

Tennessee Trails Association
1st Quarter 2001
Board Meeting Minutes

The meeting was held Saturday February 17th 2001 in Nashville Tennessee at the Life and Casualty Building on Church Street. Present were:

Arleen Scheller	Russell Smith	Fount Bertram
Barbara Draude	Jim Poteet	Keith Mertz
Rob Weber	Eric Wilson	J.R. Tate
Dan Brennan	Anne Wesley	Gloria Norrid
Jerry Lenski	Libby Francis	Leigh Jones
Harold Draper	Jim Clark	Diane Manas
Susan Weber		

Others present:

Janie Mertz	Alan Stokes	Linda Bowman
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The Board Meeting Minutes from 4th quarter 2000 were reviewed and one change was made. Page 2 bottom item: Membership Chairperson. All membership information is to go directly to the membership chairperson (Anne Wesley). After this change, the minutes were approved.

TREASURER'S REPORT The report was read by Libby Francis as Barbara Matheson was out of town. Handouts were given on the 2000 Budget and the proposed 2001 Budget. The reports for both of these years were discussed. Some changes and category relocations were submitted and Libby will relay them to Barbara. These did not affect the total numbers however.

A motion was made and passed unanimously by the board to raise the Evan Means grant allotment to \$3000.00 for 2001.

It was also noted to change the note at the end of the Budget for 2001 to read TTA audit – not CTC audit.

Discussion was held also on whether to send new prospects 2 free newsletters or 3. A motion was made and seconded to send new prospects 3 newsletters. A vote was taken: 7 in favor and 8 opposed. Therefore, new prospects will continue to receive 2 free newsletters.

A motion was also made to authorize the TTA website to have a link to Amazon.com for purchase of hiking books and such. TTA will receive a 15% cut from any customer who buys something from Amazon.com if they went through our website first. This would give us further income. The motion was passed by the board, with the stipulation of proper disclaimers being made on the website to protect our interests.

INSURANCE ISSUES Barbara Matheson submitted a report which Libby Francis read in Barbara's absence. The board voted to allow Barbara to renew our existing policy, with the changes she suggested and present the director's coverage at the next board meeting.

SOCUM (Save Our Cumberland Mountains) Due to illness, we did not have a representative present but Libby Francis read their request. They asked for a one time use of the TTA membership mailing addresses. They have two current issues they're involved in; abandoned land mines and forest issues. After discussion, a motion was made and seconded to not give them our mailing list.

EVAN MEANS GRANT PROGRAM The finance committee met and approved 4 of the 5 submitted grant requests. The four grants awarded were:

1. CTC Ridgerunner Program \$500.00
2. Friends of Beaman Park \$600.00 for a 2.5 mile loop trail
3. Friends of Montgomery Bell \$350.00 for Ladd Creek Trail crossing construction
4. CTC Landmark Volunteers Breakaway Program \$500.00

The fifth request was from Clarksville for the Rotary Park Trail. Their \$600.00 grant request will be re-considered upon the finance committee receiving requested budget information.

The board approved all four completed grant requests as outlined above. The board also approved granting the Clarksville grant request when proper documentation is received by the finance committee.

REQUEST FOR ADOPTERS FOR SHORT SPRINGS AND DEVIL'S BACKBONE TRAILS (Arleen Scheller) Due to Arleen's relocation and increased job duties, she needs help in getting these two projects completed. Short Springs lacks one bridge and Devil's Backbone needs blazing and general maintenance on the 3 mile trail before an April grand opening. TTA was awarded grant money to get these projects done and we need to finish them soon. The Columbia chapter will try to help with Devil's Backbone and Fount Bertram said he'd check with Mike Harvey regarding the bridge at Short Springs. Anyone else who can help is to contact Arleen.

CTC BY-LAWS (Rob Weber & Jim Poteet) There was discussion on the proposed CTC by-laws possibly conflicting with the TTA by-laws. A committee was appointed of: Sam Powell, David Reister, Jim Poteet, and Eric Wilson to study this further. All comments and concerns are welcomed – preferably in writing to CTC. Once they have received all input, it will be sent to legal council for further consideration.

MEMBERSHIP ISSUES (Anne Wesley) Several ideas for new membership increases were discussed. Anne gives each chapter chair a list of new contacts in their area so they can follow up. The issue of what to do with "undesirable" hikers was addressed. Anne handed out a sample sheet addressing expulsion from a Grotto club. Anyone with comments/ideas is to get back to Anne on this.

NEWSLETTER (Diane Manas) The newsletter deadline for the April 2001 issue is March 5th. This change is needed to accommodate our printer who will be out of town.

TENNESSEE CONSERVATION VOTERS REP REPORT (Libby Francis) Libby is the new rep for this organization and has attended a meeting with commissioner Hamilton where issues and concerns were expressed regarding Tennessee's conservation efforts. Legislative updates are available on a weekly basis via the internet so everyone can stay updated. See Libby for the e-mail address.

AHS TRAILS LOBBY WEEK (Libby Francis) This year's event will take place on March 4th – March 7th in Washington D.C. CTC is sending Arlene Scheller and TTA will send Libby Francis to be our reps for this lobby week. Libby has already secured a \$100.00 scholarship to attend and CTC is paying for Arlene's expenses. The TTA board voted to give Libby \$200.00 towards her remaining expenses to attend this event.

CHAPTER REPORTS

Big South Fork (Eric Wilson) Things are going well for this group. Their membership has almost doubled. On the last hike 16 people attended.

Clarksville (J.R. Tate) They continue to hike and stay active. They are also getting new people in the chapter.

Columbia (Russell Smith) Russell represented Todd Horton for this chapter. They are sending out news releases on their hikes to encourage new hikers. They remain steady.

Cove Lake was not represented at the board meeting.

East Tennessee (Harold Draper) Harold represented Keith Mertz as Keith had to leave early. They are currently looking for a 2002 chairperson. They have their 2001 hike schedule completed and continue to have good groups on their outings. They had 30 people on the first two hikes of this year.

Memphis (Gloria Norrid) They have a lot of active members and did part of a historical downtown Memphis hike that was a large success.

Murfreesboro (Fount Bertram) This chapter has a lot going on. They are active with their new city park (Barfield-Crescent Park) and have moved their meeting location there. There will be an open house April 10th at 7pm showcasing the new park and facilities. They also remain active in helping with trail building and maintenance at Edgar Evins State Park. They will be doing trail construction on National Trails Day (June 2nd) and hope to have at least 100 people to help.

Nashville (Dan Brennan) Monthly meeting attendance is good with @50-60 people per meeting. They get a lot of new faces each meeting, but don't have a lot of repeat visitors.

They schedule lots of hikes at all levels and remain active with Beaman Park helping to build trails. The Nashville chapter will help in the Edgar Evins State Park trail building on National Trails Day this year (June 2nd).

Northwest (Jim Clark) This chapter has been fairly active. They have @10-20 people showing up for events. They have a local web page that will help spread the word and are trying to get a greenway started in Martin.

Plateau (Leigh Jones) They had 25 people on their last hike. They have added a lot of new people this winter. This chapter is also hosting the annual meeting this year and has secured the site for it already.

Upper Cumberland was not represented at the board meeting.

REGIONAL REP REPORTS

West Tennessee (Jerry Lenski) Jerry plans to get with some people in Jackson to start a new TTA chapter there.

Middle Tennessee (Barbara Draude) There isn't any new news to report in middle Tennessee.

East Tennessee (Arleen Scheller) Arleen has received interest from a person in Spring City regarding starting a Spring City/Dayton TTA chapter. There are already 6-8 TTA members in that area so the prospects look real good.

ASSOCIATE ORGANIZATION REPORTS

Cumberland Trail (CT) (Susan Weber) Susan handed out 4th Quarter 2000 quarterly reports for CTC, CTC balance sheets as of Dec. 31, 2000, and CTC Executive & Advisory board meeting minutes from their Feb. 3, 2001 meeting. The reports are for TTA board members to review and if anyone has any questions they can contact Susan. Susan also thanked TTA for the two Evan Means grants that CTC was awarded.

(Arleen Scheller) Arleen reported on CTC's Capital Campaign. Almost \$120,000.00 has been pledged over the next three years by board leadership for the campaign. The state advisory board is making a lot of headway on leadership recruitment in cities throughout Tennessee. CTC also has several grant requests in the works. Arleen reminded everyone of the CTC auction on April 21st in Chattanooga. Al Churcher of the Nashville chapter is the CTC rep for their auction.

TRAC was not represented at the board meeting.

