

NEW YORK NEW JERSEY TRAIL CONFERENCE CONSERVATION COMMITTEE CHARTER

(The Conservation Committee is a Committee of the Corporation)

Scope of Work

The Conservation Committee advances the Trail Conference's mission primarily by acquiring fee simple properties and easements needed to improve, preserve and extend the Conference's trail networks.

Responsibilities -- The Committee shall be accountable to the Executive Director for:

- Annually preparing a conservation plan in alignment with overall strategic plan and policies, and reporting on outcomes.
- Cultivating relationships with other non-profit entities, governmental agencies and with landowners (collectively "stakeholders"), to develop and exploit opportunities for acquisition of lands, easement rights, license and right-of-way agreements or consents deemed important for the improvement of the Conference's trail network.
- When warranted, entering into negotiations with stakeholders to create and present to the Board proposals for the protection of trail lands, whether by the use of Land Acquisition and Stewardship ("LASF") funds for trail improvement purposes.
- Negotiating, where practicable, arrangements for sharing for sharing acquisition costs between the Trail Conference and one or more stake-holders; and for recovering all or part of the Trail Conference's contribution upon resale to a state or local governmental entity.
- Preparing estimates of title examinations, survey, legal, and other acquisition-related transaction expenses and recommending expenditures for Executive Director approval.
- Coordinating the foregoing activities with the appropriate Regional Trail Councils by appointing Conservation Committee members to attend and report on Regional Trail Council meetings.

Membership

- The Conservation committee chair is nominated by the Executive Director for Board approval. The Committee chair in consultation with the Executive Director invites other individuals to become members of the Committee, preferably with representation from each region. Terms on the Conservation Committee are for one calendar year. Members may be reappointed by the nomination and approval process above.
- The Executive Director will name a staff member as the primary liaison to the Committee and Project Manager(s) as needed.

Meetings

- The Committee will determine the frequency, times, and locations of its meetings.
- The chair will convene meetings, prepare meeting agendas, and work with members to set priorities. The chair may designate any Committee member as the temporary chair to facilitate a meeting.
- Meetings will be announced on the Trail Conference website along with agendas and minutes.
- A majority of members (present either in person or by telephone) shall suffice as a quorum, and a majority vote of such members present shall be necessary for action on agenda items.
- Work of the Committee can be done electronically or by conference calls.

This charter approved by the Conservation Committee on April 24, 2016 and
approved by the Board of Directors on April 26, 2016.