

**Tennessee Trails Association
Third Quarter 2003
Board Meeting Minutes
August 2, 2003**

Those present for the Third Quarter Board meeting of the Tennessee Trails Association, held on Saturday, August 2, 2003, at the St. Bernard Academy Building in Nashville, Tennessee, were as follows:

Fount Bertram
Anna Clark
Jim Clark
Charles Jones
Leigh Jones
Brent Morris
Jim Poteet
Doug Ratliff
Richard Savage
Russell Smith
Sandra Spearman
Barry Spearman
Alan Stokes
Rob Weber
Susan Weber
Anne Wesley

1. Welcome

Leigh Jones, president, called the meeting to order with a welcome to Richard Savage, the new chapter chair at Upper Cumberland, and with a round of introductions.

2. Approval of minutes for the Second Quarter

The minutes for Second Quarter were approved.

3. Treasurer's Report

The treasurer distributed a report and attachments which focused on these areas: Audit Report, Audit Recommendations, Audit Adjustments to the Account for 2002, 2nd Quarter Accounts, and the 2004 Budget.

A motion was made to approve the audit. The motion was seconded and the audit was approved. Leigh thanked June Parker and Susan Weber for their work on the audit.

There was some discussion of the 2004 Budget Working Papers which June had prepared. These papers included a membership analysis, notations of other income, and projected expenses. June asked that members e-mail or call if there are any questions regarding the budget. Fount asked that TTA provide \$750.00 (reimbursable) as a deposit for the Southeastern Foot Trails conference. The membership agreed.

4. Membership Director's Report

Anne said that membership was "a little down" and noted that membership is at approximately 942 persons. She explained several reasons for the possible drop and initiated discussion about how TTA might work to increase membership. There was a recommendation

that membership issues be discussed in further detail at the annual meeting. Discussion about two basically inactive chapters (How can we help?) was tabled until the 4th Quarter Board meeting.

5. Associate Organization Reports

CTC: Rob Weber brought forward the financial report ("Balance Sheet Previous Year Comparison" and "Profit and Loss Previous Year Comparison") and the Executive Board Nomination Committee Summary and Motion packet dated July 26, 2003. A motion was made to approve the Executive and Advisory Board Slate of Candidates (Executive Board, Bob Brown, Ray Garrett, and June Parker; Advisory Board, Jeffrey Hunter and Marty Dominy).

Rob also distributed to all TTA Board members a sheet of information about the Gorgeous Gorges of the Eastern Plateau, Phase II (North Chickamauga, Laurel-Snow, Piney River, Stinging Fork) with specific financial information about the Remaining Pathways Campaign Goal, the Phase II Funding Shortfall, and the Phase II Current Board obligation. He also distributed information about the Bowater Phase II Funding Status and the Phase II Overview with a total of 6,500 acres. He further discussed the Targeted Acquisition Program and distributed a detailed spreadsheet. He also included a copy of the motion approved by the CTC Board:

"The Cumberland Trail Conference Executive Board, in order to establish a foundation for Tier 2 and 3 projects as outlined in the March 1999 CTSP Acquisition and Development Plan, authorizes the establishment and study of base infrastructure required for the building of three linear recreational systems, the Oak Ridge Connector, The John Muir Trail, and the Cumberland Trail Extension to the Georgia border and the Georgia Pinhoti system (of the larger Western Appalachian Alternative). This work will include, but is not limited to, the establishment of private/public partnerships, resource building, landownership and corridor studies, and funding requirements within both Tennessee and Georgia. This work to be completed with a timeframe of calendar years 2004-2008 with a further goal of the selection of a specific project (s) for completion form 2009-2019."

Sandra Spearman reported about the success of Big Dig. She said there were 271 volunteers and that there were many good new volunteers. She said that 47 of the volunteers were TTA members and that the total mileage of completed during Big Dig trail was 5 - 6 miles. She reported that this was an exciting program and that all involved learned a lot. She said that the facility will be the same for next year and urged people to begin planning for Big Dig 2004. She said that for 2004 the following timeframe has been established: May 8 - June 2, 2004, with the core period as May 16 - June 26. The work site will be the Rock/Possum/Soddy Systems and one of the goals will be to construct ten miles of the Cumberland Trail.

Sandra also commented about plans for Breakaway 2004 and distributed the Spring Breakaway Budget. She also expressed appreciation to all TTA Chapters for their support through funds and food.