COMMITTEE REPORTS

Membership Handbook (Anne Wesley) All information is in disc form and has been given to Diane Manas to deliver to our printer.

Slide Show (Fount Bertram) Arleen Scheller has written the narrative for the slide show. Jerry Lenski and Gloria Norrid have the slides and will sort through them and select what to use. We should have a finished slide show to view at the next board meeting (May 19th at Cove Lake).

Kentucky Trails Association (KTA) (Jim Poteet) Jim has researched what it takes to get the organization going. In Kentucky it appears very easy and inexpensive to get started. It may take @\$1,000.00 to get it off the ground. Basically we need to: register the name and come up with by-laws and a charter. There are no residency requirements so we can proceed with or without Kentucky involvement. The board authorized Jim Poteet to proceed further and if he can find a sufficient number of interested individuals in Kentucky to go ahead and put KTA in place. Jim mentioned it may require individual commitment from the board (i.e. sharing newsletter editor, secretary, etc...).

OTHER BUSINESS

Need New Book Publisher (Libby Francis) Bob Brown has informed Libby that our current publisher of the "TTA Hiking Guide" will not be able to publish any further editions. Several board members volunteered to contact various publishers and get quotes for our future publishing needs.

Meeting Adjourned

Preliminary Agenda 1Q Board Meeting, February 17, 2001

To: Tennessee Trails Association Board Members:

Libby Francis, president
Leigh Jones, vice president
Barbara Matheson, treasurer
Patti Shaw, secretary
Anne Wesley, membership director
Arleen Scheller, East TN rep
Jerry Lenski, West TN rep
Barbara Draude, Middle TN rep
Jim Poteet, past president
Harold Draper, past president
Barry & Sandra Spearman, CTC rep
Jim Pascoe, TRAC rep

Eric Wilson, Big South Fork chair
J. R. Tate, 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
Dan Brennan, Nashville chair
Jim Clark, Northwest chair
Vicki Perdue, Plateau chair
Helen Angelmeyer, Upper Cumberland chair

Here is the preliminary agenda for the regular winter quarter (1Q 2001) Tennessee Trails board meeting to be held February 17, 2001, 1:00 PM, Life and Casualty Bldg., 401 Church Street, Nashville, 17th floor conference room. 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.

I have enclosed a preliminary budget proposal for you to look over and ask any questions before the board meeting. Barbara Matheson will be leaving town on Feb. 12, and will be unable to answer your questions after that. Make plans to join us for a post-meeting gathering at the new Gerst Haus on Woodland St.

Announcements:

Finance Committee: Area reps, associate member reps, past presidents, president, vice-president, and treasurer meet at 12:00 to discuss Evan Means grants and budget concerns-lunch provided

Chapter Chairs: Please bring a treasurer's report from your chapter for 2000. It needs to include how much money you received and how you spent it, and a copy of your last bank statement. Call Barbara Matheson for more details, 615-373-7291.

Thanks,

Libby Francis

Agenda:

1. Welcome of new board members and introductions
2. Approval of minutes from 4Q 2000 board meeting
3. Treasurers Report
4. Discussion and decision for proposed budget for 2001
5. Discussion of insurance for directors, coverage and costs
6. Status of Evan Means grants program—Recommendation by Finance Committee
7. SOCUM (Save Our Cumberland Mountains) one time request for mailing labels
8. Request for adopters for Short Springs and Devil's Backbone Trails
9. Membership ideas and concerns
10. Chapter reports
11. Associate organization reports
12. Regional rep reports
13. Committee reports
 - Membership Handbook - schedule for completion
 - Slide Show—schedule for completion
14. Other business

CC: **Todd Horton** Columbia Chair
Frederick Belton Memphis Chair

Diane Manas Newsletter editor
Rob & Susan Weber CTC

Agenda 1Q Board Meeting, February 17, 2001

1. Welcome of new board members and introductions
2. Approval of minutes from 4Q 2000 board meeting
3. Treasurers Report
4. Discussion and decision for proposed budget for 2001
5. Discussion of insurance for directors, coverage and costs
6. SOCUM (Save Our Cumberland Mountains) one time request for mailing labels
7. Status of Evan Means grants program—Recommendation by Finance Committee
8. Request for adopters for Short Springs and Devil's Backbone Trails
9. CTC By-laws vote *State Nat. Area*
10. Membership ideas and concerns
11. Newsletter deadlines
12. Tennessee Conservation Voters Rep. Report *used to be EAF*
13. News from AHS Trails Lobby Week
14. Chapter reports
15. Associate organization reports
16. Regional rep reports
17. Committee reports:
 - Membership Handbook - schedule for completion
 - Slide Show—schedule for completion
 - Kentucky Trails Association
18. Other business

*Classified
2nd chair
disc*

01/15/01

Tennessee Trails Association, Inc.

Trial Balance

As of December 31, 2000

	Dec 31, '00	
	Debit	Credit
Union Planters CD	9,150.00	
Union Planters Checking	2,480.31	
Union Planters MMK	7,334.73	
Accounts Receivable	500.00	
Post Office Account	597.47	
Accounts Payable		3,000.00
Opening Bal Equity		14,769.22
Retained Earnings	1,182.22	
Advertising Income		100.00
Annual Meetings Deposit		1,000.00
Book Sales		219.35
Contributions Income:Restricted		75.00
Contributions Income:Unrestricted		405.00
Grants:AHA Grant		85.36
Income, Interest		379.34
Lifetime Membership		1,500.00
Membership Dues:Family		6,050.00
Membership Dues:Retiree		20.00
Membership Dues:Single		11,595.00
Membership Dues:Student		405.00
Misc Merchandise Decals etc		92.75
Miscellaneous Income		30.00
Reimbursed Expenses		200.00
Royalties		707.55
Workshops:Photography	0.00	
Allocations:Chapter Allocations	1,504.00	
Bank Service Charges	48.61	
Donation:Restricted	500.00	
Donations/Unrestricted:Memorial Gifts	150.00	
Donations/Unrestricted:Tn Conservation Voters	300.00	
Equipment	73.67	
Equipment Rental	32.00	
Evans Means Grant Program:GR-1-2000 - CTC	200.00	
Evans Means Grant Program:GR-2-2000 - Memphis Chapter	400.00	
Evans Means Grant Program:GR-3-2000 - Plateau Chapter	400.00	
Evans Means Grant Program:GR-4-2000 - Memphis Chapter	630.58	
Evans Means Grant Program:GR-5-2000 - Dunn Diversified Id	340.00	
Insurance:Liability Insurance	350.00	
Licenses and Permits	70.00	
Meetings:Quarterly Meetings	0.00	
Merchandise:Tee Shirts	400.00	
Newsletter Editing	550.00	
Office Supplies	57.79	
Postage and Delivery:Bulk Permit	132.00	
Postage and Delivery:Chapter Mailings/Board Business	735.65	
Postage and Delivery:Directory	342.10	
Postage and Delivery:Newsletter	3,145.78	
Printing Expenses:Brochures	237.55	
Printing Expenses:Directory	562.30	
Printing Expenses:Manuals	27.00	
Printing Expenses:Newsletter	4,409.62	
Printing Expenses:Stationery	145.02	
Professional Fees:Accounting	3,000.00	
Professional Fees:Seminars	580.22	
Supplies:Awards etc	64.95	
Void Check	0.00	
TOTAL	40,633.57	40,633.57

01/15/01

Tennessee Trails Association, Inc.

Balance Sheet

As of December 31, 2000

Dec 31, '00

ASSETS

Current Assets

Checking/Savings

Union Planters CD	9,150.00
Union Planters Checking	2,480.31
Union Planters MMK	7,334.73

Total Checking/Savings 18,965.04

Accounts Receivable

Accounts Receivable 500.00

Total Accounts Receivable 500.00

Other Current Assets

Post Office Account 597.47

Total Other Current Assets 597.47

Total Current Assets 20,062.51

TOTAL ASSETS 20,062.51

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

Accounts Payable 3,000.00

Total Accounts Payable 3,000.00

Total Current Liabilities 3,000.00

Total Liabilities 3,000.00

Equity

Opening Bal Equity 14,769.22

Retained Earnings -1,182.22

Net Income 3,475.51

Total Equity 17,062.51

TOTAL LIABILITIES & EQUITY 20,062.51

01/15/01

Tennessee Trails Association, Inc.

