Lincolnville Property swap, Lincolnville

- The town attorney has everything they need from the Land Trust to review the transaction and prepare documents, including the Conservation Easement, survey, title review, and environmental assessment done by the Land Trust.

Sherman's Point Realty Trust Property, Camden

- The Nature Conservancy is reviewing a proposed amendment to the existing covenants they hold
- We have sent an updated MOU and letter responding to the neighbors, hopeful that we can reach an agreement and level of trust to complete the donation.

Perkins Property, Lincolnville

- The property is currently being surveyed.
- An easement draft has been provided to the landowner.

Bald & Ragged Mountains Focus Area - no active projects at this time

Belfast, Belmont, Northport, Swanville Area

Eurovia Properties, south of Hurds Pond, Belfast

- We commissioned an appraisal which came back at \$80,000 for 166 acres and offered to purchase the property for that price. They are considering the offer and gathering information.

Sturruup/Shelley, Tilden Pond, Belmont

- The landowners are working with an appraiser to help them decide how to sell the property - whether to create one more building lot and which property would retain the property under conservation easement.

Conard/Randall Property, Northport

- The landowners had wanted to work in conjunction with their neighbors (Preble/Maniak, all along the Piper Stream). Now that Preble/Maniak have made a decision, hopefully we can move ahead to conserve the Conard/Randall property this year.
- They plan to donate ca. 25 acres of land that will allow for a small parking lot and trail along Piper Stream, abutting the Greenlaw Farm.

Searsport Stockton, Stockton Springs, Prospect

Smith Property, Mount Tuck

- Beth Smith has agreed in principal to an installment sale for her two properties 3-4 years in length. The price has not been confirmed yet, nor has the duration. Additionally we need to figure out whether we will take possession at the beginning of the contract or the end.
- We are working on a purchase and sale for a \$38,000 installment sale.
- We are paying for a survey of the smith properties from Allan Gordon.

Haas Property, Mount Tuck

- We have a signed purchase and sale for \$22,000. The plan is to close by the end of the year.

Projects with potential or possible perceived conflicts of interest with Committee Members

Walsh Property, Swanville – Heather gave a brief update on this inquiry from a landowner on Toddy Pond. David Thanhauser is a landowner on Toddy Pond. Mr. Welsh reached out to the Land Trust interested in learning more about conservation of his 150 acres of land on the pond. Heather has not heard back from the landowner but the entire committee was excited about this prospect.

Waldo, Morrill, Knox & Brooks Area

No current projects

Active Land Protection Projects, No Updates

Bresnahan Property, Camden and Rockport

Griffin, Camden

Hope Orchards, Hope

Elder, Northport

Little River-Lower Reservoir Parcels, Northport & Belfast

Stevens Life Estate Additions, Searsport

Bowden Point Subdivision, Prospect

Little River Upper Reservoir, Belfast

Coastal Mountains Land Trust
Stewardship Committee Minutes
September 8, 2020

Committee Members :

In Attendance: Gary Gulezian, Roy Call, Maury Hepner, Malcolm White, Sue Conard, David Randall, Bob Olfenbuttel, David Thanhauser, Elisabeth Wolfe, , Ryan Gates, Jack Shaida, Ryan O'Neil,

1. Fernalds Neck Gate –
 - Ryan presented on issues with the neighbors we have had at Fernald's Neck this summer. We've had some conflict between the neighbors and users at the preserve, and to resolve these tensions, we hired two temporary staff persons to assist with closing the gate.
 - We are talking with the Cole Family (the neighbors) to resolve a set of issues they have around the preserve. The access road to the preserve crosses their property over a right-of-way. As such, we are looking at options to minimize impact of preserve users on them. These include getting an automatically opening gate at the preserve, and potential staffing next summer.

2. Blueberries for All –
 - We had a very successful free pick this year. 1515 people came to pick blueberries. Everyone was safe and we received universally positive reviews of the event.. We recently had our Organic MOFGA inspection and feel like there should be no issue with our2020 certification.
 - Some committee members commented on how calm the event was compared to past work.

3. Round the Mountain and Snow Bowl-
 - A brief update on the trail construction. We are going to walk the trail next month as a committee.
 - Ryan told the committee about the work Ryan O'Donnell a local contractor will be doing this fall, to improve the existing Kuller Loop trail on the snowbowl side of the mountain. This trail is the snowbowl side access to the Round the Mountain Trail.

4. Beech Hill Expansion-

- Slated for construction In 2021 we will be laying out and requesting quotes for our expansion. We did have power turned on in the Chapman Barn and will be making minor improvements to ready this for some use. We will be offering this to local schools and organizations as an outdoor meeting or gathering area.
5. Ducktrap Knotweed –
- On August 27th, Amanda Devine, Stewardship Manager for MCHT visited the Ducktrap River and made an application of Glyphosate based RODEO to 14 sites of Japanese knotweed on the Ducktrap River, near Route 52. Amanda used three different application methods on the knotweed, depending on its size, foliar spray with a backpack sprayer, cut stem and injection, and cut stem and drip with a handheld sprayer bottle. Every site we treated had previously been managed with some organic management except for one area, downstream and right of Route 52, which is new in the past four years. We applied on warm, sunny, and dry day. There was little water in the river. There was a de minimis amount, if any herbicide, that made its way into the river.
 - In total Amanda used less than 6oz of Glyphosate. She commented on how easy it was to apply the herbicide, and how this is one of the most targeted applications she has ever done.
 - The efficacy of the application will not be fully apparent until next spring. Jack will provide updates to the committee on the impacts of this project.
6. Mainstream Update
- We have installed an interpretive sign at Main Stream late July, and opened a short overlook trail that looks over the stream at the site of the 19th century dam abutments.
 - Additionally, some beavers have created a dam on a culvert under the trail, flooding a 150ft section of trail. The work crew put in a temporary reroute. Around this section of trail.

