

# Jefferson County Farmland Protection Board

## Board Meeting Monday, May 8, 2023 6:00 PM

Jefferson County Department of Fleet & Facilities Management (Maintenance Building)  
128 Industrial Blvd. Kearneysville, WV

### Agenda

\* Action item

6:00 PM .....Call to Order and Opening Remarks

#### Introduction of Guests

**Approval of Minutes of Previous Meeting** (April 10, 2023) \*

**Approval of Treasurer's Report:** (March 2023 \* and April 2023 \* )

**Administrative Report**

#### New Business:

1. Consider for approval: Revised Bylaws \*
2. Consider for Approval: Conrad Legal Corporation proposal for services. \*
3. Consider for approval: Spring 2023 monitoring reports (21 reports)\*
4. Consider for approval: Submission of Property 2023-05 application to the WV Agricultural Land Protection Authority for matching funding. \*
5. Consider for approval: appointment of Catharine Johnson to Joint Oversight Committee for the performance review of the Administrative Assistant/Stewardship Coordinator. \*

#### Other Business Items

1. Discuss possible policy for electronic signatures on legal documents and on closing documents for Deeds of Easement.
2. Discuss possible policy for donations.
3. Schedule review of draft 2024 budget.

Public Comment

Closing Remarks

Adjourn. The Jefferson County Farmland Protection Board reserves the right to rearrange items on the agenda if necessary to accommodate time constraints of the public or the Board.