Draft

Minutes
Virginia Outdoors Foundation (VOF)
Board of Trustees Meeting
June 10, 2026
Blacksburg

Attendees

Trustees attending onsite:
Vernon "Tack" Richardson, Chair
Sophie Chafin-Vance
Elizabeth Copeland
Elizabeth "Sissy" Crowther
Anne Pittman
James "Jim" Rich
Absent: Achille Guest

Staff:
Brett Glymph, Executive Director
Brad Baskette, Regional Director
Ruth Babylon, Sr. Conservation Specialist
Bobbie Cabibbo, Executive Assistant
Heather Hall, Procurement Specialist
Harry Hibbitts, Regional Director
Martha Little, Deputy Director
Emma Weaver, Conservation Specialist

Guests:
April Danner, Wilderness Road Regional Museum
Sara Kent
Chris Little
Ted McChesney
Mary McDonald, Landowner
Jack McDonald, Landowner
Ned Yost, Mill and Land Owner

The Chair called the meeting to order at 1:05 p.m.

At their property, which is under VOF easement protection, Mary and Jack McDonald hosted a tour and presentation of the history of their farm, the restoration of their barn, and antique farm tools discovered on their land and surrounding areas. Mary also narrated a presentation of her work around the world educating people on veterinarian practices.

The group traveled to McDonald's Mill, where the owner, Ned Yost, welcomed everyone. April Danner of the Wilderness Road Regional Museum talked about the McDonald family and some history of the mill.

Meeting adjourned at 4:30 p.m.

Minutes
Board of Trustees Meeting
June 11, 2026
Blacksburg

This meeting was conducted for general business of the VOF Board of Trustees and in accordance with VOF's Electronic Meeting Policy 600.1.

Attendees
Trustees attending onsite:
Vernon "Tack" Richardson, Chair
Sophie Chafin-Vance
Elizabeth Copeland
Elizabeth "Sissy" Crowther
Anne Pittman
James "Jim" Rich

Trustee Attending Virtually:
Achille Guest, King George VA

Other Attendees:
Rich Mahevich, Office of the Attorney General
Ellen Shephard, Virginia United Land Trusts

Staff:
Brett Glymph, Executive Director
Brad Baskette, Regional Director
Ruth Babylon, Sr. Conservation Specialist
Bobbie Cabibbo, Executive Assistant
Kathy Combs, Finance Director
Heather Hall, Procurement Specialist
Harry Hibbitts, Regional Director
Martha Little, Deputy Director
David Morton, IT Director
Emma Weaver, Conservation Specialist
Emily White, Grants Director

The chair brought the meeting to order, at 9:03 a.m.

APPROVAL OF THE ORDER OF BUSINESS
Motion made by Jim Rich to approve the order of business; motion seconded by Elizabeth Copeland and passed unanimously.

PUBLIC COMMENTS
No public comments were offered.

DIRECTOR'S REPORT
Brett Glymph opened her report by thanking VOF's Sr. Conservation Specialist, Ruth Babylon who planned and led the two field trips in the previous day's meeting.
Brett gave an update on the following:
Legislation:

- The General Assembly in their reconvened session passed Senate Bill 342 sponsored by Senator Russet Perry. The bill adds an additional layer of protection for conservation lands that may be subject to utility projects.
- Governor Spanberger assures citizens that Virginia will have a budget by June 30.
- The collective bargaining bill is no longer in contention.

VOF's 60th anniversary

- VOF received a joint resolution honoring our 60th year of land conservation. It was printed and framed and passed around. (See Attachment E)
- The plan is to have a 60th anniversary celebration around the time of the next Board of Trustees meeting in September in the Richmond area.

Brett deferred the rest of her report to right before the Budget topic.

APPROVAL OF MINUTES

Motion made by Sissy Crowther to approve all minutes listed; motion seconded by Jim Rich and passed unanimously.