Barry commented that the next Big Dig will be even better and that with additional aggressive advertising they should be able to bring even more people in.

Following this report, Rob made the announcement that he would be stepping down as CTC's Executive Director. He read the following statement and requested that it be recorded in the minutes:

**Resignation Comments
Rob Weber, Executive Director
Cumberland Trail Conference
TTA 3rd Quarter Board Meeting
August 2, 2003**

I wish to announce that I will be stepping down from the Executive Director's position effective December 31, 2003 for both family and personal reasons. This decision is not unexpected, as I have now completed my fourth year of full time commitment to the Cumberland Trail. I began my work on this project in 1993...ten years ago. It has always been my goal to step back from the organization once both the organization and program matured to a certain point. I am now confident that this has been accomplished. This said, I have no current plans to abandon the CT, and as my recommendations will indicate, have concerns regarding a smooth leadership transition, the continued press of our acquisition and development work, and fiscal issues.

Let me say how proud I am of all the efforts of the volunteers, board members, and staff...their energy and enthusiasm have driven a long list of organizational accomplishments since this Board set the framework for the what eventually matured into the Cumberland Trail Conference in 1997. I remind everyone that staff has only been in place since 1999. We have pressed the frontier for the creation of linear recreation and conservation systems and have gained national and regional recognition for this work.

Accomplishments...

We laid down a partnership with the State of Tennessee, National Park Service, the Lyndhurst Foundation, and others that became the foundation/hallmark of the CT program, setting a regional and even national example of how a private/public partnership can function. This work took place from 1997-99...prior to the organization even having staff.

We built an infrastructure of programs and volunteers that has contributed 73,000 hours to creating the Cumberland Trail. BreakAway and the Big Dig, the core of our programs, will continue to grow, to educate, and create the energy that will allow the Cumberland Trail to be completed. We further managed several RTP Grants providing for the construction of both trail corridors and associated facilities such as the Red Ash Creek Bridge, the Bruce Gap Trailhead Parking Facility, and the renovation of the LaFollette Tank Springs Trailhead Parking Facility.

We established a firm goal fee ownership for the Cumberland Trail corridor...no leases, no handshakes...and set down a foundation of federal, state, and private dollars, \$22M in total, to complete the acquisition of the Cumberland Trail. Highlighting these funding sources are two State Building Commission funding packages approved in November of 2001 and April of 2002 for \$7 and \$3M that will protect 110 miles of the corridor within 13 segments of the Cumberland Trail. It is noteworthy that the largest single grant written by the Conference and awarded to the program, the \$3.5M TEA-21 Viewshed Grant, is protecting 60 miles of community viewshed and as a consequence protecting 60 miles of the Cumberland Trail.

Further, in the face of 9/11, the Conference established six community leadership teams that carried the organization to \$1.7M in the Pathways capital campaign and the meeting of all of our organizational obligations. This included the \$1.3M purchase of the Rock/Possum/Soddy Gorges...the project that set the framework for the Cumberland Trail State Park. I have no doubt that we will complete the Pathways task as we undertake the Bowater Phase II acquisitions in Rhea County. Be mindful that these dollars are not reflective of the \$1.4M in general funds secured in the past 5 years just to keep the Conference at its task.

Lastly...we have established an Cumberland Trail Conference organizational board and slowly transferred powers and decision making to this group...a group with a strong volunteer ethic.

This said...I do have concerns about the upcoming administrative transition and the continuance of our organizational goals.

Tennessee Trails Association and Cumberland Trail Conference must...

...stay the course on their support for the completion of the CT. Remember that Tennessee Trails Association was formed on the premise of the Cumberland Trail. TTA laid the framework that became the State Scenic Trails Act...seven trail systems in all.

...stay the course on development programs. Progress within the Rock/Possum/Soddy system is slow due to both the difficulty of task and the relative size of our development infrastructure. We must not shy from continuing to grow our programs. This will take the continued leadership and growth of volunteer and Wagonmaster infrastructure and the continued commitment of this organization.

...stay the course on acquisition programs...the system is working...we have a slow but steady feeding of Cumberland Trail acquisitions into the system and we continue to knock down barriers on the larger landscape acquisitions. This process must continue. 172.5 Miles are now acquired with 131.5 Miles in the hopper.

...and further we must look forward and set the foundations for the future of several major systems...the CT corridor to the Georgia line and beyond to the Georgia Pinhoti (part of the WAA), the Oak Ridge Connector, and our sister State Scenic Trail, The John Muir System as set down in the 1999 CTSP A & D plan.