Profit and Loss

January through December 2000

	Jan - Dec '00
Ordinary Income/Expense	
Income	
Advertising Income	100.00
Annual Meetings Deposit	1,000.00
Book Sales	219.35
Contributions Income	
Restricted	75.00
Unrestricted	405.00
Total Contributions Income	480.00
Grants	
AHA Grant	85.36
Total Grants	85.36
Income, Interest	379.34
Lifetime Membership	1,500.00
Membership Dues	
Family	6,050.00
Retiree	20.00
Single	11,595.00
Student	405.00
Total Membership Dues	18,070.00
Misc Merchandise Decals etc	92.75
Miscellaneous Income	30.00
Reimbursed Expenses	200.00
Royalties	707.55
Workshops	
Photography	0.00
Total Workshops	0.00
Total Income	22,864.35
Expense	
Allocations	
Chapter Allocations	1,504.00
Total Allocations	1,504.00
Bank Service Charges	48.61
Donation	
Restricted	500.00
Total Donation	500.00
Donations/Unrestricted	
Memorial Gifts	150.00
Tn Conservation Voters	300.00
Total Donations/Unrestricted	450.00
Equipment	73.67
Equipment Rental	32.00
Evans Means Grant Program	
GR-1-2000 - CTC	200.00
GR-2-2000 - Memphis Chapter	400.00
GR-3-2000 - Plateau Chapter	400.00
GR-4-2000 - Memphis Chapter	630.58
GR-5-2000 - Dunn Diversified Id	340.00
Total Evans Means Grant Program	1,970.58
Insurance	
Liability Insurance	350.00
Total Insurance	350.00
Licenses and Permits	70.00
Meetings	
Quarterly Meetings	0.00
Total Meetings	0.00

01/15/01

Tennessee Trails Association, Inc.

Profit and Loss

January through December 2000

under grant
grant
not even means the
for CTC + shirts

9B grant / gift

	Jan - Dec '00
Merchandise	
Tee Shirts	400.00
Total Merchandise	400.00
Newsletter Editing	550.00
Office Supplies	57.79
Postage and Delivery	
Bulk Permit	132.00
Chapter Mailings/Board Business	735.65
Directory	342.10
Newsletter	3,145.78
Total Postage and Delivery	4,355.53
Printing Expenses	
Brochures	237.55
Directory	562.30
Manuals	27.00
Newsletter	4,409.62
Stationery	145.02
Total Printing Expenses	5,381.49
Professional Fees	
Accounting	3,000.00
Seminars	580.22
Total Professional Fees	3,580.22
Supplies	
Awards etc	64.95
Total Supplies	64.95
Void Check	0.00
Total Expense	19,388.84
Net Ordinary Income	3,475.51
Net Income	3,475.51

01/15/01

Tennessee Trails Association, Inc.
Profit and Loss
 October through December 2000

	<u>Oct - Dec '00</u>
Ordinary Income/Expense	
Income	
Book Sales	51.80
Contributions Income	
Restricted	75.00
Unrestricted	140.00
Total Contributions Income	215.00
Income, Interest	34.29
Membership Dues	
Family	1,225.00
Single	3,100.00
Student	90.00
Total Membership Dues	4,415.00
Misc Merchandise Decals etc	1.00
Royalties	249.05
Workshops	
Photography	0.00
Total Workshops	0.00
Total Income	4,966.14
Expense	
Allocations	
Chapter Allocations	1,404.00
Total Allocations	1,404.00
Licenses and Permits	50.00
Meetings	
Quarterly Meetings	-200.00
Total Meetings	-200.00
Newsletter Editing	100.00
Office Supplies	23.80
Postage and Delivery	
Bulk Permit	32.00
Chapter Mailings/Board Business	169.45
Newsletter	916.63
Total Postage and Delivery	1,118.08
Printing Expenses	
Brochures	135.99
Newsletter	1,080.00
Total Printing Expenses	1,215.99
Professional Fees	
Accounting	3,000.00
Total Professional Fees	3,000.00
Supplies	
Awards etc	64.95
Total Supplies	64.95
Void Check	0.00
Total Expense	6,776.82
Net Ordinary Income	-1,810.68
Net Income	<u>-1,810.68</u>

4

Goal 3 life time mb shps

Income

Budgeted 2001

Memberships	\$20,300.00
Member Contributions	\$600.00
Royalties, Interests	\$1,400.00
Merchandise Sales etc	\$775.00
Reimbursed Expenses	\$5,500.00

\$28,575.00

Expense

Newsletter	\$9,150.00
Chapter Allocations	\$5,000.00
Merchandise	\$250.00
Office Expenses, Insurance etc	\$7,465.00
Member Directory	\$904.00
Member Guide, Manuals, brochures	\$1,190.00

\$23,959.00

NET INCOME

\$4,616.00

2001 Detail Budget

Income

Memberships

Lifetime	\$1,500.00	
Single	\$12,000.00	
Family	\$6,250.00	
Student	\$450.00	
Retiree	\$100.00	\$20,300.00

Member Contributions	\$500.00	
Other Contributions	\$100.00	\$600.00

Royalties, Interest

Royalties	\$1,000.00	
Income Interest	\$400.00	\$1,400.00

Merchandise Sales etc

Book Sales	\$500.00	
Decals etc	\$150.00	
Advertising Income	\$125.00	\$775.00

Reimbursed Expenses

Annual Meeting Deposit	\$500.00	
Reimbursed Expenses*	\$5,000.00	\$5,500.00

\$28,575.00

maybe way too high leave & see what happens

Expense**Newsletter**

Printing	\$4,500.00	
Editing	\$600.00	
Mailing	\$3,300.00	
Chapter Mailings	\$750.00	\$9,150.00

Chapter Allocations

Chapter Allocations	\$1,550.00	
Evans Means Grants	\$2,000.00	
Donations: Restricted	\$500.00	
Donations: Unrestricted	\$450.00	
2002 Meeting Deposit	\$500.00	\$5,000.00

← change to \$3K

Merchandise

Tee Shirts	\$250.00	\$250.00
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Office Expenses, Insurance etc

Liability Insurance*	500	
Licenses & permits	\$70.00	
Office Supplies	\$100.00	
Bank Charges	\$45.00	
Stationery	\$150.00	
Seminars etc	\$600.00	
Accounting & Professional Fees*	\$6,000.00	\$7,465.00

Member Directory

Printing	\$562.00	
Postage	\$342.00	\$904.00

Member Guide, Manuals, brochures

Brochures, Printing	\$235.00	
Evans Means Brochures	\$30.00	
Member Guide	\$925.00	\$1,190.00

\$23,959.00

* Expenses are related to CTC Audit requirements and Form 990 Filings for 2000 and 2001

TTA assumes a proportional share of total expense. Expense offset in Income

2001 Takes a double expense cash flow for CTC audit as invoice was not received until January

change

TTA

4

<u>Income</u>	<u>Budgeted 2000</u>	<u>Actual 2000</u>	<u>Difference 2000</u>
Memberships	\$16,840.00	\$19,570.00	\$2,730.00
Member Contributions	\$680.00	\$565.36	-\$114.64
Royalties, Interests	\$1,800.00	\$1,086.89	-\$713.11
Merchandise Sales etc	\$3,000.00	\$442.10	-\$2,557.90
Reimbursed Expenses	\$0.00	\$1,200.00	\$1,200.00
	\$22,320.00	\$22,864.35	\$544.35
<u>Expense</u>			
Newsletter	-\$7,861.51	-\$8,973.05	-\$1,111.54
Chapter Allocations	-\$3,360.00	-\$4,924.58	-\$1,564.58
Merchandise	-\$900.00	-\$400.00	\$500.00
Office Expenses, Insurance etc	-\$2,050.00	-\$4,422.26	-\$2,372.26
Member Directory	-\$1,194.08	-\$904.40	\$289.68
Member Guide, Manuals, br	-\$1,194.08	-\$264.55	\$929.53
	-\$16,559.67	-\$19,888.84	-\$3,329.17

Income
Detail of Actual Expense 2000

Income

Memberships

Lifetime	\$1,500.00	
Single	\$11,595.00	
Family	\$6,050.00	
Student	\$405.00	
Retiree	\$20.00	\$19,570.00

Member Contributions

Other Contributions	\$480.00	
	\$85.36	\$565.36

Royalties, Interest

Royalties	\$707.55	
Income Interest	\$379.34	\$1,086.89

Merchandise Sales etc

Book Sales	\$219.35	
Decals etc	\$122.75	
Advertising Income	\$100.00	\$442.10

Reimbursed Expenses

Annual Meeting Deposit	\$1,000.00	
Reimbursed Expenses	\$200.00	\$1,200.00

\$22,864.35

Globe Peg
merged w Falcon
TPA shopping for publisher
no 6th edition book will be
done by Globe

