



Port Tobacco River Conservancy
Board of Directors Meeting Minutes
Special Meeting December 3, 2008

Attendance: Heather Dobysz, Carlyle Lancaster, Debra Murphy, Mark Stancliff, Terry Stancliff

I. Opening: 6:42 pm

- a. Meeting to discuss the Executive Director transition from Debra to Heather. Also, to vote to remove the "Spring" designation from the voting in of BOD members. Then no designation of date is made.
- b. Bylaws #3f – remove "in the spring of each year", but leave annual meeting for spring. All present interpret bylaws as BOD term limits are to end in the spring.
- c. Need letters from Kurt and Maury resigning then BOD will elect two new BOD members to replace them. Then at the Annual membership meeting in the spring the membership votes in any nominations for the BOD.
- d. No vote can be made because there is not a quorum.
- e. Debra has completed the Silent Auction letters. She should have all the letters done by the week of the 15th. This will help the transition to Heather. She and Heather will get together and Debra will give her all the information and go over everything Heather needs to know.
- f. The transition will officially take place at the January BOD Meeting. Debra will transfer all information to Heather at the meeting. They will meet before to make sure Heather is comfortable with everything.

II. Treasurer's Report.

- a. Carlyle submitted a Profit & Loss Statement, Balance Sheet, and Check Detail..

Adjournment: 8:08 pm

Respectfully Submitted,
Terry Stancliff