

## **Tennessee Trails Association 2nd Quarter 2000 Board Meeting Minutes**

The meeting was held Saturday May 20th 2000 at the Airpark Inn at Reelfoot Lake in Tiptonville. Present were:

Jim Poteet	Anne Wesley	Arleen Scheller	Jerry Lenski
James Leininger	Sandra Spearman	Barry Spearman	Gloria Norrid
Barbara Matheson	Ron Ashley	Wanda Cumberland	James Herring
Barbara Draude	Ann Lindholm	Betty Porter	Jen Switzer

A motion was made and seconded to accept the 1st Quarter 2000 board meeting minutes as recorded.

**CORRESPONDENCE** (Libby Francis) Libby read a letter from Judith Bartlow regarding her upcoming move from Tennessee to Wyoming. Libby also read a letter from the Cumberland Trail and TTA's Plateau chapter thanking TTA for the Evan Means grant money they received for their projects.

**TREASURER'S REPORT** (James Leininger) James handed out a financial report. Membership receipts are still up substantially. We continue to have a positive cash flow to cover all upcoming bills and commitments plus some for savings.

**EVAN MEANS GRANT PROGRAM** (Libby Francis) The financial committee met regarding a grant request from Dun Diversified Industries of Kingston Tennessee. Due to a mix up, they didn't get their grant request submitted on time. The finance committee decided to accept the request for \$340.00 to build a fence that passes by a hiking trail. The board voted and granted their \$340.00 grant request. One other grant request is still outstanding. It was decided to consider this request in the October 31st grant considerations if we receive further information from them.

### **PERSONNEL VACANCIES** (Libby Francis)

Treasurer The board voted to accept Barbara Matheson of Nashville as interim treasurer. Barbara is a certified financial planner in addition to working in the accounting field. She will replace James Leininger as TTA treasurer.

Middle Tennessee Regional Rep The board voted to accept Barbara Draude from the Murfreesboro chapter to fill this position. She will serve the rest of this year and all of 2001. Barbara fills the vacancy left by Libby Francis when she became president.

## CHAPTER REPORTS

Big South Fork was not represented at the board meeting.

Clarksville (Wanda Cumberland and Ron Ashley) They've been doing alot of hiking and are working on this year's annual meeting (Nov. 10, 11, 12) at Land Between the Lakes. Several committees have been formed and more information on the annual meeting will soon be available in the newsletter.

Columbia was not represented at the board meeting.

Cove Lake (Arleen Scheller) Arleen reported for this chapter. They are hiking about two hikes per month with about 10-15 people on their hikes. They helped Cove Lake State Park on a clean up at Cove Creek and collected 160 bags of trash!

East Tennessee (Arleen Scheller) Arleen reported for this chapter also. She spoke with Keith Mertz and he said they are staying active. They had @36 people on their last hike.

Memphis (Gloria Norrid) They recently had a group that did a week long hike in the Smokies. They're also busy getting ready to build a bridge on the Woodland Trail in Meeman-Shelby Forest with the Evan Means grant money they were awarded.

Murfreesboro (Barbara Draude) Barbara reported for this chapter. They continue to have good participation in their hikes and program meetings. They're exploring the possibility of building a trail in the Center Hill Lake area at Edgar Evans State Park. They will do an exploratory and trail flagging hike June 4<sup>th</sup> at the park.

Nashville (Anne Wesley) In April several people hosted a hiking afternoon for Gary Music employees who were in Nashville for company meetings. A donation from Gary Music should be received soon in appreciation of Nashville chapter's efforts. There were several activities happening on Earth Day also (April 22nd) that many members helped man. The hiking schedule for the next six months will be set at the May meeting/picnic. There are many local hikes planned in and around the Nashville area for National Trails Day (June 3rd).

NorthWest Tennessee (Jerry Lenski and Jen Switzer) This is a new chapter which the board voted to accept at the board meeting. They have more than the minimum number of people required to form a chapter. They've had their first hike at LBL and had 7 people attend. Their next meeting is scheduled for August 24th. This chapter is in the U.T./Martin area and has been "in the works" for some time. They are now getting officially set up.

Plateau was not represented at the board meeting.

Upper Cumberland was not represented at the board meeting.

