



## MINUTES CONSERVATION BANK BOARD

Thursday, March 1, 2012, 9:00 a.m.

Oconee County Administrative Offices, Council Chambers, 415 S. Pine Street, Walhalla, SC 29691

### MEMBERS

Mr. Shea Airey, District I, Chairman  
Mr. Bob Hill, At Large Member, Vice Chairman  
Mr. Rocky Nation, District III, Secretary  
Mr. Andy Lee, District II

Mr. Marvin Prater, District IV  
Mr. Richard "Lynn" Harwell, District V  
Mr. Ed Land, At Large Member  
Ms. Elizabeth G. Hulse, Staff Liaison

The Oconee County Conservation Bank Board met in Council Chambers, 415 South Pine Street, Walhalla, SC with all Members present [except Mr. Prater] and Elizabeth Hulse, staff liaison.

**Press:** Pursuant to the Freedom of Information Act, notice of the meeting, date, time, place of meeting and agenda were posted on the bulletin board at the County Administrative Offices, 415 South Pine Street, Walhalla, SC, and the County Council website [[www.oconeesc.com/council](http://www.oconeesc.com/council)]. In addition it was made available [upon request] to the newspapers, radio stations, television stations and concerned citizens.

Member of the press present: Carlos Galarza – Daily Journal

### Call to Order:

Mr. Airey called the meeting to order at 9:00 a.m.

### Approval of Minutes:

Mr. Hill made a motion, seconded by Mr. Harwell, approved 6 – 0 to approve the minutes from the February 1, 2012 meeting as presented.

### OCCB Bank Account Options/ County Treasurer, Mr. Greg Nowell

Mr. Nowell addressed the Board stating that it was his opinion that any account should be set up and administered solely by the Board and not co-mingled with other county accounts. Mr. Nowell questioned if the Board had begun the process to be designated a 5013C tax exempt organization. Mr. Airey stated that this process has not yet begun. Mr. Airey stated he would research and report at the next meeting information related to obtaining a 5013C status. The Board also identified the need to appoint an OCCB Treasurer after the 5013C status is established with duties to be clearly outlined. Discussion followed.

Mr. Airey directed the staff liaison, Ms. Hulse, to contact the County Administrator to request assistance from the county attorney in preparing the paperwork and filing all necessary documents to obtain the Board's 5013C status [copy of email and response filed with these minutes].

### Discussion & Possible Adoption of the Following Forms:

- OCCB Statement of Interest
- OCCB Application Form
- OCCB Criteria Sheet
- OCCB Criteria Scoring Form

Mr. Airey noted that all forms were modeled after the state bank forms and that he had in preparing the forms reviewed them to ensure compliance with Ordinance 2011-16.

**OCCB Statement of Interest:**

Mr. Harwell made a motion, seconded by Mr. Land, approved 6 – 0 to adopt the OCCB Statement of Interest form as presented.

**OCCB Application Form:**

Lengthy discussion took place regarding various aspects of the form and processes for submittal, review, evaluation and approval.

Mr. Harwell made a motion, seconded by Mr. Land, approved 6 – 0 to adopt the OCCB Application Form as presented.

**OCCB Criteria Sheet:**

After discussion of various sections of the criteria sheet it was unanimously agreed upon by the Board that after adoption of the forms that a “test case” be evaluated to identify areas for improvement in the forms and/or processes.

Mr. Harwell made a motion to table approval of the OCCB Criteria Sheet until after the test case. No second was received; the motion died for lack of a second.

Mr. Hill made a motion, seconded by Mr. Airey, approved 5 – 1 [Mr. Harwell opposed] to adopt the OCCB Criteria Sheet as presented.

**OCCB Criteria Scoring Form:**

Lengthy discussion took place regarding the financial section of this form.

Mr. Airey made a motion, seconded by Mr. Land, approved 6 – 0 to table approval of the OCCB Criteria Scoring Form to a future meeting to be determined.

Mr. Airey suggested the compilation of a “sponsoring entity” listing; noting it would not be an endorsement of any one organization, only that it could be utilized by citizens wishing to identify those organizations that could assist them in pursue conservation of their land.

After discussion of the forms the Board identified a need to work on specific processes for acceptance of the forms; verification, validation, evaluation and approval of applications. It was agreed to conduct a test to help identify processes and areas for improvement.

**Old Business:**

No Old Business was addressed at this meeting.

**New Business:**

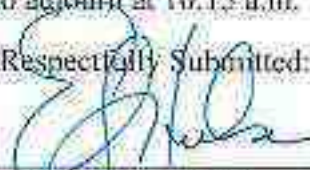
**Beaufort County Conservation Bank Representative Presentation**

Mr. Airey noted that he has been in contact with a representative from the Beaufort County Conservation Bank who would be willing to attend a future meeting of the Board to help in identifying best practices.

**Adjourn:**

Mr. Harwell made a motion approved unanimously to adjourn at 10:15 a.m.

Respectfully Submitted:

  
Elizabeth G. Huise  
Staff Liaison