CMLT BUILDING COMMITTEE
AGENDA
9/16/2020
3:30 PM

1. Activity since last meeting on 7/9/20
 - new heat pump to be installed by Justin Electric late Sept.
2. Existing Conditions Report — review draft report
3. Foundation — what we know, & what we don't know
 - recommend to Board?: Excavate the building foundation.
Excavate in the Fall of 2020 or in 2021?
4. Roof — reroof south side in 2021?
 - reroof rest of roof within 3-5 years
5. 2021 Budget Items — roof; excavation of foundation; climate controlled
Records storage
6. Office space expansion — addition to current building vs. satellite office?
 - Recommend to Board? : Provide guidance on program plans in order to address this subject.
7. Other business

CMLT OFFICE BUILDING

September 16, 2020

Coastal Mountains Land Trust's office building at 101 Mt. Battie Street in Camden was built in the year 2000, and over the past 20 years it has served the land trust well as the organization has grown and matured. Now, however, the building no longer provides adequate work space for the organization's expanded number of staff and it also has maintenance issues which need to be addressed.

Maintenance Issues

- 1) Roof — Some of the maintenance needs are those of a 20-year old building, such as a roof that will soon need to be resingled. The south side of the roof especially will need to be resingled in the next year or two, very probably in 2021, and the rest of the roof will likely need to be done in the next 3-5 years.
- 2) HVAC System — Other maintenance needs have been identified as the building has been occupied for two decades, for example, some areas in the building are not adequately served by the HVAC system. The entry and front office area is a particular problem as is the conference room. The decision has been made to install a second heat pump for the building to serve the front parts of the building, and this heat pump is expected to be installed in late September or early October of 2020. The HVAC needs of the conference room may be addressed at a future time.
- 3) Foundation — The land trust's building was built on an old mill site, the Seabright Dam & Woolen Mill; and the northeast corner of the building's foundation has and continues to settle. There are cracks in the foundation walls and slab and cracks in the first floor walls. The settling has also resulted in other problems such as a door and windows that did not open about six years ago. This has since been corrected. Some corrective actions to repair settling damage to the basement/foundation walls were made in 2014, but the building has continued to settle over the past few years. On 7/15/20 Richard Lee of Landmark Construction, who had done the corrective work in 2014, met with Ryan Gates and determined that the building had settled an additional $\frac{3}{4}$ of an inch since 2014. The total settling is now at least an inch and a half since the building was constructed. What is not known is the nature of the land under the foundation, especially under the building's northeast corner, and what can be done to correct the problem. The only way to really determine this is to remove the building's deck at that location and excavate the foundation.

Other Issues

- 1) Climate Controlled Records Storage — Organizational records are currently stored in file cabinets in the basement of the building. While no problems have occurred so far with their storage, it would be very appropriate for the records to be stored in a climate controlled area. It is believed such a storage area could be built in the basement of the building.
- 2) Solar Power — It would be appropriate for the land trust to explore solar power or other renewable energy options for the building. Some very preliminary discussions have occurred. Most advice to date has been that the Land Trust should consider options to join a community solar farm as one is developed locally instead of trying to install solar panels on its own roof.
- 3) Storage of Large Equipment — At present all land trust tools and equipment are stored in the basement of the current building. Serious consideration is being given to acquiring some large equipment like a tractor and/or a gravel transporter for trail maintenance. If such equipment is acquired a “stewardship barn” will be needed. A very good candidate to meet this need is the structure at 209 Beech Hill Road on the land where the Beech Hill - Erickson Field connecting trail will be built.

Additional Office Space Needs

As mentioned above, the land trust office building no longer provides an adequate amount of work space for the organization’s current staff. The building is very full with people doubled up in offices and with individual work spaces also located in the conference room and in the open work area toward the back of the building. The perceived need for additional office space, however, cannot be appropriately determined until the organization’s **future programmatic plans and requirements** are more fully identified and decided.

The land trust has a strategic plan for the next few years which includes adding staff beyond the current complement to handle the stewardship needs of the ever-growing amount of conserved land as well as community engagement staff needs. In addition, the organization also needs to decide whether or not to have a second office in the northern part of the service area, probably in Belfast. Presumably if a satellite office is established some of the office space needs will be met there, reducing the amount of office space needed at the Camden location.

Plans for an addition to the current building were drawn a number of years ago, and that addition was proposed to go off the south side of the building. Richard Lee suggested to Ryan Gates on 7/15/20 that it might be more cost effective to add an addition to the southeast corner of the building going out to the east because of the roof lines and the need to reshingle the roof.

It is also appropriate to determine if it makes sense for the current Covid pandemic work adjustments, such as working more from home, will be continued after the pandemic has passed. Where and how staff work obviously impacts how much and what sort of office space is needed.

Maintenance Issues & Office Need Solutions Are Intertwined

The answers or solutions to some of the above issues and needs are intertwined and hinge on the determination of future programmatic plans and requirements. It would not be fiscally prudent, for example, to reroof all of the current building if an addition to the building will be added soon thereafter. Likewise work to solve the foundation settling problem perhaps might best occur in conjunction with adding an addition to the current building, if that addition is to be done. It would be very helpful over the next 3 to 6 months to determine the land trust's future programmatic plans and requirements so that the necessary progress can be made on addressing the above issues and needs.