## ASSOCIATE ORGANIZATION REPORTS

CTC (Barry and Sandra Spearman) The Governor's Award of Stewartship is going to Jim Lifsey. Jim has been a tremendous help to CTC.

Effective September 1st CTC will have an opening for a post-graduate program intern. This position would run from 09-01-00 to 06-04-01. They're looking for someone to help organize and lead in volunteer recruitment, trail building and educational programs.

Breakaway was a success again this year with over 100 students and @ 50 individual volunteers. They built 4 miles of trail in the "New" Smoky Mountain Segment located in Royal Blue Wildlife Management Area. On June 10th there will be a grand opening of this new trail in the Smoky Mountain Segment.

A ribbon cutting ceremony is set for September 15th to officially open and dedicate the new 13 mile Obed Wild & Scenic River Segment.

They have several hikes planned for National Trails Day (June 3rd).

The board approved making the TTA mailing list available for a mailing regarding helping to purchase Black Mountain. The CT goes through the middle of Black Mountain and purchasing it would be a great way to ensure continued passage.

The 1st Annual CT Auction that was held in Oak Ridge this year raised \$22,000.00 to kick off their land acquisition efforts.

Arleen Scheller reported that 4 miles of trail were built in the Royal Blue Wildlife Management Area by 8 people from the National Sierra Club Service Trip. Also 11 Americorp students arrived in May to help with this area.

TRAC (Libby Francis) Due to a schedule mix up TRAC was meeting the same day as our board meeting. We hope to have information from them at the next board meeting.

## REGIONAL REP REPORTS

East Tennessee Regional Rep (Arleen Scheller) Everyone has been really busy. She plans on talking with a contact regarding a new Kingston-Harriman-Rockwood chapter.

Middle Tennessee Regional Rep (Jim Poteet) Jim was serving as the interim rep until Barbara Draude was elected by the board at this meeting. He will pass on the information regarding a hopeful start up of a TTA chapter in Tullahoma to Barbara.

West Tennessee Regional Rep (Jerry Lenski) The new Northwest Tennessee chapter is forming and off to a good start. He's also going to follow up with some interested people on possibly forming a Jackson chapter.

## COMMITTEE REPORTS

Membership Handbook (Anne Wesley) Work continues on the contents of the handbook. Anne requested a brief informational description from CTC and TRAC to include in the handbook. A brief overview about TTA was requested of Libby also. The contents will then be ready to send to Diane Manas for formatting.

Slide Show (Gloria Norrid) They have received several slides and pictures from all the TTA chapters now. Gloria asked for more people to help with the narrative part of the slide show. Arleen Scheller and Jim Poteet volunteered to help with narration work. It was suggested we make 3 copies of the slide show and give one to each Regional Rep to hold. The Rep would then give the film to whatever chapter wanted/needed it. This would help us curb costs and keep a good control on where the films are.

TTA Brochure (Libby Francis) The editorial committee met and decided to do some re-wording of the current brochure. More emphasis will be placed on our associate organizations and also on trail building.

## NEW BUSINESS

Membership Dues for age 60 Plus (Gloria Norrid) Gloria made a motion for adding a new membership category for retired people at a reduced rate. Discussion was held and the board voted 1 for and 12 against making the new category.

Student Membership (Jim Poteet) Jim made a motion to abolish the student membership category. Discussion was held and a motion was made to table this motion until the next board meeting. The board voted 5 to table the motion and 4 opposed. We will revisit this motion at the next board meeting.

Membership Structure for Associate Organizations (Libby Francis and Jim Poteet) In the November 1999 Board Meeting, the board passed a by-law that stated TTA associate organizations could be membership organizations. Jim suggested and formed a small committee to discuss this issue further.

TTA Auction Coordinator (Arleen Scheller) Due to Arleen's responsibilities at CTC and her involvement in the CT auction, Arleen has asked for a volunteer to coordinate the TTA annual auction. She suggested to get a chair person with a committee to handle the event. She will share the data base for past auctions listing who has contributed and etc. We will work on a replacement, but did not have one as of the end of the board meeting.