My work in building the Conference...first as TTA's President in 94-95, then as volunteer, then part-time staff, and finally as Executive Director has been without a doubt the most memorable experience in my short conservation career. I have been challenged daily, both mentally and physically, and I have met and developed some wonderful friendships...friendships that I hope to continue long into the future.

Once again, thanks to each of you for your efforts over the past many years. Building the Cumberland Trail has definitely been a team exercise.

After Rob read his statement and noted that the transition team was already in place, Leigh commented: "We will miss your expertise but we understand." There was further comment about Rob's fine work with CTC and the need to continue to build confidence in CTC.

TRAC: There was no formal report from TRAC; however, there will be an update about TRAC at the next Board meeting.

6. Annual Meeting updates

For the 2003 Annual meeting, rooms have been reserved and the \$500.00 deposit has been made. East Tennessee, Big South Fork, and Cove Lake are hosting this year's annual meeting at the Best Western in Townsend, Tennessee. The dates are Nov. 14-16.

A motion was made to allocate funds from this year's TTA auction to BreakAway. The motion passed.

Additional note about BreakAway: At BreakAway, college students and others spend one to four weeks working on the Cumberland Trail. Funds from the auction will be used for food and housing for the volunteers.

In 2004, the annual meeting will be hosted by the Memphis and Northwest chapters and will be in Pickwick State Park either the last weekend in October or the first weekend in November. Jim Clark from Northwest and Gloria Lenski from Memphis have begun to coordinate plans for the 2004 meeting.

At this year's (2003) meeting, TTA celebrates 35 years as a state-wide organization. Board members discussed possible ways of recognizing and planning for this 35th marker.

7. Name Change Request (from Columbia to Columbia/Franklin chapter)

A request came from the Columbia Chapter to change the name to the Columbia/Franklin chapter. This request was presented in the form on a motion, and the motion passed.

8. Regional Representatives

At the current time, the West Tennessee At-Large Director is Jerry Lenski; the Middle Tennessee At-Large Director is Brent Morris; the position of the East Tennessee At-Large Director is vacant. Brent Morris said that he will be glad to help as needed. Jerry Lenski had asked Jim Clark give a short report about activities in West Tennessee, and Jim talked about the continued interest in forming a TTA chapter in Jackson. Interested persons from the Jackson area have joined on hikes with members from the Memphis and Northwest chapters, and programs have been scheduled.

9. Award Recipients for 2003

A ballot was distributed so Board members could vote for the 2003 award recipients. The results will be announced at the annual meeting.

10. After a short break, the meeting resumed with chapter reports from representatives present and from written reports sent to Leigh Jones.

Clarksville

The Clarksville chapter is "doing real well" with 15-20 persons attending the meeting and interested persons at all the scheduled hikes. This group also enjoyed a cave tour and has adopted part of the North-South trail at Land Between the Lakes.

Columbia/Franklin

Russell Smith reports that this group "slacked off a little in the summer" but now they are back to regularly scheduled hikes. In the fall, there will be an active hiking schedule, including a newcomers' hike. There are usually 8-10 people at the meetings and 10-12 people on the hikes. Rick Lawston has been a trail coordinator.

Highland Rim

This chapter is doing two hikes per month and has approximately 40 members with 28 of those as paid members. Programs have included one from Kevin Van about a hike to Mt. Everest, one from a person who had hiked 300 miles of the AT for one month at 10 miles per day, and one from Ben Clark, the youngest person to summit Mt. Everest.

Memphis

In addition to maintaining scheduled hikes and regular meetings, the Memphis Chapter is also helping form a hiking group in Jackson. Several joint hikes have been scheduled.

Murfreesboro

The Murfreesboro chapter is "doing well" with 20-30 people at the meetings and good programs which have ranged in content from caves to mountain climbers. An effort has also been made to educate the community to TTA and TTA to the community; there was a YMCA program explaining what TTA does. At the July annual picnic, members planned hikes for the rest of the year. This group continues to get new members through calls and contacts.

Nashville

The Nashville has a variety of 10 - 15 hikes per month and interesting, "strong" meetings. Approximately 85 persons attended the picnic in June and there were 60-70 people for a program in July. At a meeting where Bob Brown gave a program, more than 30 persons were present. In

order to increase membership, this group makes two contacts per month, sends reminders, maintains a Web page, and sends e-mail. The 320 members have also formed special interest groups to focus on gear or nature conservancy, etc.

