

**MINUTES  
SOUTH CAROLINA CONSERVATION BANK  
SOUTH TRUST BUILDING, 1201 MAIN STREET  
HAYNSWORTH, SINKLER, BOYD, CONFERENCE ROOM 1A  
COLUMBIA, SOUTH CAROLINA  
TUESDAY, MARCH 4, 2003, 10:00 A.M.**

**The first meeting of the Board of the South Carolina Conservation Bank was held at 10:00 A.M. on Tuesday, March 4, 2003, at 1201 Main Street, Columbia, South Carolina. Notice of the date, time and place of the meeting was posted and mailed to the news media. Charles Lane presided at the meeting.**

**Board Members Present: Weston Adams, Chip Campsen, Ron Carter, Tom Deloach, Ken Hill (represented by Frank McCloud), Ben Keys, Charles Lane, Tommy Miller, Hugh Weathers. Marvin Davant (Executive Director).**

**Board Members Absent: Elliott Close, Joab Lesesne, Chad Prosser, and Henry Tisdale.**

**Guests Present: Barry Beasley, Jim Cumberland, Dell Isham, Christy Renken, and Larry Whitener.**

**I. Call to Order**

**Charles Lane called the meeting to order at 10:00 A.M. and welcomed everyone to the meeting.**

**II. Adopt Bylaws and Policies**

**Hugh Weathers made a motion to adopt the bylaws and policies. After comments by various Board members, it was determined that some changes did need to be made; Chip Campsen stated that the Freedom of Information comments needed to be added. A Secretary-Treasurer should be elected as well as Chairman and Vice Chairman. Under Article 5, Persons wishing to make comments must put their request in writing to the Executive Director or Chairman 24 hours in advance of the Board meeting. Weston Adams made the motion to accept the changes.**

**Tom Deloach seconded the motion and the motion carried unanimously.**

**III. Elect Chairman**

**Hugh Weathers made a motion to elect Charles Lane as Chairman, Tom Deloach as Vice Chairman, and Tommy Miller as Secretary-Treasurer. The motion was seconded and the motion carried unanimously.**

**IV. Activities Update and Status of SC Conservation Bank Executive Director**

**Marvin Davant, Executive Director, reported that the SC Conservation Bank is now an official state agency. It is coded as Agency P40 with an established budget for 2002, 2003, and 2004. There are two accounts in the State Treasurer's Office, one for operations and a trust fund account. There will be an audit within the**

next five years according to State procedures. Mr. Davant reported that he had spent a lot of time looking at other states' programs to find out what improvements could be made to South Carolina's program. The Bylaws, the Mission Statement, and the Vision Statement are all products of other agencies, other states, and some of our own. He made 12 talks around the state to different conservation groups. He is working on establishing a Web site. He thanked the DNR for all of their help and support. He has had a number of calls from attorneys and landowners that are interested in doing easements. Each caller is sent a packet of information. Mr. Davant has been working with the University of South Carolina on a number of areas that they can help the Board. Also, DNR has offered to put an article in their magazine.

**A. Quality of Life Task Force**

Chairman Lane asked Chip Campsen to speak on the Quality of Life Task Force. The Quality of Life Task Force was a group chosen because they did have different opinions about the quality of life issues and some supported the Conservation Bank Bill Act and some did not. With the excellent report coming from the Task Force and the fact that the Governor mentioned it in his State of the State address indicates that he feels we need to preserve the funding and continue our commitment to the Conservation Bank. The General Assembly knows that the Governor wants to maintain his commitment to this Conservation Bank.

Rep. Campsen suggested to Mr. Davant that when he receives an easement request that he send them a package how to do an easement other than through the Conservation Bank. Funds are limited and it is going to be a competitive process. Send them the Conservation Incentives Act and the tax benefits and also Tax Incentives for Conservation Easements, as well as a list of land trusts, and also what The Conservation Bank is all about. He spoke to a group in Austin, Texas, who wants to use South Carolina's Conservation Bank Act as a model for a similar conservation effort in Texas.

**B. House Bill H3143**

Tom Deloach made comments that this is not a very constructive bill and hopefully it will stay in committee. Mr. Davant advised that this bill has not been assigned to a subcommittee. It is presently in the Ways and Means Committee.