Ross Manning
now Maintaineer
Publisher

Royalties
probably won't be
25 high if have
to change publisher
(we'd be charged
more maybe)

Expense

Newsletter

Printing	\$4,409.62	
Editing	\$550.00	
Mailing	\$3,277.78	
Chapter Mailings	\$735.65	\$8,973.05

Chapter Allocations

Chapter Allocations	\$1,504.00	
Evans Means Grants	\$1,970.58	
Donations: Restricted	\$500.00	
Donations: Unrestricted	\$450.00	
2001 Meeting Deposit	\$500.00	\$4,924.58

Merchandise

Tee Shirts	\$400.00	\$400.00
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Office Expenses, Insurance &

Liability Insurance	350	
Licenses & permits	\$70.00	
Office Supplies	\$57.79	
Equipment Rental	105.67	
Bank Charges	\$48.61	
Stationery	\$145.02	
Seminars	\$580.22	
Awards, trophies etc	\$64.95	
Accounting & Professional	\$3,000.00	4422.26

Member Directory

Printing	\$562.30	
Postage	\$342.10	\$904.40

Member Guide, Manuals, brochures

Brochures, Printing	\$237.55	
Evans Means Brochures	\$27.00	\$264.55

\$19,888.84 \$19,888.84

Put it elsewhere??
Remove?
omit



**Cumberland
Trail
Conference**

CUMBERLAND TRAIL CONFERENCE

QUARTERLY REPORT ON GOALS AND OBJECTIVES FOR CUMBERLAND TRAIL STATE PARK



OCTOBER - DECEMBER, 2000

GOALS	SUMMARY OF ACTIVITIES
<p><u>GOAL 1:</u></p> <p>TO COMPLETE THE CUMBERLAND TRAIL</p>	<ul style="list-style-type: none"> Completed Spring program planning for upcoming trail building and educational activities. Programs include a Trail Training Workshop to build community leadership and skilled trail builders, Spring BreakAway, Spring BackCountry Outings, the Landmark Volunteer Program, and Americorps NCCC Program. Ongoing planning and engineering for the Red Ash Creek bridge linking the Smoky Mtn. and Cumberland Mtn. Segment. Began construction of CMS trail shelter with AHS program volunteers. Continued the revitalization of the Laurel Snow Segment during Fall BreakAway with the students from the University of Tennessee, Birmingham Southern College, and Notre Dame High School. Continued the construction of the Montgomery Fork to Spring Branch section of the SMS during a Fall BackCountry outing. Completed the revitalization of the Grassy Cove Segment with a Volunteer Cabin Weekend at Cumberland Mtn. State Park. Led an Americorp team of volunteers on the CMS at Tank Springs, the CMS shelter, new trail on the SMS, and revitalizing the TRGS Design and layout of the I-75 corridor in Campbell County, agreement with TDOT and FHWA is pending. Assisted in hosting the TTA Annual Meeting Auction with proceeds benefiting the Spring BreakAway program and extensive SMS trail construction. Developed a new map for the TRGS, to include wheeling the segment for mileage and destinations. Developed 2001 program budgets for CTSP construction and maintenance.
<p><u>GOAL 2:</u></p> <p>TO SECURE AND PROTECT THE TRAIL CORRIDOR</p>	<ul style="list-style-type: none"> Ongoing deed research and preparations for Bowater acquisitions. Successfully presented the Bowater Rock, Soddy, and Possum watersheds acquisitions, 30 miles of trail corridor to the State Building Commission. Ordered and funded the appraisal of these Bowater southern acquisitions. Provided Bowater Inc. with a letter of intent. Entered negotiations with Southern Pine Plantations regarding Black Mtn's "Western Slope". Continued negotiations with International Paper and J.M. Huber in Campbell, Claiborne, Morgan, and Scott counties. Established Leadership Committees in the LaFollette, Oak Ridge, Crossville, Knoxville, Chattanooga, and Nashville communities to establish Honorary and General Chair positions for the Pathways for People, People for Nature Land Acquisition Campaign. Preparation work for the production of the PPPN general brochure, special brochure, and southern watershed brochure. Held a special CTC Board Meeting to discuss and commit PPPN funds to the Bowater and Black Mtn. acquisitions. Continued the Frozen Head corridor acquisition process with the Wartburg and Morgan County community. Reviewed and assisted TSP in the Frozen Head "Bird Mtn." acquisition.

GOALS		SUMMARY OF ACTIVITIES
GOAL 2: (continued) TO SECURE AND PROTECT THE TRAIL CORRIDOR		<ul style="list-style-type: none"> Began PPPN TTA and CTC Board internal giving program for the land acquisition campaign. Attended CTSP funding review with the administration, TSP, TDEC, TDOT, and the Recreational Services Division. Continued to CMS Racetrack landowner discussions.
GOAL 3: TO PROTECT AND PRESERVE THE NATURAL AND CULTURAL RESOURCES WITHIN THE TRAIL CORRIDOR		<ul style="list-style-type: none"> Continued to complete the Site Survey work on the Bowater Rock, Soddy, and Possum watersheds. Expanded the work to include nine priority bluff line issues. Completed Deep Creek and Board Camp Bowater site surveys to address mining related issues. Continued the process of developing the NEPA document for the corridor in cooperation with TDEC, FHWA, THC, NPS, RSD, and consultant groups. CTSP Southern Watershed GIS Attended the Southeast Regional Trail Conference, hosted by the American Hiking Society, to present the CTSP to other regional trail organizations and to present and discuss the Western Appalachian Alternative.
GOAL 4: TO EFFECTIVELY AND EFFICIENTLY MANAGE AND ADMINISTER THE CUMBERLAND TRAIL STATE PARK		<ul style="list-style-type: none"> Received grants from the Community Foundation, Jack Daniel Distillery, Cracker Barrel, and REI providing assistance to our CTSP AHS program and Spring BreakAway programs. Researched, followed-up, and completed progress reports on new, outstanding, and completed grants. Submitted grants to the Sulzberger Foundation, Norfolk Southern, TN Trails Association, American Hiking Society, and Benwood Foundation to address general funding, the Landmark Volunteer program, and the PPPN capital campaign, respectively. Reviewed the CTSP policy with Nancy Dorman. Partnered with the NPS's RTCA. Completed the FY99 Audit and requirements of Tennessee's Charitable Solicitation Organization. Completed CTC's 2001 organizational budget to support CTSP program grants and the PPPN land acquisition campaign. Began preparations for the CT Auction 2001 to be held in Chattanooga. Reviewed the CTSP with TDEC Policy and Administration, to include CTSP site visits.
GOAL 5: TO EFFECTIVELY MARKET THE CUMBERLAND TRAIL STATE PARK		<ul style="list-style-type: none"> Presented the CTSP concept to the Tennessee Recreation and Parks Association, Cookeville Kiwanis Club, Southern Regional Trail Conference, Benwood Foundation, Friends of Beaman, North Chickamauga Creek Conservancy, and TWRA Commission. Prepared and mailed the winter '01 CT Newsletter. Held discussions with Cumberland County Playhouse in producing a production centering around the Cumberland Trail for Spring, 2001, in coordination with our PPPN Acquisition Campaign. They are seeking a partnership with Tennessee State Parks. Completed interviews with Southern Living Magazine, National Geographic Adventure Magazine, and Appalachian Adventurer. Tennessee Paddle Event CT Hike planning. Continued to assist and partner with TDEC on a CTSP State web-site.



**Cumberland
Trail
Conference**

Cumberland Trail Conference

19 East 4th Street
Crossville, TN 38555
Phone 931-456-6259
Fax 931-456-4934

An Associate Organization of Tennessee Trails Association
Visit Our Web Site at: www.cumberlandtrail.org



CTC EXECUTIVE AND ADVISORY BOARD MEETING MINUTES February 3, 2001

Present

Sam Powell, Chair
Rob Weber
Arleen Scheller
Susan Weber
Tanya Meachen
Jim Lifsey
Carolyn Miller
Alan Stokes
Alan Ball
David Brill
Gary Grametbauer
David Lincicome
Monty Matney
Betty Petty
David Reister

Absent

Dan Robbins
Jim Schroeder
Donald Todd

John Bilbrey
Rex Boner
Bob Brown
Alison Bullock
Phil Carr
Bruz Clark
Clarence Coffey
Jack Collier
Linda Hixon
Jim Lane
Joni Lovegrove
Bert Schappel
Barry Spearman
Sandra Spearman
Duane Wyrick

Guests

Libby Francis
Bill Brown
Leigh Jones
Terry Bonham
Bob Fulcher
Dennis Andrew

5/13 on board not guest

I. The meeting was held at Cumberland Mtn. State Park and was called to order by Sam Powell, Chairman, at 8:10 a.m. Introductions were made.