To: Tennessee Trails Association Board Members:

**Libby Francis**, president  
**Leigh Jones**, vice president  
**James Leininger**, treasurer  
**Patti Shaw**, secretary  
**Ninez Giles**, membership director  
**Arleen Scheller**, at large  
**Jerry Lenski**, at large  
**Jim Poteet**, past president  
**Harold Draper**, past president

**Eric Wilson**, Big South Fork chair  
**Suva Bastin**, Clarksville chair  
**Russell Smith**, Columbia board rep  
**Siler McCarty**, Cove Lake chair  
**Keith Mertz**, East Tennessee chair  
**Gloria Norrid**, Memphis board rep  
**Fount Bertram**, Murfreesboro chair  
**Anne Wesley**, Nashville chair  
**Vicki Perdue**, Plateau chair  
**Denise Charvoz and Barbara Phifer**,  
Upper Cumberland co-chairs  
**Barry & Sandra Spearman**, CTC rep  
**Charlie Tate**, TRAC rep

*picnic  
sketch  
#5  
note*

Here is the preliminary agenda for the regular spring quarter (2Q 2000) Tennessee Trails board meeting to be held May 20, 2000, 1:00 PM, Airport Inn, Reelfoot Lake State Park, Meeting Room. Please let me know of any additional agenda items, or bring them to the meeting. Your presence is very important and your voice is needed. Please make every effort to attend.

Thanks,

**Libby Francis**

Agenda:

1. Approval of minutes from 1Q 2000 board meeting
2. Correspondence
3. Treasurers Report
4. Status of grants program—Recommendation by Finance Committee
5. Personnel vacancies
  - Middle Tennessee Board Rep.
  - Nomination of Barbara Matheson for Treasurer
6. Chapter reports
  - Status of Northwest Tennessee Chapter
7. Associate organization reports
8. Regional rep reports
9. Committee reports
  - Membership Handbook - schedule for completion
  - Slide Show—schedule for completion
  - Discussion of additional wording for TTA brochure
10. New business
  - Motion for change in membership dues for age 60 and over
  - Discussion of membership structure for associate organizations

cc: **Todd Horton** Columbia Chair  
**Ray Burkett** Memphis Chair  
**Herb Kneeland** EAF representative  
**Diane Manas** Newsletter Editor

**Barbara Matheson**  
**Rob & Susan Weber**  
**Brian Brown**  
**Barbara Draude**



TENNESSEE TRAILS ASSOCIATION  
TREASURER'S REPORT

PAGE 1 OF 3

	FOR THE PERIODS			
	ACTUAL 1/1/98 TO 12/31/98	ACTUAL 1/1/99 TO 12/31/99	PROJECTED 1/1/00 TO 12/31/00	ACTUAL 1/1/00 TO 5/7/00
OPENING BALANCES				
CHECKING	884	424	1,136	1,136
SAVING	2,240	4,816	4,229	4,229
CD	3,000		7,650	7,650
TOTAL OPENING CASH	6,124	5,240	13,014	13,014
RECEIPTS				
MEMBERSHIPS	8,066	14,873	18,000	10,050
LIFE MEMBERSHIPS		1,500	500	
CONTRIBUTION		667	750	290
ANNUAL MEETING DEPOSIT	2,868		1,000	1,000
SALES BOOKS	774	990	100	83
SALES OTHER	139	100	100	32
ROYALTIES		1,735	1,000	459
GRANTS RECEIVED		1,358		325
LIFE INCOME				
REIMBURSED EXPENSES		562		
INTEREST CREDITED	158	334	350	149
TOTAL RECEIPTS	12,005	22,119	21,800	12,387