- Finance Audit and Compliance Committee on 3/12/26
- Finance Audit and Compliance Committee on 5/7/2026
- Board of Trustees Meeting on 3/12/26

UPDATED CODE OF ETHICS AND CONDUCT

The Chair announced that Sissy is the new Chair of the Finance, Audit and Compliance Committee. Sissy went over the changes in the updated document. Motion made by Elizabeth to approve the Code of Ethics; motion seconded by Sissy and passed unanimously. (Attachment A)

FINANCE, AUDIT AND COMPLIANCE COMMITTEE CHARTER

Motion made by Elizabeth, to approve the charter; motion seconded by Anne Pittman and passed unanimously. (Attachment B)

READOPTION OF ELECTRONIC POLICY AS PER POLICY 2.23708.3

Motion made by Sissy to re-adopt the Electronic Policy as required by legislation; motion seconded by Jim Rich and passed unanimously. (Attachment C)

FY27 PROPOSED BUDGET

Brett Glymph narrated a presentation entitled "Finance Primer". The presentation is on file with the permanent record of this meeting.

Kathy Combs went over the FY26 3rd quarter numbers and introduced the proposed FY27 Budget.

Motion made by Jim to approve the FY27 budget as presented; motion seconded by Sissy and passed unanimously. (Attachment D)

OWNED LANDS REPORT

Harry Hibbitts narrated a presentation which is on file with the permanent record of the meeting.

LAND CONSERVATION PRESENTATION AND PROJECTS

Emily White, Brad Baskette and Harry narrated a presentation which is on file with the permanent record of this meeting. Motion made by Elizabeth to approve the recommended projects and funding as listed below; motion seconded by Sissy and passed unanimously.

American Battlefield Trust - Highland County - 126.49 +/- acres - **Funding Approved**: **$100,00**
Broadway Lions Foundation - Rockingham County - 3.5 +/- acres - **Funding Approved: $85,000**
The Archaeological Conservancy - Wythe County -16.27 +/- acres - **Funding Approved: $298,700**
Town of Goshen - Rockbridge County - 40 +/- acres - **Funding Approved: $350,000**
Katie A. & Kenneth B. Stovall - Washington County - 209 +/- acres – **Funding Approved: $125,400**
Gibson Homestead, LLC - Lee County - 190 +/- acres - **Funding Approved: $272,050**
Town of South Boston--Halifax County-4.39+/- acres - **Funding Approved: $80,339**
Wintergreen Country Store Land Trust - Nelson County **-** 9.18 +/- acres **- Funding Approved: $175,000**
City of Hampton Parks & Recreation--Hampton, City of- 15.48 +/- acres - **Funding Approved: $77,955.99**
City of Richmond, Parks, Rec and Community Facilities - City of Richmond - 13 +/- acres - **Funding Approved: $50,000**
Darden Farms - Southampton County - 1052 +/- acres - **Funding Approved: $150,000**
Hopewell Economic Development Authority - City of Hopewell - 4.2 +/- acres - **Funding Approved: $200,000**
Middlesex County EDA - Middlesex County - 1.18 +/- acres - **Funding Approved: $209,500**
Newport News Green Foundation - Newport News-5.02 +/- acres - **Funding Approved: $185,300**
The Trust for Public Land - Westmoreland County - 475 +/- acres - **Funding Approved: $300,000**

Hynson, Alan J. and Victoria M. - City of Richmond - 328 +/- acres - **Easement Assistance Approved: $35,389**
Diane C. McFaden - Bedford County - 399.26 acres Reconsideration
Earnest C. Musser, IV - Wythe County - 243.326 acres
Noell, Winfred D. - Bedford County - 209 acres
Ellis, R. Winston, Ryan and Courtnie - Essex County - 193.068 acres
Hinton, Jeffrey D. and Tina A. - Northumberland and Richmond Counties - 303.033 acres
Eustace Farm, LLC - Westmoreland County - 222.406 acres
Brooks, John Lane, Jr. and Caroline Hope - Essex County - 117.635 acres
Moran, Robert L., Jr, Bernard M. and James W. - King William County - 412.93 acres
Battlefield Industrial Park, LLC - King and Queen County - 132.4 acres

MOTION TO GO IN TO THE CLOSED SESSION FOR DISCUSSION AS PROVIDED FOR IN THE CODE OF VIRGINIA §2.23711(A)(8)&(1)**

The motion below was read by Bobbie Cabibbo and so moved by Jim and seconded by Elizabeth and passed unanimously.

A motion that the Board go into a closed meeting pursuant to Section A.1, 3, and 7: Subsection 7. consultation with legal counsel and briefings by staff members pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiation or litigating posture of the public body, and consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel: The Powerlines – Keswick, Joshua Falls to Yeats, and Valley North; and Bellflower Solar. Subsection 3. Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body: Real property acquisition and Subsection 1. Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, discipline, or resignation of specific public officers, appointees, or employees of any public body - *p*ertaining to a personnel matter -the performance of the director.