**Tom Deloach asked Rep. Campsen to please thank the Governor for his support. Rep. Campsen suggested that the Board adopt a resolution and send it to him to thank him. Mr. Deloach is drafting this resolution.**

**C. Conservation Fund, Current Budget, 2004 Budget**

**The Conservation Fund has committed to raising the funds to fund the operations of the SC Conservation Bank through June 2004. The money is coming in on a quarterly basis. If The Conservation Fund does not raise the money, they are still committed to funding the operations for the SC Conservation Bank. Harry Lesesne from The Conservation Fund has done a wonderful job and has been very helpful. Budweiser has given \$25,000 to The Conservation Fund. The Springs Foundation has been contacted and a grant application has been made.**

**At the present time, the only items being funded are Mr. Davant's salary and travel expenditures. There is currently a balance of \$9,000.00 in the account.**

- V. Independent Efforts by External Groups Representing The Conservation Bank**  
**There are a number of independent groups that are supportive of The SC Conservation Bank. Mr. Davant wants the Board to be aware of who is supporting the Bank and who is not. Chairman Lane reported that he had received a number of calls supporting the Bank.**

**VI. Strategic Planning**

**A. Mission Statement**

**It was presented for discussion. Ben Keys suggested that a period be inserted on the third line, after the word, "Properties" and remove the balance of the statement. Tommy Miller suggested that the archaeological resources should be added to the Statement. The Mission Statement as corrected would read, "To Improve the Quality of Life in South Carolina Through the Conservation of Significant Natural Resource Lands, Wetlands, Historical Lands, and Archaeological Sites. The Mission Statement was approved after the requested changes.**

**B. Vision Statement**

**It was presented for discussion. Ben Keys suggested that on the fourth line, delete "Provide" and say "Improve the Quality of Life. Chairman Lane suggested that Historical and Archaeological sites needed to be added to be consistent.**

**On the second line, after "Natural Resources", insert Historical and Archaeological sites. The Vision Statement as corrected would read, "A South Carolina That Has Sustainable Levels of Open Space, Wildlife, Historical and Archaeological Sites, and Natural Resources That Enhances the Business Climate and Respects Private Property Rights and Thus Improves the Quality of Life in South Carolina". The Vision Statement was approved after the requested changes.**

**C. Goals and Objectives**

**Insert Historical and Archaeological sites. The Goals and Objectives were approved after the requested changes.**

**D. Issues**

**Mr. Davant stated his concern about budget cuts and will the Conservation Bank survive the cuts. Funding short term, long term, and operational are our issues at this point and time. Funding and legislative are our two major issues.**

**E. Ad Hoc Committee**

**Mr. Davant wanted the Board to approve a group to be formed to make recommendations on the criteria and awards process. Chairman Lane made the motion to form the committee. After discussion of holding meetings across the state and inviting legislators, the motion was approved. Ron Carter offered the state parks to furnish meeting space. Chairman Lane discussed the NAWCA grant process and how it could be helpful.**

**VII. Logo**

**Mr. Davant reported that he needed the Board's help in deciding which logo to adopt. He gave examples for the Board to consider. Weston Adams made the motion to choose the oval logo with an oak tree. Tom Deloach seconded the motion and the motion carried unanimously.**

**VIII. License Tags**

**After discussion, it was determined that once a logo is chosen, Mr. Davant would be in a better position to discuss a license tag with DMV.**

**IX. Heirs Property**

**Mr. Davant went to Charleston with Rep. Campsen and met with the SC Bar Association that is currently working on this issue. Being able to use their information will be very helpful when making a report to the General Assembly. The Bank Board is charged by statute to do a report on the issue.**

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**X. Time and Location of the Next Meeting**

**Chairman Lane advised that Mr. Davant would advise at a later time the date and details of the next meeting - probably in May or June.**

**XI. Adjournment**

**There being no further business to be brought before the Board at this time, the meeting was adjourned.**

## AGENDA

1. Call meeting to order.
2. Adopt by laws/policies
3. Elect Chairman
4. Activities update and status of Bank-Ex. Director
  - a. request for financial authorizationFunding status:
  1. Quality Of Life Task Force
  2. House Bill H3143
  3. Conservation Fund
    - a. Current budget
    - b. 2004 budget
5. Independent efforts by external groups representing The Conservation Bank
6. Strategic Planning:
  - a. mission statement
  - b. vision statement
  - c. goals and objectives
  - d. issues
  - e. ad hoc committee
7. Logo
8. License Tags
9. Heirs property
10. Select time and place for next meeting.
11. Adjourn

**THE SOUTH CAROLINA CONSERVATION BANK**

**BY-LAWS**

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## **THE CONSERVATION BANK**

### **BOARD POLICY**

#### **STATEMENT OF POLICY FOR OPERATIONAL PROCEDURES**

**The Board of the South Carolina Conservation Bank is statutorily created as the governing body for the Conservation Bank. The Board adopts the following procedures to govern its meetings and actions:**

