

Merger Work Plan	Champion	Status
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Finance		
<i>Review of Land Trust Financials as Presented</i>	Exec. Director/Partnership Committee/BOD	
<i>Determine Value of Property Assets for Inclusion on Fixed Asset List</i>	Exec. Director	
<i>Calculate Required Increase to Stewardship Reserve Fund</i>	Board of Directors	
<i>Secure Quote from Alliant Insurance for Adding Land Trust Assets</i>	Stewardship Staff	
<i>Create FY 2020 Income and Expenses w/Land Trust Incorporated</i>	Exec. Director/Partnership Committee/BOD	
<i>Create One-Time Transition Budget</i>	Exec. Director/Partnership Committee/BOD	

Stewardship		
<i>Review Title for Landholdings</i>	Executive Director/Partnership Committee	
<i>Review Property Inspections</i>	Director of Land Conservation	
<i>Review of Enforcement Activities</i>	Director of Land Conservation	
<i>Make Decision Regarding Whether to Secure Title Commitments/Insurance</i>	Partnership Committee/Board of Directors	
<i>Fee Management Plans</i>	TBD	
<i>Develop Plan and Budget for Preserve Signage</i>	Director of Land Conservation	
<i>Assess capacity needs for stewardship, including hiking trails, and property inspection integration</i>	Director of Land Conservation	

Legal and Governance		
<i>Retain Attorney</i>	Executive Director	
<i>Create Plan of Merger</i>	Outside Counsel	
<i>Review Accreditation EFls</i>	Executive Director	
<i>Board Adopt Plan of Merger</i>	Board of Directors	
<i>Land Trust Board Adopts Plan of Merger</i>	Board of Directors	
<i>Eligible Members Vote on the Plan of Merger</i>	If Applicable	
<i>Other Needed Board Resolutions</i>	If Applicable	
<i>Execute Merger and File Certificate of Merger (\$20 fee)</i>	Outside Counsel	

Integration		
<i>Transfer of Land Trust Checking and Investment Accounts</i>		
<i>Notify Land Trust Accreditation Commission of Merger</i>	Executive Director	
<i>WHLT Board Designates Addition to Stewardship Reserve Fund</i>	Board of Directors	
<i>Nominate Board Members to Advisory Council and Committees</i>	Partnership Committee/Board of Directors	
<i>Integrate Mail and Contact Lists</i>	Program Administrator	
<i>Integrate 2020-2021 Outreach/Events</i>	Program Administrator	
<i>Integrate Land Trust Historic Paper and Electronic Records</i>	Program Administrator	

Communications		
<i>Create Merger Communication Plan and Talking Points</i>	Executive Director/Partnership Committee	
<i>Draft Joint Press Release</i>	Executive Director/Partnership Committee	
<i>Issue Joint Press Release</i>	Executive Director	
<i>Celebration of Merger</i>	Board of Directors	

Development		
<i>Fundraising Campaign Specific to Merger</i>	Director of Development	

	Board of Directors
	Executive Director
	Partnership Committee
	Director of Land Conservation
	Outside Legal Counsel
	Stewardship Staff
	Program Administrator
	Director of Development
	Partner Land Trust Staff/Board of Directors