This closed meeting will be attended only by members of the Board. However, pursuant to Section 2.2- 3712 (F), the Board requests that VOF's, Attorney General representative, the Executive Director, the Deputy Director, Executive Assistant, the Regional Conservation Directors, and IT Director stay as it believes their presence will reasonably aid the board in its consideration of topics that are the subject of the initial parts of this closed meeting. For subsection 1, the personnel matter, all others are excused other than the members of the Board.

CLOSED SESSION CERTIFICATION

Bobbie read the following certification requirement:

WHEREAS, The Board of Trustees conducted a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and WHEREAS, Section 2.2-3712.D of the Code requires a certification by this Board that such closed meeting was conducted in conformity with Virginia law; Now, therefore, be it resolved that the Board hereby certifies that, to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board.

All trustees so certified to the closed meeting.

ADJOURNMENT

Motion made by Sophie Vance to adjourn the meeting; motion seconded by Elizabeth and passed unanimously.

Adopted 6/11/2026

VIRGINIA OUTDOORS FOUNDATION
CODE OF ETHICS AND CONDUCT
FOR TRUSTEES AND EMPLOYEES

PURPOSE

The Board of Trustees (the Board) and the employees of the Virginia Outdoors Foundation (VOF) are committed to promoting the preservation of open-space lands and encouraging private gifts of property to preserve the natural, scenic, and historic areas of the Commonwealth. As officers and staff of a governmental agency, all members of the VOF team are governed by the State and Local Government Conflict of Interest Act, §§ 2.2 – 3100 et seq. of the Code of Virginia (1950) as amended (the "Conflict Act"). This Code of Ethics and Conduct provides consistent guidelines to ensure all actions build respect, confidence, and credibility with the citizens of the Commonwealth.

ETHICS

Each Trustee and employee shall adhere to the following Code of Ethics:

- **Integrity and Professionalism:** Act with integrity and in a professional manner in all interactions with the Board, the Executive Director, the Governor's Administration, the General Assembly, VOF staff, consultants, and the public.
- **Character:** Maintain high ethical and moral character, both professionally and personally, to reflect positively upon VOF.
- **Competence:** Act with competence and strive to enhance the professional capabilities of the organization.
- **Independent Judgment:** Use proper care and exercise independent professional judgment in the performance of all duties.
- **Abuse of Authority:** Do not use VOF positions to obtain favorable treatment for any person.
- **Conflict of Interest:** Familiarize themselves and comply with the State and Local Government Conflict of Interests Act, §§ 2.2 – 3100 et seq. of the Code of Virginia (1950) as amended (the "Conflict Act").

CONDUCT

Trustees and employees shall comply with the following standards of conduct:

- **Accountability:** Do not participate in, conceal, or negligently allow a violation of this Code by another member of the organization.
- **Chain of Command:**
    - The Board provides instruction and direction only to the Executive Director and respects the Executive Director's authority in personnel and operational matters.
    - Individual Trustees shall not give orders or instructions to any employee. Trustees shall be sensitive to staff workload; all requests for staff assistance must be routed through the Executive Director.
    - Employees shall use established organizational hierarchies for input rather than using Trustees as representatives to the Board.
- **Collaborative Environment:**
    - Strive for sound working relationships, mutual respect, and consensus building.
    - Use meetings and VOF resources thoughtfully to assure fellow board members and employees that time is used efficiently and for the direct furtherance of organizational business.
- **Confidentiality:**
    - Maintain strict confidentiality regarding matters considered in closed meetings.
    - Protect sensitive non-public data, including landowner information and proprietary records, while complying with the Freedom of Information Act for public records.
- **Payments and Gifts:**
    - Receive no payments from VOF funds or transactions except for lawful salary or expense reimbursements.
    - Do not solicit or receive any gift or favor that may compromise, or appear to compromise, independent judgment.