TENNESSEE TRAILS ASSOCIATION  
TREASURER'S REPORT

PAGE 2 OF 3

FOR THE PERIODS

	ACTUAL 1/1/98 TO 12/31/98	ACTUAL 1/1/99 TO 12/31/99	PROJECTED 1/1/00 TO 12/31/00	ACTUAL 1/1/00 TO 5/7/00
<b>DISBURSEMENTS</b>				
POSTAGE NEWSLETTER	(3,188)	(4,138)	(4,500)	(953)
PRINTER NEWSLETTER	(2,819)	(2,413)	(3,000)	(1,453)
NEWSLETTER EDITOR	(500)	(600)	(600)	(200)
NEWSLETTER COPYING		(299)	(350)	-
LIFETIME MEMBERSHIPS				
PROSPECT NEWSLETTERS				
BUDGETED VIP NEWSLETTER				
BUDGETED NEWSLETTER COST				
<b>TOTAL NEWSLETTER COST</b>	<b>(6,507)</b>	<b>(7,450)</b>	<b>(8,450)</b>	<b>(2,607)</b>
BROCHURE/ENVELOPS PRINTING		(179)	(200)	(130)
PRINTING MEMBERSHIP DIRECTORY		(805)	(950)	
POSTAGE DIRECTORY		(311)	(350)	
RENEWAL CARDS				
LIABILITY INSURANCE		(425)	(500)	(398)
INTERNET EXPENSE		(105)	(35)	
1998 ANNUAL MEETING EXPENSES	(2,011)			
CHAPTER ALLOCATIONS	(1,050)	(1,308)	(1,500)	
1999 ANNUAL MEETING DEPOSIT	(1,000)			
BOOKS PURCHASED	(765)	(748)	(750)	
ANNUAL MEETING DEPOSIT			(1,000)	(200)
MEMBERSHIPS/DUES/FEES	(350)	(390)	(400)	(320)
CTC TEE SHIRTS	(350)	(400)	(400)	(400)
POSTAGE OTHER	(334)	(624)	(750)	(33)
SUPPLIES/MISCELLANEOUS	(426)		(250)	(122)
CHAPTER START-UP EXPENDITURES		(220)	(250)	
TN GREENWAY GRANT		(562)	(793)	
EVAN MEANS GRANT			(2,500)	(1,631)
RESOURCE HANDBOOK			(1,500)	
AHA MEETING			(1,200)	(820)
BANK SERVICE CHARGES	(96)			
SLIDE PROGRAMS		(52)	(348)	
QUARTERLY MEETINGS		(200)	(300)	
REIMBURSED EXPENSES		(564)		
<b>TOTAL OTHER DISBURSEMENTS</b>	<b>(6,382)</b>	<b>(6,894)</b>	<b>(13,976)</b>	<b>(4,054)</b>
<b>TOTAL DISBURSEMENTS</b>	<b>(12,889)</b>	<b>(14,344)</b>	<b>(22,426)</b>	<b>(6,661)</b>

TENNESSEE TRAILS ASSOCIATION  
TREASURER'S REPORT

PAGE 3 OF 3

FOR THE PERIODS

	ACTUAL 1/1/98 TO 12/31/98	ACTUAL 1/1/99 TO 12/31/99	PROJECTED 1/1/00 TO 12/31/00	ACTUAL 1/1/00 TO 5/7/00
ENDING BALANCES BY ACCOUNT				
CHECKING	424	1,136	1,000	3,824
SAVING	4,816	4,229	3,238	7,267
CD-LIFE MEMBERSHIP		7,650	8,150	7,650
TOTAL ENDING CASH	5,240	13,014	12,388	18,741
ENDING BALANCES BY ALLOCATIONS				
LIFE MEMBERSHIP		7,650	8,150	7,650
TENNESSEE GREENWAYS GRANT		793	-	793
STATE SLIDE PROGRAM		348	-	348
RESOURCE HANDBOOK		-	-	1,500
EVAN MEANS GRANT 2000		-	-	1,534
EVAN MEANS GRANT 2001		2,500	3,000	
ALLOCATED FUNDS		11,291	11,150	11,825
UNALLOCATED FUNDS		1,723	1,238	6,916

*- not all liquid*

*Could fund  
another \$1500  
in Evan means  
grant*

*we do have  
adequate  
funds*



TENNESSEE TRAIL ASSOCIATION, INC  
MEANS GRANTS

GRANT REQUEST	STATUS= CONSIDERATION RFAI FUNDED CLOSED	REQUESTED AMOUNT	CHECK NUMBER/ DATE	FUNDED AMOUNT	NAME/DESCRIPTION
GR-1-2000	FUNDED	200.00	676.00 2/27/00	200.00	TRAIL MAPS-OBED SEGMENT OF CT  CUMBERLAND TRAIL CONFERENCE ARLEEN SCHELLER
GR-2-2000	FUNDED	400.00	674.00 2/27/00	400.00	WOODLAND TRAIL PHASE I  MEMPHIS CHAPTER TTA GLORIA NORRID
GR-3-2000	FUNDED	400.00	675.00 2/27/00	400.00	TRAIL MAPS-GRASY COVE SEGMENT OF CTC  PLATEAU CHAPTER OF TTA BILL ELDRIDGE
GR-4-2000	FUNDED	1,130.58	673.00 2/27/00	630.58	BRIDGE AT SHELBY FARMS  MEMPHIS CHAPTER OF TTA RAY BURKETT
GR-5-2000	TO BE CONSIDERED	340.00		-	EXPANDING TRAIL ON COMPANY PROPERTY  DUNN INDUSTRIES
GR-6-2000	RFAI	??????		-	CITY PARK LANDSCAPING  CITY OF KINGSTON
		<u>2,470.58</u>		<u>1,630.58</u>	

