

## Transparency Policy

### **Preamble:**

The Watershed Agriculture Council's effectiveness has and will continue to be rooted in an all inclusive approach to governance of the organization as well as planning and implementation of programs. We are committed to transacting business in an open and transparent manner though the Council does not believe that it is subject to the New York State Public Officers Law as a 501c3 non-profit organization.

### **Disclosure of Documents:**

The Council will make available for public inspection and copying all records, except those that would be exempt from disclosure pursuant to Section 87 of the Public Officers Law. Requests for documents should be made to the Executive Director of the Council who will review all such requests and respond promptly by making all available documents subject to disclosure and by explaining the basis for withholding any documents that are not subject to disclosure.

### **Meetings:**

The Council will provide notice of the Board and Easement Committee meetings at least one week prior to the meetings on its web site, [www.nycwatershed.org](http://www.nycwatershed.org). The Council will also provide notice of such meetings by electronic mail to anyone who requests such notice by sending a request to [info@nycwatershed.org](mailto:info@nycwatershed.org). The notice shall include the time and location of the meeting as well as a proposed agenda. The Council Board Meetings and the Easement Committee will go into executive session to discuss any issues not subject to public disclosure pursuant to Section 96 of the Public Officers Law including, but not limited to, proposed acquisition of easements and requests by grantors to exercise reserved rights under easements. The agendas provided to the public will identify the topics proposed to be discussed in such executive sessions, but will not include names or any other identifying information associated with specific properties to be discussed in executive session. The Council and the Easement Committee will take minutes at all meetings, which will consist of a record or summary of all motions, proposals, resolutions and any other matter formally voted upon and the vote thereon. Minutes will consist of a record or summary of the final determination of such action, and the date and vote thereon, provided, however, that such summary need not include any matter which is not subject to disclosure under the Freedom of Information Law.