II. Announcements

- Rob Weber discussed the Mike Lain Memorial Fund, which was established in remembrance of Mr. Lain. Mr. Lain was a site survey team leader on the Bowater project. Proceeds from this fund will go toward the acquisition of the Cumberland Trail State Park.
- This year's Bob Brown Award was presented to Dennis Andrew. Dennis is an adoptee on the Obed WSR segment and has spent numerous hours on the trail. The Bob Brown Award recognizes the volunteer with the most hours on the CT. The annual CT Award is given to an individual or organization recognizing their outstanding contribution to the Cumberland Trail. The CT Award this year went to two parties; John Bilbrey, Trail Steward of the Obed WSR segment, and Faith and Ed Dippold, of the Cove Lake Chapter of TTA. John Bilbrey has been the Trail Steward for the Obed Wild and Scenic Segment and developed and built the numerous kiosks located throughout the trail corridor. The Dippolds have demonstrated strong community leadership in Campbell County and have been instrumental in the development of the Smoky Mtn. and Cumberland Mtn. segments of the CT, as well as the formation of the Cove Lake Chapter of TTA.

III. Financial Report

- Susan Weber reviewed the meeting minutes from the year 2000.

Motion: A motion was made, seconded, and approved to accept the CTC meeting minutes from January 15, 2000, March 27, 2000, July 29, 2000, and November 3, 2000.

- Rob reviewed the 1999 audit report. The 2000 audit is underway. These audits are being performed as required by the Tennessee's Charitable Solicitation Division.
- Susan gave an overview of the FY00 financial report. Trail development expenses increased over last year 249% due to the completion of the Cumberland Mtn. segment Simms grant project.
- Rob gave an overview of the FY01 organizational budget. Total projected revenue is \$489,229.86. Total projected expense is \$487,831.27. This budget will be updated in 6 months to reflect any changes in grants, etc.

Motion: A motion was made, seconded, and approved to accept the CTC FY01 organizational budget as is. Changes in the budget, if any, will be submitted for approval at the next regular board meeting.

- Arleen Scheller reviewed our grant status from July 1 – December 31, 2000. She reported that spring BreakAway is fully funded.

IV. Old Business

- The Nominating Committee held a conference call to establish Executive Board officers, additions to the Executive Board, the creation of the Acquisition Board, and additions to the Advisory Board. Their recommendations are as follows (see packet enclosure for detailed information on these nominees):

Executive Board Officers – the Committee submitted the names of David Reister for Vice Chairman, Barbara Matheson for Treasurer, and Carolyn Miller for Secretary.

Motion: A motion was made, seconded, and approved to place David Reister as Vice Chairman, Barbara Matheson as Treasurer, and Carolyn Miller as Secretary of CTC's Executive Board.

Executive Board Additions – the Committee submitted the names of Barbara Matheson, Treasurer; Doris Gove, Smoky Mtn. Hiking Club representative; and Herb Kneeland, Nashville (TTA Chapter) representation.

Motion: A motion was made, seconded, and approved to add Barbara Matheson, Doris Gove, and Herb Kneeland to CTC's Executive Board.

Acquisition Board Cross-Over Members – the Committee submitted the names of David Reister and Gary Grametbauer for the two Executive Board Cross-Over members. These members will attend the Acquisition Board meetings to represent the Executive Board and report back to the Executive Board on the activities of the Acquisition Board. The election of nine individuals of affluence and influence from the communities to serve on the Acquisition Board is yet to be determined.

Motion: A motion was made, seconded, and approved to elect David Reister and Gary Grametbauer as the two Executive Board Cross-Over Members for CTC's Acquisition Board.

Advisory Board Additions – the Committee submitted the names of Anita Smith, Cumberland Gap National Historical Park representative, and Shad Baker, Pine Mountain Trail Association representative. Anita Smith will be replacing Jack Collier, who retired from CGNHP earlier this year.

Motion: A motion was made, seconded, and approved to add Anita Smith and Shad Baker to CTC's Advisory Board.

- Rob discussed the American Hiking Society Southeast Regional Trail System meeting held last November. The meeting was attended by partnering trail organizations, including the American Hiking Society and the National Park Service, to discuss a regional trail initiative. The Western Appalachian Alternative (W.A.A.) was part of these discussions with the Cumberland Trail being at the heart of this system. Tennessee Trails Association (TTA) is assisting by establishing the Kentucky Trails Association (KTA). The Pine Mountain Trail Association (PMTA) will be approached in February to determine their interest in linking the PMT and CT to create the WAA. Additionally, we will seek their support for KTA.

V. "Pathways for People...People for Nature" (PPPN) Capital Campaign

- Arleen reviewed the PPPN Special Brochure, which will be given to large donor prospects. She thanked Mike Harvey for providing the cover photo, Alan Stokes for providing the graphics, and Virginia Rowell, of Rowell's Apple Orchard, for providing the apple twigs for the binding.
- Bill Brown, of WPO, reviewed overheads of the Capital Campaign Organizational Chart and gave an update on leadership recruitment for Community Campaigns. The Statewide Advisory Board will consist of Martha Sundquist, Howard Baker, Bob Worthington and Lamar Alexander. The six community campaign leaders are as follows: **LaFollette** - Hack Ayers, Honorary Chair; **Oak Ridge** - Bear Stephenson, Honorary Chair; **Knoxville** - To Be Determined; **Nashville** - John Noel and Bob Brandt, Co-Honorary Chairs; **Crossville** - Scot Shanks, Honorary Chair, David Simcox and Gene Holloway, Co-General Chairs; **Chattanooga** - To Be Determined.
- Bill stated that \$117,000 has been raised so far in the Internal Giving phase of the campaign. We have received 100% participation from both the CTC Board and the TTA Board.
- Bill reviewed the grants that are pending and those that have been submitted. We were awarded \$50,000 from a grant submitted to the Benwood Foundation.
- Bill stated that he felt the capital campaign is on schedule. He is not working on any other capital campaigns but ours at this time, but he has co-workers who are working on other campaigns.
- At this time, campaign "kickoffs" are scheduled to begin in April. We could possibly start the Crossville kickoff sooner, as their leadership is already in place. A "kickoff" will consist of a community event to educate the public about the Cumberland Trail - no solicitations will be done at kickoff time. After meeting with the public, we will determine whom to solicit. **The Board should submit any donor lists they may have to Arleen to use when we start public donor solicitation.**
- Sam Powell thanked the Board members for their internal giving support.
- Arleen mentioned that the Cumberland County Playhouse is presenting a play revolving around the historical events along the Cumberland Trail. The play is scheduled to open on May 24th, and is titled "Cumberland Mountain, USA". It is being produced in cooperation with Tennessee State Parks and CTC.
- Bob Fulcher, CTSP Park Ranger, is working on the Cumberland Trail Musical Heritage Project in conjunction with the Millennium Arts on the Trail/National Endowment for the Arts (NEA). The amount of funding from NEA for this project will not be known until the end of February. Tennessee State Parks will assign a seasonal position for this project. Six music concerts will be scheduled along the corridor for summer and fall. We hope to have the first concert on National Trails Day, June 2nd, at the Signal Mountain Opry.

VI. Development

- **Cumberland Mountain Segment** - Construction began on a shelter last fall during the AmeriCorp program. Construction will continue during spring BreakAway.
- **Smoky Mountain Segment** - Rob stated that the entire RTP grant received last year will be needed to complete the Red Ash Creek Bridge. An additional \$38,000 has been approved for the Smoky Mtn. Segment construction due to the cost of the Red Ash Bridge. He also stated that 40-foot and 30-foot truss bridges would be built during BreakAway. Development of the I-75 corridor, to commence during BreakAway, will include fencing, bridges, and a trailhead facility at Cove Lake State Park. The use of the I-75 corridor has been approved.
- **Back Country Outings** - Rob stated that we currently have 10 backcountry outings scheduled to complete finish work on the interior corridor. The backcountry outings will be volunteer led by trained wagonmasters and will consist of team sizes of 8-10 volunteers.

- RTP grants will be submitted this March to develop the Bowater southern tract once acquisition is approved.

VII. CTSP Corridor Acquisition

- Acquisition Funding Status –

\$3.4 million in TEA-21 Fund

\$850,000 TEA-21 Matching Funds Required and not all allocated.

