

Valles Caldera Trust
Minutes of the Working Meeting – September 5, 2007
Tierra Amarilla, New Mexico

Board members present:

Tracy Hephner, chair
Bill Keleher, vice chair
Steve Henry
Dan Jiron
Darlene Koontz
Jim Range
Ed Tinsley

Staff present:

Jeffrey Cross, Executive Director
Debbie Boggess, Administrative Officer
Rob Dixon, IT Manager and Recreation Coordinator
Berta Pantoja, Administrative Assistant
Bob Parmenter, Preserve Scientist
Marie Rodriguez, Natural Resource Coordinator
Dennis Trujillo, Preserve Manager

1. FY07 Budget

Administrative officer Debbie Boggess reported that the Trust received \$3.5 million in fiscal year 2007; as of August 31, more than 90% is spent; the anticipated carryover is about \$250,000.

2. FY08 Budget

The proposed FY08 is based on the 2007 budget of \$3.5 million plus \$250,000 carryover, plus \$20,000 in quarters revenues. The \$3.8 million budget is divided as follows: 29% for administration; 14% research; 8% Preserve operations; 13% planning; 12% infrastructure; and 4% special uses and events.

Ed Tinsley made the motion to approve the budget. Stephen Henry seconded. The motion was approved.

3. Access and use fees

The Board reviewed fee schedules for activities and programs on the Preserve and directed staff to develop a report on how fees are set.

4. Strategic Business Plan

Ed Tinsley discussed the need to hire an outside consultant to help the Trust develop a business plan. Jim Range and Ed will form an ad hoc committee to develop a briefing for the Board.

Jim Range made the motion to approve the ad hoc committee moving forward with planning for a business plan. Bill Keleher seconded. The motion was approved.

5. State of the Preserve

Executive Director Jeff Cross distributed a copy of the draft State of the Preserve and updated the Board on the progress. He said it will be revised based on comments received from the Board and distributed to the public in mid-September for review.

6. Valles Caldera Trust Mission Statement

Executive Director Jeff Cross distributed copies of the approved mission statement and a shorter, edited version of the mission statement. There general agreement that the long version should be edited for accuracy and clarity and presented for adoption at a public meeting.