*grant  
money  
given  
out*

***UNIQUE JOB  
OPPORTUNITY !!***

**Help create the "Trail of Dreams"  
*The 280-mile Cumberland Trail***

***POST-GRADUATE PROGRAM INTERN  
POSITION WITH THE  
CUMBERLAND TRAIL CONFERENCE***

SEPT. 1, 2000 - JUNE 4, 2001

Housing and living stipend provided

Must have transportation

Duties include organization and leadership  
Of Cumberland Trail Volunteer Trail Building &  
Education Programs

**CONTACT:**

Rob Weber, Executive Director  
Cumberland Trail Conference  
19 East 4<sup>th</sup> St.

Crossville, TN 38555

931-456-6259

[cumberlandtrail@rocketmail.com](mailto:cumberlandtrail@rocketmail.com)

<http://users.multipro.com/cumberlandtrail>

**Deadline to Apply: May 31, 2000**

## **Cumberland Trail Conference Post-Graduate Program Intern**

### **Dates:**

September 1, 2000 – June 4, 2001

### **Full Time/Part-time:**

Full time

### **Location:**

Position Base in Crossville, Tennessee

### **Qualifications:**

Suggested Post Graduate Major in Geology, Environmental Science, Forestry, Recreation, Botany, Biology, Communications or Related Fields

### **Individual Considerations:**

Leadership Skills

Communication Skills

Coordination Skills

Trail Related Experience

Building

Maintenance

Map Reading

Safety Education

First Aid Education

Good Physical Condition

Comfortable with Manual Labor

Comfortable in a Backcountry Setting

### **Housing:**

Provided, Based in Crossville

**Transportation:**

Required, Reimbursed for Mileage

**Medical Insurance:**

Required

**Living Stipend:**

Provided

**Application Requirements:**

Resume: Please focus on work, educational, or volunteer related experiences.

References: Three

**Deadline for Application Requirements:**

May 31, 2000

**Mail, E-mail, or Fax to:**

Cumberland Trail Conference  
19 E. Fourth St.  
Crossville, TN 38555  
931-456-6259 (Phone)  
931-456-4934 (Fax)  
robweber@usit.net

## **CTC Post-Graduate Program Intern Job Description**

General responsibilities include 70% program coordination and leadership, 15% trail development and maintenance, and 15% organizational and promotional.

### **Program Coordination and Leadership 70%:**

To coordinate and organize all volunteer trail building and educational programs, to include establishing program/educational parameters and timetables, pre-site inspection, project budgetary costs, program publicity, volunteer recruitment, equipment and material purchase and preparations, and follow-up program reports and publicity.

To provide full time on the ground program oversight, to include trail and safety training.

To provide and lead educational programs, in coordination with the staff, that are appropriate for the programs.

To cultivate and recruit individual and community volunteer resources for programs in coordination with Trail Stewards.

To cultivate and develop new programs to assist in the completion of the CT.

To work in coordination with Trail Stewards and Adopt-a-Trail volunteers.

To maintain and monitor trail equipment and material, to include inventory.

### **Trail Development and Maintenance 15%:**

To assist and provide leadership for the development of the core trail corridor, to include trail routing and construction.

To assist and provide leadership to complete trail maintenance and inspection, to include the monitoring of trailheads for litter and vandalism.

To assist and provide leadership for the construction and maintenance of trail and trailhead facilities, to include signage, kiosks, and other related facilities. This might include the development of kiosk informational material.

### **Organizational and Promotional 15%:**

To attend and promote the Cumberland Trail Conference, Cumberland Trail State Park, and associated programs at various public functions (fairs, earth day, etc..)

To present Cumberland Trail Conference, The Cumberland Trail State Park, and associated programs to various community groups throughout the Cumberland Trail corridor.