- **Political Activity:** Employees shall not engage in political campaign activities during work hours or use VOF resources for partisan purposes. Trustees shall ensure personal political activities do not create an appearance of VOF endorsement.
- **Procurement:**
    - Refer all proposals regarding potential programs or contracts to the Executive Director.
    - Do not communicate with persons under consideration for contracts or acquisitions while a procurement process is in progress.
- **Professional Expertise:** While individual Trustees should not involve themselves in operational management, they may offer opinions based on expertise when requested by staff.
- **Prohibited Business Dealings:**
    - Trustees and employees shall not have private contracts or business dealings with VOF.
    - Trustees and employees shall not make gifts of land (in easement or in fee) to VOF during their tenure, and the Board shall not accept such gifts of land.
- **Public Records:** Comply with the Freedom of Information Act, §§ 2.2-3700 et seq. of the Code of Virginia (1950) as amended regarding all public records owned or prepared by VOF.
- **Public Relations:** Maintain good relations with the public, press, and constituent groups.
- **Recusal:** Recuse themselves from any matter where there is even the appearance of a conflict of interest.
- **Social Media:** When using personal social media, individuals should ensure their views are not represented as the official position of VOF. Only authorized spokespeople may speak for the Foundation.
- **Use of Public Resources:** VOF property, including vehicles, equipment, funds, and staff time, shall be used only for official VOF business and not for personal gain.

GENERAL PROVISIONS

- **Legal Compliance:** These provisions do not exempt any individual from other applicable federal, state, or local laws.
- **Reporting:** Any violation of this Code shall be reported to the Executive Director (for trustees) or Human Resources (for employees).
- **Non-Retaliation:** VOF prohibits retaliation against any individual who, in good faith, reports a violation of this Code or participates in an investigation.
- **Investigation:** Reported violations will be investigated, and findings will be reported to the appropriate governing body.
- **Affirmation:** All Trustees and employees shall sign an affirmation pledging to honor and follow both the letter and the spirit of this Code.

Attachment B

Adopted 6/11/2026

Virginia Outdoors Foundation
Board of Trustees
Finance, Audit & Compliance Committee Charter

Purpose

The Committee assists the Board of Trustees (the "Board") in overseeing financial planning, audit review, and organizational compliance with applicable laws, regulations, and policies.

Responsibilities

1. Budget – Review and recommend the annual budget; monitor financial performance during the year.

2. Audit – Review the annual audit, financial statements, and management's responses.

3. Compliance & Policy Review – Periodically review internal policies (e.g., HR, IT, procurement, investment, records) to ensure legal and regulatory compliance and sound practices.

4. Risk Mitigation – Address compliance-related risks and any special issues referred by the Board or arising ad hoc.

Meetings & Reporting

- Meet at least twice each fiscal year, and as needed for budget and audit cycles.
- Report regularly to the Board on budgets, audits, and policy reviews.

ATTACHMENT C

R-2026-02

RESOLUTION

VIRGINIA OUTDOORS FOUNDATION (VOF)
BOARD OF TRUSTEES
RESOLUTION TO ADOPT
REMOTE PARTICIPATION AND ALL VIRTUAL MEETING POLICY

WHEREAS, The Virginia Outdoors Foundation (VOF) Board of Trustees and its committee typically meets several times a year to consider easement proposals and matters of land conservation policy; and

WHEREAS, there may be compelling reasons for Trustees to participate in such meetings through electronic means in situations other than a declared state of emergency; and

WHEREAS, Section 2.2-3708.3 of the Code of Virginia was modified to allow for remote participation by members of public bodies to participate or meet as a body virtually other than during declared states of emergency; and

WHEREAS, Section 2.2-3708.3 (D) of the Code of Virginia was modified as of July 1, 2024, to require public bodies to, at least once annually, adopt by recorded vote at a public meeting a policy for participation in meetings held through electronic communication means in situations other than declared states of emergency; and

WHEREAS, this Board has reviewed the document titled Remote Participation and All-Virtual Meeting Policy attached hereto as Attachment A, now, therefore, be it

RESOLVED, that on this date, 11 June 2026, the Board hereby re-adopts the document titled Remote Participation and All-Virtual Meeting Policy in the form attached hereto as Attachment A, which shall replace and supersede any previous policies covering participation in meetings held through electronic communication.

ADOPTED by a vote of 7 in favor and 0 against

_____

ATTEST: Brett C. Glymph, Executive Director

	Virginia Outdoors Foundation Policy
A.600.1 Remote Participation and All-Virtual Meeting Policy For Board of Trustees Meetings	Adopted: 06/12/2025

Document Change Management		
Version Date	Version or Purpose of Change	Status
7/1/2026	annual re-adoption required by statute	Adopted for FY27

Occasions may arise when the Virginia Outdoors Foundation ("VOF") determines it is necessary to hold an all-virtual public meeting or when a VOF Trustee is unable to be physically present at a public meeting. Under certain circumstances, the Virginia Freedom of Information Act (FOIA) Virginia Code Ann. §§ 2.2-3700 et seq., (the "Act") permits a public body, such as VOF and its duly appointed committees, to conduct all-virtual public meetings and also permits Trustees of a public body to participate in meetings through electronic means such as telephone and video conferencing. The Act limits the instances in which this may occur and prescribes procedures that must be followed, including annually adopting a policy governing electronic meetings by a recorded vote at a public meeting.

