

**Jefferson County
Farmland Preservation Board
Minutes
December 4, 2000**

Present: Roger Dailey, Shannon Donley, Joe Osterman, Jack Quinn, and Janet Stine.

Not Present: Jane Peters and Edgar Ridgeway.

Others: Effie Callas and Craig Yohn.

Chairman Shannon Donley led discussion about future meetings and it was decided that there would be no further meeting in December. The next meetings would be held on January 15th and 29th at 7:00 p.m. in the County Commission Office.

The chairman distributed additional examples of by-laws and programs from nearby geographical areas.

Effie Callas recommended that each member of the committee should receive an orientation package containing the West Virginia Farmland Protection Act, bylaws of the Jefferson County Farmland Protection Board, the Jefferson County Farmland Protection Program and the Open Government Proceedings Act.

A committee of Jack Quinn, Shannon Donley and Effie Callas developed a draft of the bylaws for the Jefferson County Farmland Protection Board. Shannon led discussion on the proposed bylaws and the followings changes or clarifications were made:

- It was agreed that each member of the board should vote on each matter submitted for a vote. (Article II, Section 2)
- It was agreed that a quorum would be defined as four voting members of the board for the transaction of any business. (Article IV, Section 6)
- Discussion about the resignation or removal of members (Article IV, Section 4). It was decided to change "non-attendance at four or more meetings per **fiscal year** rather than calendar year".
- There were also some questions about the abilities and powers of the treasurer, the board's ability to raise and keep separate monies and how this ability would work with the County Commission.

A motion was made by Roger Dailey, seconded by Joe Osterman that the proposed bylaws be approved as amended. The motion passed unanimously.

Agenda for the next meeting was discussed. It was agreed that a Farmland Protection Plan was the next item to be developed. The chairman asked for volunteers and Janet Stine and Joe Osterman agreed to work with Craig Yohn to begin the development of such a plan. Once the plan is developed a criterion would be developed based on the approved plan.

Effie Callas announced that the Eastern Panhandle Land Trust was sponsoring a Public Information Session on April 7th at the Woods Resort on "Attaining Easements".

With no further business, a motion was made by Janet Stine, seconded by Joe Osterman to adjourn the meeting.

Respectfully submitted,
Craig W. Yohn
Acting Secretary