Northwest

After a summer break, Northwest is again holding regular meetings and coordinating hikes. In September, UT Martin professor and historian David Coffey will give a presentation about Ft. Pillow, and then the group will follow-up the next weekend with a hike at this Civil War site. There will be more of the fall schedule in the September and October newsletters.

Upper Cumberland

There is a full schedule of hikes for September.

Plateau

This group has been taking some short hikes and next month there will be a family night hike. "All is well on the Plateau," reported Charlie Jones.

11. Evan Means Grants

Last year \$3,000.00 was awarded in Evan Means grants. The grants support volunteer projects that are compatible with the mission of TTA. The request deadline for 2004 grants is Dec. 31, 2003. The president noted that a letter should be sent during the first part of November to remind grant recipients that there needs to be some sort of update.

12. Committee Reports

The Nominating Committee presented the following slate of officers: Fount Bertram, president; Anne Wesley, vice president; open, secretary; June Parker, treasurer. Other nominations can be made at the annual meeting.

13. Newsletter

A request was made to let all know at the chapter level that there are opportunities to assist in preparing the newsletter. The most urgent need is for someone to step forward to help prepare the February 2004 newsletter. This will be the March 2004 issue. Help is needed because Diane will be away from mid-January until the end of February and she needs someone to do the TTA newsletter in her absence. She is also hoping that someone will be interested in becoming editor, a very important role in TTA. Diane has been the newsletter editor for four years and is ready for someone to take over as the newsletter editor so that she can consider other roles within TTA. Newsletter deadlines are as follows:

November 5 for the December Newsletter

December 5 for the January Newsletter

January 2 for the February Newsletter

14. Old Business

Jim Poteet presented to the Board a "Proposed Revision to the Bylaws of the Tennessee Trails Association and asked that members review this sheet and contact Jim or Leigh with questions. The revision will be voted on at the annual meeting in November.

Fount Bertram reminded everyone that the 2nd Southeast Regional Foot Trails Conference will take place October 17-19, 2003, on the Cumberland Plateau in Monteagle, Tennessee. He said that there would be an outstanding program and that this year's theme is "Connecting People and Places along Southeastern Foot Trails." The weekend will feature

guided hikes, educational sessions, and entertainment that includes a storyteller and a bluegrass band. TTA has been given the concessions and will get to keep all profits, so he's asking for donations and volunteers. There will be a limit of 250 people at the conference, and it should be a fun and educational time for all with perhaps 50 different hiking groups represented. Additional details can be found at the Web site for the American Hiking Society at www.americanhiking.org/alliance/registration.html. Fount said, "This is a great place to learn about trails."

Fount also mentioned National Public Lands Day, the focus on trail work, and the cookout on Sept. 20.

The 3rd Quarter TTA Board Meeting adjourned at 4 p.m.

Respectfully submitted,
Anna Clark
TTA Secretary

June 6, 2003

Secretary of State
Division of Business Services
312 Eighth Avenue North
6th Floor, William R. Snodgrass Tower
Nashville, Tennessee 37243

To Whom It May Concern:

With this letter I am resubmitting our 2003 Annual Report for the Tennessee Trails Association. In the first filing, I had failed to include the complete list of names and addresses, so I sent that sheet in a separate envelope; the two letters got separated and you did not get the information you needed in one packet.

However, I did send a check for \$20.00 as a filing fee. I have enclosed a copy of this check.

In this current packet, I trust that you will find all the information: the form, the copy of the check, the list of names and addresses.

Thank you very much for taking care of this matter. I apologize for not having all the correct information in the first envelope and for causing some confusion.

Sincerely,

Anna Clark
Secretary
Tennessee Trails Association

Anna H. Clark

Anna H. Clark

Anna H. Clark

June 1, 2003

Tennessee Trails Association Secretary

THIS REPORT MUST BE DATED AND SIGNED

ISSUANCE DATE: 11/30/07
CONTROL NUMBER: 004567

State of Tennessee
Department of State
Corporate Affairs
311 East Main Street
Nashville, TN 37203

**2003 Board of Directors
Tennessee Trails Association**

OF REGISTRATION OF ASSUMED
CORPORATE NAME

Elected Officers

President: Leigh Jones (Plateau)
Vice-President: Fount Bertram (Murfreesboro)
Secretary: Anna Clark (Northwest)
Treasurer: Carol Haley (Memphis) through Jan. 2003; June Parker (Nashville)
Membership: Anne Wesley (Nashville)