- 1. The Board is required to meet at least twice annually. The regular meetings of the Board shall be held in January and June at a time and place to be decided upon by the Chairman. The Board Chairman is authorized to cancel any regular meeting or call special meetings of the Board to transact its business in the event that circumstances warrant. A meeting may be called upon the request of at least five(5) Board members made in writing to the Chairman. In the event of a specially called meeting, notice will be given to all Board members.**
- 2. A majority of the appointed membership of the Board shall constitute a quorum.**
- 3. A meeting is defined as the convening of a quorum, whether corporal or by means of electronic equipment, to discuss or act upon any matter over which the Board has supervision, control, jurisdiction, or advisory power.**
- 4. The Board will follow Roberts Rules Of Order for the conduct of its meetings. The order of business will be outlined in an agenda approved by the Chairman.**
- 5. Board meetings will be publicly announced and open to the public. At each regularly scheduled meeting the Board may provide an opportunity for members of the public to make constituent comments. Persons wishing to make comments must contact the Executive Director or Chairman at least 24 hours in advance of the Board Meeting to advise the nature of their comments. The Chairman will prescribe the length of time for constituent comments. Any comments on issues which are related to personnel, contractual or legal issues may be deferred to Executive Session. Constituents who will be asking the Board to take action on a matter must schedule the matter through the Executive Director at least 10 working days before a meeting.**



6. When, in the judgement of the Board Chairman, any question arises that must be put to a vote of the members and when it is deemed inexpedient to call a special meeting for that purpose, the Chairman, in accordance with law, may either submit the matter to the members in writing for a vote or may communicate electronically with the members for the purpose of receiving a vote. If the matter is submitted to the members in writing for a vote, the matter shall be determined according to a majority of the votes received by mail within 7 days after such submission to the members. Each member of the Board will have one vote and voting by proxy shall be prohibited.

7. The Board shall elect from its members a Chairman of the Board. The Chairman shall take office immediately upon the election. The Chairman shall preside at all meetings of the Board. He shall sign all contracts and legal instruments made by the Bank except as may be delegated by resolution of the Board. The Chairman shall submit for consideration of the Board all matters concerning the business of the Bank that have come to his/her attention and give full opportunity to all members of the Board to present such views or additional matters as they may wish to submit for consideration to the Board. Upon the expiration of the Chairman's term a new Chairman shall be elected at the following regular meeting of the Board.

8. The Board shall elect from its members a Vice Chairman who shall assume all of the duties and responsibilities of the Chairman in his/her absence. The Vice Chairman shall take office immediately upon the election. Upon the expiration of the Vice Chairman's term, a new Vice Chairman shall be elected at the following regular meeting of the Board.

9. The term of office for the Chairman and Vice Chairman is two years. They may be elected to succeed themselves in the same office.

10. A member of the Bank Board who has three consecutive unexcused absences from regularly scheduled meetings is removed from the Board. Any absence due to illness, family emergency, or accident will be automatically excused. One absence per calendar year for business or personal reasons will be excused upon notification to the Chairman prior to the meeting date.

These procedures may be amended, repealed, or altered, by a two thirds vote of the total membership of the Board at any regular or special meeting.

Any part of these procedures which are or will become in conflict with statutory law is deemed separable and will not affect other parts of these procedures.

## **THE SOUTH CAROLINA CONSERVATION BANK**

### **STATEMENT OF POLICY: GUIDELINES FOR BOARD MEMBERS**

The South Carolina Conservation Bank Board has the specific responsibility of conserving significant habitat in South Carolina providing the people of South Carolina with conservation, and well being of the resources which it protects. In order to fulfill this responsibility and in the interest of serving the public to the fullest extent possible with that responsibility the following guidelines and roles of the Board members are identified:

- A. The conservation of significant habitat and natural resources in the State of South Carolina will be first priority in all Board decisions.**
- B. The Board sets policy for the management of the Bank. Implementation of Board policy decisions is the responsibility of the Executive Director and staff.**
- C. The Board will thoroughly review and approve all major policy changes relative to the Bank's programs and primary activities.**
- D. The Board will act as a buffer between a non-partisan Bank staff and the Executive and Legislative branches of State, County, Municipal and other government entities.**
- E. The Board will be responsible for making its decisions regarding conservation based upon the State as a whole rather than basing decisions upon local or regional special interests groups.**
- F. The Board will be receptive to all sides of an issue so as to develop an objective decision.**
- G. The Board will interact closely with any respective advisory committees in order to attain public input into the Bank's programs and activities.**
- H. The Board will serve as action leaders in the local community to enlist and educate the citizenry to the benefit of the Bank's activities.**
- I. Board members are individuals that possess integrity, interest in conservation, and an open mind. These qualities are under public scrutiny and reflect upon the public's confidence in the South Carolina Conservation Bank.**