\$650,000 in LWCF for acquisition

\$3.5 million in PPPN capital campaign funds

\$8.4 million in total funding is projected in the next three years

- Rob stated that 43 acquisition projects are going on at this time.
- Phase I of the CMS has been completed, with the exception of the Devil's Racetrack acquisition. We are awaiting the status of a swap/purchase agreement.
- Phase II of the CMS is on hold pending the closing of this former property of J.M. Huber's with the new landowner this spring. The new landowner is fully aware of our needs and will discuss options with us upon closing. Funding is already in place for this purchase.
- On the SMS segment, International Paper has confirmed that the Cumberland Forest is not of "strategic value" and will be turned over to a disposition team. Our original corridor design was based on Champion's management needs. We have indicated our interest in modifying this design and breaking a corridor off of this property for fee simple purchase. TWRA's interest in this large block is unknown at this time, but we will address our interests with them.
- Community meetings have been completed on the Frozen Head segment. The community's efforts have resulted in two landowners donating land for this segment. A new route is being previewed that will eliminate numerous landowners from this project. Terry Bonham stated that we are close to closing on the Frozen Head Bird Mtn. tract.
- Rob will be meeting with the only private landowner on the 4-mile portion of the Obed segment from Daddys Creek to Hebbertsberg Rd. The primary landowner is Catoosa WMA. The feasibility of putting up two bridges across Daddy's Creek to avoid a portion of this landowner ownership was discussed.
- On the Grassy Cove segment, Tennessee Parks and Greenways should close on the Black Mtn. "Crest" in 2001; their option to purchase expires in June. We are working with Southern Pine Plantation towards an option for purchase on the Black Mtn. "Western Slope", encompassing 289 acres. We have obtained approval and partial funding from the Lands Acquisition Fund and will seek approval from the State Building Commission in February. We will open additional discussions with Renegade Resort, owners of the 7,000 plus acres on Hailey Mtn. north of Black Mtn., offering a link to State Hwy. 70 and I-40.
- Gary Grametbauer expressed concerns linking Piney River to Stinging Fork due to private in-holdings where there are hunting leases on some of these private lands. Bowater lands north of Hwy. 30 are on hold until the closure of Bowater Phase I acquisitions south of Hwy. 30.
- Discussions are ongoing with Mr. Kinzalow to connect Laurel Snow to Rock Creek. He currently leases these lands out to hunters to assist with the payment of taxes. Further thought and discussion needs to be given towards a dollar "lease" of Kinzalow's holdings.
- The appraisal is complete on the southern Bowater lands. We are meeting next week with the Conservation Fund to establish a price and submit an offer to Bowater.
- We are in the process of identifying trailhead locations to develop paved parking areas in the southern and northern corridor in order to use the TEA-21 trailhead grant of \$1 million.

VIII. Programs

- Tanya Meachen gave an overview of the fall programs and accomplishments on the CT.
- The Trail Training Workshop is scheduled for Feb. 23-25 at the TN Church of God Camp in Signal Mtn. Forty people have registered at this time, with a projection of 60 in attendance. We will be doing trail building demonstrations on the TN River Gorge segment.

- We have 8 universities confirmed for spring BreakAway, March 5-23; Michigan State, Florida State, Villanova, and Emory Universities, the Universities of Pittsburgh and Vermont, and Iona and West Virginia Wesleyan Colleges. We are still in need of volunteers, especially the first week. Contact Tanya if you are interested in volunteering.
- The Backcountry outings will be volunteer-led this year. We would like to do a total of 12 outings. Leaders, as well as recruiting attendees, are needed. Partnering organizations may be of assistance in co-sponsoring leading a hike, or assist with funding. If you know of a local business that may be interested in assisting with funding, let Tanya know and she will pursue all leads.
- The Landmark Program is new to us this year. It involves high school students who will be here in June. The students will be working in the Nemo area to build trail toward Wartburg for a community connection, as well as assisting with community projects. Local volunteers are needed to assist with this program.
- We are still waiting to hear if we will get an AmeriCorp team for May-June this year.

IX. New Business

- Arleen announced that the second annual CT Auction will be held April 21st at the Chattanooga Choo Choo. Emilie Powell is chairing the Media/Publicity Committee. Alison Bullock is chairing the Solicitation Committee in Chattanooga. Each community has a solicitation team and has been actively collecting merchandise. Proceeds for this year's auction will go toward operating expenses for CTC for development of the CTSP. We are still looking for big-ticket items. We have a goal of 150 attendees this year. Bear Stephenson will once again be our auctioneer!
- The Tennessee Paddle event is scheduled for April 6-8. CTC volunteers will be leading hikes on Friday and Sunday, and will have a booth on Saturday.
- Arleen stated that the East Tennessee Development District is interested in looking at the "old CT Trail" in Oliver Springs for historical purposes. They will be meeting with the community to discuss the feasibility of re-opening this portion of trail based on community interest and support.

The next scheduled meeting of the CTC Executive and Advisory Board is Saturday, July 28, 2001, at Cumberland Mtn. State Park. Please mark your calendars!

The meeting was adjourned at 11:45 a.m.

Submitted by Carolyn Miller, Secretary, CTC Executive Board:



01/23/01

Cumberland Trail Conference
Balance Sheet
 As of December 31, 2000

	Dec 31, '00
ASSETS	
Current Assets	
Checking/Savings	
Checking	7,575.55
Fidelity Endowment Acct	11,209.18
Money Market Transfer Acct.	192,881.42
Total Checking/Savings	211,666.15
Accounts Receivable	
Accounts Receivable	10,869.84
Total Accounts Receivable	10,869.84
Total Current Assets	222,535.99
TOTAL ASSETS	222,535.99
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Payroll Liabilities	2,837.61
Total Other Current Liabilities	2,837.61
Total Current Liabilities	2,837.61
Total Liabilities	2,837.61
Equity	
Opening Bal Equity	34,980.30
Retained Earnings	145,826.50
Net Income	38,891.58
Total Equity	219,698.38
TOTAL LIABILITIES & EQUITY	222,535.99

01/23/01

Cumberland Trail Conference

Profit and Loss

January through December 2000

	Jan - Dec '00
Ordinary Income/Expense	
Income	
Break Away	5,120.00
Capital Campaign Income	
CT Auction 2000	
Auction Proceeds	14,329.65
Donations	3,887.83
Print Sales	860.00
Ticket Sales	2,435.00
Total CT Auction 2000	21,512.48
Poster Sales-Stokes	25.00
Print Sales-Chandler	440.00
Print Sales-Vaden	50.00
Print Sales-Wright	400.00
Total Capital Campaign Income	22,427.48
Contracts	
TDEC	134,599.49
Total Contracts	134,599.49
Donations	
Individual	11,382.00
Lain Memorial	575.00
MLT Event	1,500.00
Organization	1,030.00
Program Outings	150.00
TTA Auction	4,620.31
TTA Chapters	650.00
Total Donations	19,907.31
Grants	127,200.00
Merchandise Sales	157.00
Miscellaneous Income	2.00
Program Outing Fees	
Sierra Club	544.29
Total Program Outing Fees	544.29
Wash Income	600.99
Total Income	310,558.56
Expense	
Bank Service Charges	3.50
Capital Campaign	
Consulting Fee	51,082.52
CT Auction 2000	
Catering	2,146.86
Framing	584.90
Postage	323.45
Printing-Artist Prints	2,819.00
Printing-General	487.58
Supplies	257.27
Total CT Auction 2000	6,619.06
Feasibility Study	
Consulting Fee	4,500.00
Postage	71.39
Printing	79.20
Supplies	14.85
Total Feasibility Study	4,665.44
Legal Services	1,980.88
Marketing	802.17
Parking	4.00
Postage	20.05
Print Sales	238.77

01/23/01

Cumberland Trail Conference
Profit and Loss
 January through December 2000

	Jan - Dec '00
Total Capital Campaign	65,412.89
Dues and Subscriptions	60.00
Event Expense	
CT Auction 2001	22.77
CTC Council Meetings	187.79
Millennium Legacy	1,500.47
SMS Grand Opening	63.77
Trail Training Workshop '00	523.11
Trail Training Workshop '01	200.00
TTA Annual Meeting	15.11
TTA Auction	26.84
Total Event Expense	2,539.86
Grant Reimbursements	8,815.27
Land Acquisition	
Black Mountain	12,129.43
Total Land Acquisition	12,129.43
Marketing	
Brochures	3,105.00
Displays	375.06
Fund Raising Letters	
Postage	791.87
Printing	273.70
Supplies	132.80
Total Fund Raising Letters	1,198.37
Newsletters	
Postage	1,556.06
Printing	1,602.75
Supplies	7.05
Total Newsletters	3,165.86
Slides	20.82
Videos	9.00
Total Marketing	7,874.11
Office	
Equipment	2,615.63
Grant Expenses	116.20
Internet	421.54
Postage and Delivery	959.76
Printing and Reproduction	31.25
Rent	4,800.00
Supplies	
Furniture	113.44
Office	3,056.01
Total Supplies	3,169.45
Telephone	2,675.02
Total Office	14,788.85
Payroll Expenses	
Medical Benefits	9,583.76
Officer Salary	74,044.26
Retirement Benefits	9,408.56
Payroll Expenses - Other	40,140.42
Total Payroll Expenses	133,177.00
Trail Acquisition	
Bowater	
Site Survey	
Equipment	255.61
Maps	1,040.39
Mileage	670.00