The VOF remote Participation and All-Virtual Meeting Policy ("Policy"), as hereafter set forth, identifies the instances when VOF and its duly appointed committees -committees may conduct all-virtual public meetings, including during a declared state of emergency, and when a Trustee may participate electronically in an in-person VOF meeting, including VOF appointed committee and the procedures that apply.

Nothing in this Policy should be construed to prohibit the use of audio or audio/ visual means to increase public participation at meetings even if no VOF Trustees are participating electronically. VOF welcomes the use of electronic means to increase public access to its meetings.

INDIVIDUAL TRUSTEE REMOTE PARTICIPATION

1. The specific requirements and limitations on electronic participation described herein apply only to the VOF Board of Trustees ("Board") Trustees of VOF holding a public meeting.

    a) It is the policy of the Board that individual Trustees may participate in meetings of the Board by electronic communication as permitted by § 2.2-3708.3 of the Code of Virginia. This policy shall apply to the entire Board of Trustees and without regard to the identity of the Trustee requesting remote participation or the matters that will be considered or voted on at the meeting.
    b) Whenever an individual Trustee wishes to participate from a remote location, the law requires a quorum of Board members to be physically assembled at the primary or central meeting location.
    c) When such individual participation is due to a personal matter, such participation is limited by law to two meetings per calendar year or 50 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater.

d) Further, it is the policy of the Board that it may hold all-virtual public meetings pursuant to subsection C of § 2.2-3708.3. Such all-virtual public meetings are also limited by law to two meetings per calendar year or 50 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater. Additionally, an all-virtual public meeting may not be held consecutively with another all-virtual public meeting.
e) Requests for remote participation or that the Board conduct an all-virtual public meeting shall be conveyed to the Chair.
f) Individual participation from a remote location shall be approved unless such participation would violate this policy or the provisions of the Virginia Freedom of Information Act (§ 2.2-3700 et seq. of the Code of Virginia). If a Trustee's participation from a remote location is challenged, then the Board shall vote whether to allow such participation.
g) The request for remote participation or that the Board conduct an all-virtual public meeting shall be recorded in the minutes of the meeting. If the Board votes to disapprove of the Trustee's participation because such participation would violate this policy, such disapproval shall be recorded in the minutes with specificity. The minutes shall include other information as required by §§ 2.2-3707 and 2.2-3708.3 depending on the type of remote participation or all-virtual public meeting.
h) There are four circumstances set out in subsection B of § 2.2-3708.3 where individual Trustees of a public body may participate from a remote location instead of participating in person. When requesting remote participation, a Board Trustee must notify the Chair of one of the following four reasons:
    i. The Trustee has a temporary or permanent disability or other medical condition that prevents the Trustee's physical attendance.
    ii. A medical condition of a Trustee or a family member requires the Trustee to provide care that prevents the Trustee's physical attendance;
    iii. The Trustee's principal residence is more than 60 miles from the meeting location identified in the required notice for such meeting; or
    iv. The Trustee is unable to attend the meeting due to a personal matter and identifies with specificity the nature of the personal matter. However, the Trustee may not use remote participation due to personal matters more than two meetings per calendar year or 50 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater.

Minutes requirements

- If an individual Trustee remotely participates in a meeting, a general description of the remote location must be included in the minutes (it does not need to be an exact address—for example, the minutes might read that "[Trustee] participated from a home in [locality]" or that "[Trustee] participated from an office in [locality]."). The remote location does not have to be open to the public.
- If a Trustee remotely participates due to a (i) temporary or permanent disability or other medical condition that prevented the Trustee's physical attendance or (ii)

family member's medical condition that required the Trustee to provide care for such family member, thereby preventing the Trustee's physical attendance, that fact must be included in the minutes. While the fact that a disability or medical condition prevents the Trustee's physical attendance must be recorded in the minutes, it is not required to identify the specific disability or medical condition.

