

**Outdoor Heritage Conservation Fund  
Business Meeting  
November 18, 2009  
WV Division of Natural Resources Office  
Gassaway, WV**

Agenda:

- 10 am            Call to order
- Roll Call and Introductions
- Agenda Approval
- Approval of Minutes
- 10:15 am        Business Items
- Conservation Planning Committee report and discussion
  - Development of OHCF policies and procedures, including distribution of sample grant applications
  - Legislative rules and letters of thank to technical assistance partners
  - Fundraising philosophy
  - Trustee forms to record time
  - Letter of support for Forest Legacy project
  - DOC-DNR-OHCF MOU
  - Accreditation
  - Other business items
- 12:30 pm        Working lunch
- 1:00 pm         Reports
- Financial report and overview of financial process – Steve Meester
  - Update on potential project – Lavonne Paden, WV Agricultural Land Protection Authority
  - Reports from partners
- 1:30 pm         Adjournment