01/23/01

Cumberland Trail Conference

Profit and Loss

January through December 2000

	Jan - Dec '00
Photos	22.82
Postage	18.27
Total Site Survey	2,007.09
Total Bowater	2,007.09
Segments	
Cumberland Mtn.	33.34
Frozen Head	135.69
Grassy Cove	3.98
Obed WSR	0.75
Smoky Mtn.	68.68
Total Segments	242.44
Total Trail Acquisition	2,249.53
Trail Development	
Equipment/Tools	995.54
Programs	
Adopt-A-Trail	
Postage	17.90
Total Adopt-A-Trail	17.90
AHS	
Food	574.70
Mileage	252.50
Supplies	7.79
Total AHS	834.99
AmeriCorp	
Food	150.98
Lodging	10.50
Mileage	127.50
Programs	100.00
Supplies	203.23
Total AmeriCorp	592.21
Fall BackCountry	
Mileage	30.00
Total Fall BackCountry	30.00
Fall BreakAway	
Mileage	20.00
Photos	7.28
Total Fall BreakAway	27.28
Program Intern	
Advertising	252.89
Total Program Intern	252.89
RidgeRunners	
Tools/Supplies	67.90
Total RidgeRunners	67.90
Sierra Club	
Food	175.26
Housing	90.00
Mileage	158.00
Total Sierra Club	423.26
Spring BackCountry	
Mileage	65.00
Total Spring BackCountry	65.00
Spring BreakAway	
Adoption Manuals	109.00

01/23/01

Cumberland Trail Conference
Profit and Loss
 January through December 2000

	Jan - Dec '00
Food	874.45
Housing	4,205.00
Mileage	120.00
Postage	32.56
Supplies	448.21
T-Shirts	1,297.50
Total Spring BreakAway	7,086.72
Volunteer Weekend	
Food	84.43
Housing	377.45
Total Volunteer Weekend	461.88
Total Programs	9,860.03
Segments	
Cumberland Mtn.	15,966.72
Grassy Cove	232.17
Obed WSR	4,342.94
Smoky Mtn.	973.94
TN River Gorge	338.51
Total Segments	21,854.28
Total Trail Development	32,709.85
Travel & Ent	
Awards	85.71
Meals	21.04
Seminars	294.94
Travel/Mileage	140.50
Total Travel & Ent	542.19
Uncategorized Expenses	0.00
Wash Expense	600.99
Total Expense	280,903.47
Net Ordinary Income	29,655.09
Other Income/Expense	
Other Income	
Dividends	340.24
Interest Income	8,895.78
Unrealized Gain/(Loss)	0.47
Total Other Income	9,236.49
Net Other Income	9,236.49
Net Income	38,891.58

Cumberland Trail Conference By-Laws (Draft 5, 11/6/00)

Article I: Name and Office

Section 1: Name

The NAME of this organization shall be "Cumberland Trail Conference" or "CTC"

Section 2: Associate Organization

Cumberland Trail Conference is an Associate Organization of Tennessee Trails Association (TTA) and operates under TTA's 501c3 nonprofit status and TTA's Bylaw 10, Associate Organizations.

Section 3: Office

The Executive Board of Directors shall determine the principal office and mailing address. Unless otherwise stated, it shall be Cumberland Trail Conference 19 East 4th St., Crossville, TN 38555

Article II: Mission

To preserve the historical and cultural heritage of Tennessee, conserve natural resources, and provide educational and recreational opportunities through the development and completion of the Cumberland Trail Corridor, and to establish a foundation of support by interconnecting local communities within the trail corridor to acquire, maintain, and promote the Cumberland Trail.

Article III: Membership & Finance

Section 1: Membership

Any individual or organization interested in the mission of CTC may become a member upon written application accompanied by payment of dues, to be determined by the Executive Board, for which application is made. Those who have donated to CTC, at or above the minimum dues level, are also members. Membership in CTC carries with it full membership in TTA.

Section 2: Functions and Responsibilities

The Membership shall provide community representation, program leadership, fundraising, and focus for the CTC in carrying out its mission.

Section 3: Dues

The Executive Board shall set the annual membership dues and categories. The Executive Board may exempt any member from dues.

Section 4: Endowment Fund

A percentage of non-restricted funds, as set by the Executive Board, shall be placed in an Endowment Fund providing for the long-term care of CTC and the CT. Endowment Fund oversight shall be provided by TTA's Finance Committee in accordance with the wishes of the CTC's Executive Board.

Section 5: Meetings

Cumbersome All Executive Board Meetings are open to the General Membership at the time and place as set by the Executive Board. Written notification to Membership shall be made at least 30 days in advance.

Article IV: Executive Board of Directors

Section 1: Composition

Composition of the Executive Board of Directors shall consist of not less than 17 and not more than 25 Directors or such number as shall be fixed by the Executive Board. The Executive Board shall have a Chairman as chosen by a majority vote of the quorum present of the Executive Board. The Executive Board shall consist of equal and best representation from the counties and associated communities of the Cumberland Trail corridor as decided upon by the Executive Board. The Executive Board can consist of Community Representatives, Partnering Organizational Representatives, and Volunteer Management Team Representatives. TTA's current President shall serve as a member of the Executive Board.

Section 2: Functions and Responsibilities

The Executive Board shall provide representation, leadership, strategic planning, fundraising, and focus for the CTC in carrying out its mission. The Executive Board has oversight of CTC Staff and ratification of the Acquisition Board's activities.

Section 3: Executive Committee

The Executive Board may designate an Executive Committee, consisting of five (5) individuals of the Executive Board, who are authorized to act upon the Board's behalf on issues, as defined by the Executive Board, which require prompt action between regularly scheduled Board meetings.

Section 4: Nominating Committee

Candidates for the Executive Board shall be elected from the slate prepared by the Nominating Committee as appointed by the Executive Board's Chairman. The Nominating Committee shall solicit for suggested nominees from the General Membership.

Section 5: Elections and Terms

The Executive Board shall elect new and repeat Executive Board Members from a presented slate prepared by the Nominating Committee. The Executive Board Membership shall be divided into three classes in such a manner so that approximately one-third of the Executive Board Members are elected on an annual basis. Executive Board Members shall serve a 3-year term with an additional 3-year term on renomination. Any member of the Executive Board, who shall have served for two consecutive full terms of three (3) years, shall be ineligible for re-election for a period of one year immediately following the expiration of the second full term. TTA's Board shall approve the Executive Board Members upon election.

Section 6: Vacancies and Removals:

The Executive Board may appoint a person to fill any vacancy on the Executive Board, such to serve until the next Executive Board election, provided that person provides equal community representation. The Executive Board may vote to remove an Executive Board Member if they fail to attend three (3) meetings in a row without reasonable cause. This removal must be approved by a two-thirds (2/3) majority vote of the full membership of the Executive Board. The use of a proxy does not count towards an Executive Board Members attendance.

Section 7: Meetings and Notice

Regular meetings of the Executive Board shall be held according to the schedule determined by the Executive Board, but no less than twice yearly. Notice of Regular Meetings shall be given at least 30 days prior to the meeting. Special Meetings of the Executive Board may be called by the Chair. Notice of Special Meetings shall be given at least 5 days prior to meeting or may be waived by all members of the Executive Board.

Section 8: Quorum and Proxies

At all meetings of the Executive Board, 30% of its membership shall constitute a quorum for the transaction of business. The act of the majority at which there is a quorum shall be the act of the Executive Board. The Chair shall accept proxies, which address specific agenda issues in writing. The Executive Board may act upon written consent on a specific issue, so long as the full membership of the Executive Board agrees to the use of written consent on this issue. Consent may be in writing, by fax, or by e-mail.

Section 9: Compensation

Members of the Executive Board shall receive no compensation for their services and duties as Executive Board Members. Nothing herein shall preclude an Executive Board Member from serving the corporation in any other capacity and receiving compensation for such services.