**THE SOUTH CAROLINA CONSERVATION BANK**

**STATEMENT OF POLICY: WRITTEN POLICY AND DIRECTIVES**

**In order to ensure direction and control of the Conservation Bank the following is established for written documents used to guide or affect the employment and performance of Bank employees:**

**A. The Board will issue, modify, or approve statements which are policy.**

**THE SOUTH CAROLINA CONSERVATION BANK**  
**STATEMENT OF POLICY: OBJECTIVES AND PURPOSES**

1. **To enter into agreement with and receive such grants, gifts, and assistance as may be available from Federal, State, or other government agencies, and from private persons or corporations for the purpose of which the Bank is formed.**
2. **To promote conservation of significant lands and habitats in the State of South Carolina**
3. **To support the education of the public to the importance of the conservation of natural resources and the role the Bank plays.**
4. **To make determinations as to the distribution, division or allotments of funds towards the accomplishment of the purpose of the Bank and to receive requests from and grant awards to qualified entities to assist in accomplishing the aim of the Bank.**
5. **To use income accumulated from the funding and investments to carry out the objectives of the Bank.**
6. **The activities of the Conservation Bank shall be in accord with the objectives as stated in the statute.**

## DEFINING A MISSION STATEMENT

A MISSION STATEMENT REPRESENTS THE FOUNDATION ON WHICH THE VISION, GOALS, AND STRATEGIES ARE BUILT.

IT IS THE BUSINESS WE ARE IN

IT SPELLS OUT THE UNDERLYING REASON FOR OUR EXISTENCE

IT TELLS PEOPLE WHAT WE DO

IT TELLS PEOPLE WHAT IS UNIQUE ABOUT US

IT IS TODAY FOCUSED

IT IS A MANAGEMENT TOOL THAT ESTABLISHES BROAD OVERALL DIRECTION AND PROVIDES GROUNDING FOR DECISION MAKING

**THE SOUTH CAROLINA CONSERVATION BANK**

**MISSION STATEMENT**

**TO IMPROVE THE QUALITY OF LIFE IN SOUTH CAROLINA THROUGH THE CONSERVATION OF SIGNIFICANT NATURAL RESOURCE LANDS, WETLANDS, AND HISTORICAL PROPERTIES THAT SUSTAIN TRADITIONAL USES. THE CONSERVATION BANK WILL ESTABLISH PARTNERSHIPS IN COLLABORATION WITH OTHER STATE AND FEDERAL AGENCIES, BUSINESS, AND QUALIFIED PRIVATE NON PROFIT ENTITIES TO PROMOTE A BALANCE OF CONSERVATION AND ECONOMIC BENEFITS.**

## DEFINING A VISION STATEMENT

IT IS THE FUTURE WE WANT TO CREATE

IT IS A SHARED EXPRESSION ABOUT WHAT WE TRULY WANT FOR OURSELVES, FOR THE STATE, AND FOR THE IMPACT OF THE BANK IN OUR COMMUNITIES.

IT IS ABOUT CHOICES-THE FUTURE TO BE, RATHER THAN NOT TO BE

IT IS A PREFERRED FUTURE-ONE WE ARE WILLING TO BUILD

IT IS WHAT WE WANT PEOPLE TO SEE WHEN THEY LOOK AT US, THE BANK, ITS PROGRAMS, AND THE IMPACT OF THOSE PROGRAMS 3-5 YEARS FROM NOW

IT IS A STRETCH FROM CURRENT REALITY

IT IS A LIVING STATEMENT-FORGETTING ABOUT THE POSSIBLE AND GOING FOR THE DREAM.

