



2019 Committee Descriptions

Accreditation Committee, Chair:

The purpose of the Accreditation Committee is two-fold. Initially, they will work with HCC Staff to develop and/or refine policies and procedures as needed for the Land Trust Accreditation Commission (Commission) application. The Committee may make recommendations for adoption of policies to the Board. Once HCC has adopted the recommended policies and procedures suggested by the Commission, the Committee will supervise the application process and interact with the Commission as needed. The Committee meets as needed.

Audit and Finance Committee, Chair: Adam Vehik

The Audit and Finance Committee works with staff and oversees the annual audit process; works with staff and the HCC accountant to track HCC's finances; and, keeps the Board informed on a quarterly basis. The Committee works with staff to manage investments and contingency reserves. The Committee works with staff to draft the annual operating budget and present it to the Board for action at the annual meeting. The Committee may recommend action items, including adoption of procedures and policies, to the Executive Committee and Board of Directors. The Committee meets quarterly, and may meet more regularly as needed.

Board Governance Committee, Chair: Pat Fox

The Committee is comprised of the Immediate Past President, President, President-Elect, and at least two At-Large Board members. The purpose of the Committee is to evaluate annually each Director's compliance with the Board Service Policy and report the findings to the Executive Committee and Board of Directors; assist in cultivating new Board/donor prospects; oversee Board recruitment, training, and recognition; nominate new Board members and officers as appropriate; develop and implement a Board evaluation tool; and, recommend changes to the Board Service Policy as appropriate. The Committee meets as needed.

Communications and Governmental Relations Committee, Chair: Larry Graham

The purpose of the Communications and Governmental Relations Committee is to engage public officials and other decision-makers on an as needed basis to help secure funding for HCC, and works with HCC Staff on issues related to public relations and external communications; and, development of HCC materials on an as needed basis. Members of the Committee may occasionally travel to other cities at their own expense to lobby on behalf of HCC. The Committee may recommend action items, including adoption of procedures and policies, to the Executive Committee and Board of Directors. The Committee meets as needed.

Executive Committee

Pursuant to the HCC Bylaws, the Executive Committee shall consist of the President, the President-Elect, the Secretary, the Treasurer, the Chairman of the Land Committee, and up to three other Directors to be named by the President as soon as feasible after the President takes office. The President shall act as Chair of the Executive Committee. The Executive Committee shall have and may exercise, when the Board of Directors is not in session, all of the authority and powers of the Board in regard to matters of urgency (as reasonably determined by the Executive Committee, under the applicable circumstances) and to those matters specifically designated to the Executive Committee by the Board. The Executive Committee reviews and may take action on recommendations from the Land Committee regarding the terms and conditions of land transactions. The Executive Committee may review draft policies and procedures before those policies and procedures are presented to the Board of Directors. The Executive Committee is responsible for supervising the Executive Director to further the mission of the organization. The Committee meets quarterly.

Resource Development Committee, Chair: Matt Valdez & Jennifer Wenzel

The Resource Development Committee builds a culture of enthusiasm for fundraising and donor stewardship among the board members. The Committee's work is to cheerlead and to provide peer-to-peer accountability to ensure board members fulfill their fundraising responsibilities. The Committee partners with staff to develop tools and training to help board members effectively identify funding sources; support solicitations and major gift fundraising; and, recruit non-Board members to participate on the Committee. The Committee partners with staff to create, review, implement, and provide reports on multi-year and annual fundraising plans. The Committee helps to steward current donors by participating in regular thank-you activities. The Committee may recommend action items, including adoption of procedures and policies, to the Executive Committee and Board of Directors. The Committee meets quarterly.

Land Committee, Chair: Jim Balthazar

The Land Committee works with staff on the selection, acquisition and stewardship of land projects and makes recommendations, as appropriate, to the Board of Directors regarding execution of related documents. The Committee is responsible for working with HCC staff and legal counsel to draft policies relevant to its work and to recommend adoption of those policies by the Board of Directors. This Committee meets two weeks in advance of each Board meeting.

Violet Crown Trail Committee, Chair: Katie Ryan

The VCT Committee supports HCC staff and VCT partners to cultivate a conservation ethic and general enthusiasm for the trail and the educational opportunities it provides. The committee aligns with and supports HCC's work within the VCT Stewardship Council, acting as a liaison for the trail to the community through activities such as hosting walks, clean-ups and encouraging others to take a hike. The VCT Committee Chair shares relevant concerns and opportunities discovered by this group with the Executive Committee and Board to keep the VCT relevant and a positive contributor to HCC's brand, mission and vision. On an annual basis, the committee reviews the construction progress and upcoming work to help inform the following year's budget needs.