- If a Trustee remotely participates because the Trustee's principal residence is more than 60 miles from the meeting location, the minutes must include that fact.
- If a Trustee remotely participates due to a personal matter, the minutes must include the specific nature of the personal matter cited by the Trustee.
- As stated above, if remote participation by a Trustee is disapproved because it would violate the participation policy adopted by the public body, such disapproval must be recorded in the minutes with specificity. Note that even if remote participation is disapproved, the Trustee may continue to monitor the meeting from the remote location but may not participate and may not be counted as present at the meeting.
- Examples of disability or medical condition that prevents physical attendance:
  - Temporary hospitalization or confinement to home;
  - Contagious illness; or
  - Any temporary or permanent physical disability that physically prevents travel to the meeting location.
- Examples of personal matters that may prevent physical attendance:
  - Flat tire or other mechanical failure on the way to the meeting;
  - Traffic congestion or stoppage;
  - Personal, family, or business emergency;
  - Blizzard, flood, or other severe weather conditions that prevent travel to the meeting location;
  - Business trip;
  - Family trip; or
  - Scheduling conflict.

ALL-VIRTUAL PUBLIC MEETINGS

In the event the Board conducts an all-virtual public meeting as permitted under subsection C of § 2.2-3708.3, VOF shall comply with the following 10 additional statutory requirements:

1. An indication of whether the meeting will be an in-person or all-virtual public meeting is included in the required meeting notice along with a statement notifying the public that the method by which a public body chooses to meet shall not be changed unless the public body provides a new meeting notice in accordance with the provisions of § 2.2-3707;
2. Public access to the all-virtual public meeting is provided via electronic communication means;
3. The electronic communication means used allows the public to hear all Trustees of the public body participating in the all-virtual public meeting and, when audio-visual technology is available, to see the Trustees of the public body as well;

4. A phone number or other live contact information is provided to alert the public body if the audio or video transmission of the meeting provided by the public body fails, the public body monitors such designated means of communication during the meeting, and the public body takes a recess until public access is restored if the transmission fails for the public;
5. A copy of the proposed agenda and all agenda packets and, unless exempt, all materials furnished to Trustees of a public body for a meeting is made available to the public in electronic format at the same time that such materials are provided to Trustees of the public body;
6. The public is afforded the opportunity to comment through electronic means, including by way of written comments, at those public meetings when public comment is customarily received;
7. No more than two Trustees of the public body are together in any one remote location unless that remote location is open to the public to physically access it;
8. If a closed session is held during an all-virtual public meeting, transmission of the meeting to the public resumes before the public body votes to certify the closed meeting as required by subsection D of § 2.2-3712;
9. The public body does not convene an all-virtual public meeting (i) more than two times per calendar year or 50 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater, or (ii) consecutively with another all-virtual public meeting; and
10. Minutes of all-virtual public meetings held by electronic communication means are taken as required by § 2.2-3707 and include the fact that the meeting was held by electronic communication means and the type of electronic communication means by which the meeting was held. If a Trustee's participation from a remote location pursuant to these requirements is disapproved because such participation would violate the policy adopted pursuant to subsection D of § 2.2-3708.3, such disapproval shall be recorded in the minutes with specificity.

Attachment D

Virginia Outdoors Foundation
Proposed Budget FY27

	FY26	FY27	Variance between years
Revenue			
Unrestricted Contributions	46,000	60,000	30.43%
General Fund Appropriation	1,752,750	1,752,750	0%
Cost Recoveries	350,000	350,000	0%
Investment Earnings	325,000	400,000	23.08%
PTF Investment Earnings	100,000	100,000	0%
Recordation Fees	2,500,000	2,500,000	0%
LPC Stewardship Funds	375,000	172,507	-54%
Total Income	**$ 5,448,750**	**$5,335,257**	-2.08%
Expenses			
Personnel Services	4,299,114	4,107,675	-4.45%
Contractual Services	282,000	385,000	36.52%
Technology	284,000	250,000	-11.97%
General Services	390,000	350,000	-10.26%
Training & Development	30,000	40,000	33.33%
Outreach/ Education	25,000	35,000	40%
Vault Program	30,000	25,000	-16.67%
Total Expenses	**$5,340,114**	**$5,192,675**	-2.76%
Net Operating Income	**$108,636**	**$142,582**	
Other Expenditures	0	0	
Net Income	**$108,636**	**$142,582**	