THE SOUTH CAROLINA CONSERVATION BANK

VISION STATEMENT

A SOUTH CAROLINA THAT HAS SUSTAINABLE LEVELS OF OPEN SPACE, WILDLIFE, AND NATURAL RESOURCES, THAT ENHANCES THE BUSINESS CLIMATE AND RESPECTS PRIVATE PROPERTY RIGHTS, AND *Thus* ~~THAT PROVIDE SOUTH CAROLINIANS MORE AND BETTER CHOICES FOR THE FUTURE.~~

*improves the quality of life in SC*



## DEFINING GOALS AND OBJECTIVES

**GOAL-A STATEMENT OF THE DESIRED CONDITION OR OUTCOME THE PROGRAM,ACTIVITY IS INTENDED TO BRING ABOUT.GOALS ARE USUALLY 3-5 YEARS BUT MAY VARY DEPENDING ON THE SITUATION.**

**OBJECTIVE:-REPRESENTS THE LEVEL OF CHANGE EXPECTED IN THE TARGET AUDIENCE AND/OR CONDITION OR ISSUE.LEVELS OF CHANGE MAY OCCUR IN PEOPLE'S ATTITUDES,KNOWLEDGE,AND BEHAVIOR.CONDITIONS CAN BE IMPROVED,REDUCED, INCREASED,ETC.**

**INDICATORS-MEASURABLE EVENTS WE ACCEPT AS EVIDENCE THAT SOMETHING HAS OCCURRED.THIS USUALLY INVOLVES THE IMPROVEMENT ,ETC. OF A CONDITION**

## THE SOUTH CAROLINA CONSERVATION BANK

### GOALS AND OBJECTIVES

**Goal 1. Sustainable amounts of diverse habitat reflecting the values of South Carolina Citizens.**

**Objectives: Within the next five years improve the abundance and distribution of conserved properties.**

**Goal 2. Enhanced use and enjoyment of conserved habitats consistent with the mission of the Conservation Bank Act.**

**Objective: A. To increase the distribution, number, and types of opportunities for use of conserved habitats.**

**B. To develop and maintain an inventory of conserved properties.**

**Goal 3. An informed and supportive public that has ownership in conservation benefits and practices.**

**Objective: To improve public awareness and understanding of resource management issues and increased opportunities to participate in the process.**

**Goal 4. Develop and maintain effective and supportive partnerships that enable the Conservation Bank and its partners to reach mutual goals in conservation.**

**Objectives: A. to increase the number and kinds of partnerships.**

**B. To increase successful projects and programs that involve collaborative partnerships.**

**Goal 5. Develop and maintain effective support and planning systems that enable the Conservation Bank to fulfil its objectives.**

**Objectives: 1. Develop and maintain an inventory of conservation proposals.**

**2. Develop and implement an effective criteria award priority system for conservation proposals.**

**3. Establish and maintain web site.**

**4. Develop strategy for an integrated business and budget planning process to guide the agency in allocating services and resources.**

**5. Develop tracking system on heirs property.**

**6. Prepare necessary reports for the General Assembly.**

**7. Establish a quarterly update system on accomplishments for Board and other stakeholders.**

**8. Establish ad hoc working committee to advise board on issues and provide stakeholder input.**

## DEFINING TRENDS AND ISSUES

### AN ISSUE IS A TREND, EVENT, OR DEVELOPMENT THAT IS:

LIKELY TO HAVE IMPACT ON THE BANK'S ABILITY TO CARRY OUT ITS MISSION AND VISION

ONE TO WHICH THE BANK MUST RESPOND IN ORDERLY FASHION THROUGH THE USE OF HUMAN AND FINANCIAL RESOURCES

ONE OVER WHICH THE BANK MAY REASONABLY EXPECT TO EXERT SOME INFLUENCE

### ISSUES MAY BE:

WELCOME—AN ENVIRONMENTAL OPPORTUNITY TO BE GRASPED BY THE BANK; OR AN INTERNAL COMPETENCY THAT CAN BE USED TO THE BANK'S ADVANTAGE

UNWELCOME—AN EXTERNAL THREAT, OR AN INTERNAL SHORTCOMING THAT THREATENS THE BANKS' CONTINUING SUCCESS

IN SHORT, AN ISSUE IS AN UNRESOLVED PROBLEM REQUIRING RESOLUTION BECAUSE OF ITS POTENTIAL IMPACT ON THE ORGANIZATION

### THERE ARE THREE CRITERIA THAT CAN BE USED TO DETERMINE WHICH STRATEGIC ISSUES ARE MOST CRITICAL:

PROBABILITY THE ISSUE WILL BECOME A MAJOR ISSUE

IMPACT THE ISSUE WILL HAVE ON THE ORGANIZATION IF IT WAS TO BECOME A MAJOR ISSUE

TIME FRAME IN WHICH THE ISSUE WILL BECOME CRITICAL FOR THE ORGANIZATION

**THE SOUTH CAROLINA CONSERVATION BANK**  
**TRENDS AND ISSUES**

**FIUNDING:**

**SHORT TERM  
LONG TERM  
OPERATIONAL**

**LEGISLATIVE**