Article V: Acquisition Board of Directors

Section 1: Composition

Composition of the Acquisition Board of Directors shall consist of not less than 7 and not more than 11 Directors or such number as shall be fixed by the Acquisition Board. The Acquisition Board shall have a Chairman as chosen by a majority vote of the full membership of the Acquisition Board. The Acquisition Board shall consist of equal and best representation from the counties and associated communities of the Cumberland Trail corridor as decided upon by the Executive Board. Acquisition Board members shall be community members of the Cumberland Trail corridor and be in good standing and influence within their community. Acquisition Board members shall have a demonstrated financial commitment to conservation. The Executive Board of Directors shall appoint two members of the Executive Board to serve as members of the Acquisition Board during their terms.

Section 2: Functions and Responsibilities

The Acquisition Board shall provide representation, leadership, and focus for the CTC in carrying out its mission specific to land acquisition issues, including long-term strategic planning and fundraising. The Executive Board shall ratify all Acquisition Board activities.

Section 3: Nominating Committee

Candidates for the Acquisition Board shall be elected from the slate prepared by the Executive Board Nominating Committee.

Section 4: Elections and Terms

The Acquisition Board shall elect new and repeat Acquisition Board Members from a presented slate prepared by the Nominating Committee. Acquisition Board Members shall serve a 3-year term with an additional 3-year term on renomination. Any member of the Acquisition Board, who shall have served for two consecutive full terms of three (3) years, shall be ineligible for re-election for a period of one year immediately following the expiration of the second full term. The Executive Board shall ratify the Board Members upon election.

Section 5: Vacancies and Removals:

The Acquisition Board may appoint a person to fill any vacancy on the Acquisition Board, such to serve until the next Board election, provided that person provides equal community representation. The Acquisition Board, upon approval of the Executive Board, may vote to remove an Acquisition Board Member if they fail to attend three (3) meetings in a row without reasonable cause. This removal must be approved by a two-thirds (2/3) majority vote of the full membership of the Acquisition Board. The use of a proxy does not count towards an Executive Board Members attendance.

Section 6: Meetings and Notice

Regular meetings of the Acquisition Board shall be held according to the schedule determined by the Acquisition Board, but no less than twice yearly. Notice of Regular Meetings shall be given at least 30 days prior to the meeting. Special Meetings of the Acquisition Board may be called by the Chair. Notice of Special Meetings shall be given at least 5 days prior to meeting or may be waived by all members of the Acquisition Board.

Section 7: Quorum and Proxies

At all meetings of the Acquisition Board, 50% of its membership shall constitute a quorum for the transaction of business. The act of the majority at which there is a quorum shall be the act of the Acquisition Board. The Chair shall accept proxies, which address specific agenda issues in writing. The Acquisition Board may act upon written consent on a specific issue, so long as the full membership of the Executive Board agrees to the use of written consent on this issue. Consent may be in writing, by fax, or by e-mail.

Section 8: Compensation

Members of the Acquisition Board shall receive no compensation for their services and duties. Nothing herein shall preclude an Acquisition Board Member from serving the corporation in any other capacity and receiving compensation for such services.

Article VI: Advisory Board of Directors

Section 1: Composition

Composition of the Advisory Board of Directors shall consist of not less than 7 and not more than 13 Directors or such number as shall be fixed by the Executive Board of Directors. The Advisory Board shall consist of Land Managers, Organizational Funders, and Conservation or Recreational Consultants representing the Cumberland Trail corridor and its associated communities. The Advisory Board shall have no Chairman.

Section 2: Functions and Responsibilities

The Advisory Board shall provide representation, leadership, and focus for CTC in carrying out its mission in an advisory role to the Executive Board of Directors. The Advisory Board of Directors is a non-voting Board.

Section 3: Nominating Committee

Candidates for the Advisory Board shall be elected from the slate prepared by the Executive Board of Directors Nominating Committee.

Section 4: Elections and Terms

The Executive Board of Directors shall elect new and repeat Advisory Board Members from a presented slate prepared by the Executive Board's Nominating Committee. Advisory Board Members shall serve a 3-year term with an additional 3-year term on renomination.

Section 5: Vacancies:

The Executive Board of Directors may appoint a person to fill any vacancy on the Advisory Board; such to serve until the next Advisory Board election, provided that person provides equal community representation.

Section 6: Meetings and Notice

The Advisory Board shall attend no fewer than two Executive Board Meetings in a calendar year. Additional attendance is at the discretion of the Executive Board.

Section 7: Compensation

Members of the Board shall receive no compensation for their services and duties. Nothing herein shall preclude an Advisory Board Member from serving the corporation in any other capacity and receiving compensation for such services.

Article VII: Officers for the Executive Board of Directors

Section 1: Type and Number

The Elected Officers of the Executive Board shall be the Chairman and a Vice-Chairman (Chairman Elect), Secretary, and a Treasurer.

Section 2: Election

The majority vote of the quorum present of the Executive Board shall elect the Officers of the Executive Board.

Section 3: Vacancies

The Executive Board may appoint an Executive Board member to fill the remaining term of any Officer vacancy.

Section 4: Duties and Powers

- A) Chairperson shall preside at all meetings of the membership and the Executive Board, may appoint special committees and serve as ex-officio member of all committees. Additionally, the Chairperson shall be an advisor to CTC's staff, participate in strategic long-term planning issues, act as a reference, and represent CTC to communities, organizations, funders, and governmental agencies.
- B) Vice-Chairperson shall exercise the functions of the Chair in his/her absence.
- C) Secretary shall attend all meetings and be responsible for the keeping of the minutes, for issuing all notices, and for maintaining all records except for financial records.
- D) Treasurer shall be the principal representative of the Executive Board and CTC in regard to fund, accounting, and finance, and shall serve as CTC's representative to TTA's Finance Committee.

Section 5: Removal

The removal of Officers of the Executive Board may be approved by a two-thirds (2/3) majority vote of the full membership of the Executive Board.

Article VIII: Officers for the Acquisition Board of Directors

Section 1: Type and Number

The Elected Officers of the Acquisition Board shall be the Chairman and a Vice-Chairman (Chairman Elect), and Secretary.

Section 2: Election

The majority vote of the full membership of the Acquisition Board shall elect the Officers of the Acquisition Board.

Section 3: Vacancies

The Acquisition Board may appoint an Acquisition Board member to fill the remaining term of any Officer vacancy.

Section 4: Duties and Powers

- E) Chairperson shall preside at all meetings of the Acquisition Board, may appoint special committees and serve as ex-officio member of all committees. Additionally, the Chairperson shall be an advisor to CTC's staff concerning land acquisition issues, participate in strategic long-term planning issues, act as a reference, and represent CTC to communities, organizations, funders, and governmental agencies.
- F) Vice-Chairperson shall exercise the functions of the Chair in his/her absence.
- G) Secretary shall attend all meetings and be responsible for the keeping of the minutes, for issuing all notices, and for maintaining all records except for financial records.

Section 5: Removal

The removal of Officers of the Acquisition Board may be approved by a two-thirds (2/3) majority vote of the full membership of the Acquisition Board.

Article IX: Staff

Section 1: Executive Director

CTC shall have an Executive Director to be nominated by a selection committee established by the Executive Board Chairman and hired with the majority vote of the full membership of the Executive Board. It is the responsibility of the Executive Director to carry forward the mission of the organization under the direction and guidance of the Executive Board.

Section 2: Staff

The Executive Board assigns full power and discretion to the Executive Director to hire additional staff or terminate existing staff. The Executive Director shall assign to the staff such duties and responsibilities as in his/her judgement may be in the best interest of the organization.

Section 3: Personnel Committee

The Chair of the Executive Board shall appoint a Personnel Committee to provide open communication between the Executive Board and the Staff and to assist in the resolution of personnel issues.

Section 4: Termination

The Executive Board of CTC may remove the Executive Director upon a two-thirds (2/3) majority vote of the full membership of the Executive Board.

Article X: Committees

Committee may be established by the Chairs of the Executive and Acquisition Boards.

Article XI: Conduct of Meetings

Robert's Rules of Order shall govern conduct of Meetings unless procedure is contrary to procedures outlined by the by-laws, in which case these by-laws shall govern.

Article XII: Amendments

These by-laws may be amended at any meeting of CTC at which a quorum is present by a majority vote of the Executive Board, provided a thirty (30) day notice is provided to all Executive and Acquisition Board Members of suggested changes to the by-laws.

Article XIII: Dissolution

Upon Dissolution, the responsibility for CTC's issues and funds revert to TTA.