At-large Directors

West Tennessee: Jerry Lenski (Memphis)
Middle Tennessee: Brent Morris (Murfreesboro)

Ex-officio Members

Past President: Libby Francis (Nashville)
Past President: Jim Poteet (Nashville)

Chapter Chairs and Board Representatives

1. Big South Fork: Bob Jemminger
2. Clarksville: Bill Hamilton
3. Columbia: Russell Smith
4. Cove Lake: Richard Helm
5. Cumberland Gap: Rosemary Register and Barbara Smith
6. East TN: Beverly Neurock (Oak Ridge/Knoxville)
7. Highland Rim: Doug Ratliff (Tulahoma Area)
8. Memphis: Betty Porter
Gloria Norrid Lenski
9. Murfreesboro: Martin McCulloch
11. Nashville: David Furse
12. Northwest: Jim Clark
13. Plateau: Charlie Jones
14. Soddy Daisy: Susan Turner
15. Upper Cumberland: Helen Anglemier

Associate Organization Representatives

Cumberland Trail Conference: Barry and Sandra Spearman
Tennessee Rail-Trail Advisory Council: Jim Deming
Tennessee Conservation Voters: Jim Deming

Newsletter Editor: Diane Manas



Department of State
Corporate Filings
312 Eighth Avenue North
6th Floor, William R. Snodgrass Tower
Nashville, TN 37243

ISSUANCE DATE: 11/28/02
CONTROL NUMBER: 0085667

EXPIRATION OF REGISTRATION OF ASSUMED
CORPORATE NAME

TENNESSEE TRAILS ASSOCIATION, INC.
307 S. MCCOMBS ST.
MARTIN, TN 38237

(File every 5 years)

FILED
KILEY DARNELL
SECRETARY OF STATE

RECEIVED
STATE OF TENNESSEE
03 FEB -4 AM 9:50

Assumed Name: CUMBERLAND TRAIL CONFERENCE

Date of Expiration: FEBRUARY 17, 2003

Pursuant to the provisions of Section 48-14-101(3) of the Tennessee Business Corporation Act or Section 48-54-101(3) of the Tennessee Nonprofit Corporation Act, it has been determined that the registration of the assumed corporate name will expire in three (3) months.

You may renew the assumed name by completing an application for renewal of assumed corporate name within two (2) months preceding the expiration and paying the \$20 renewal filing fee. Failure to file the required document within the two (2) months preceding the expiration of the registration of the assumed corporate name will result in expiration of the assumed name.

APPLICATION FOR RENEWAL OF REGISTRATION OF ASSUMED CORPORATE NAME

Pursuant to the provisions of Section 48-14-101(4) of the Tennessee Business Corporation Act or Section 48-54-101(4) of the Tennessee Nonprofit Corporation Act, the undersigned corporation hereby submits this application for renewal:

1. The true name of the corporation is: Tennessee Trails Association, Inc.
2. The state or country of incorporation is: Tennessee
3. The corporation intends to transact business in Tennessee under an assumed corporate name.
4. The assumed corporate name the corporation proposes to use is: Cumberland Trail Conference

NOTE: The assumed corporate name must meet the requirements of Section 48-14-101 of the Tennessee Business Corporation Act or Section 48-54-101 of the Tennessee Nonprofit Corporation Act.

2-1-03
Signature Date

TTA Secretary
Signer's Capacity

Tennessee Trails Association, Inc.
Name of Corporation

Anna H. Clark
Signature

Anna H. Clark
Name (typed or printed)

Secretary of State
Division of Business Services
312 Eighth Avenue North
6th Floor, William R. Snodgrass Tower
Nashville, Tennessee 37243

DATE: 02/04/03
REQUEST NUMBER: 4718-1192
TELEPHONE CONTACT: (615) 741-2286
FILE DATE/TIME: 02/04/03 0950
EFFECTIVE DATE/TIME:
CONTROL NUMBER: 0085667

TO:
TENNESSEE TRAILS ASSOCIATION INC
307 S MCCOMBS ST
MARTIN, TN 38237

RE:
CUMBERLAND TRAIL CONFERENCE
APPLICATION FOR RENEWAL OF REGISTRATION OF ASSUMED
CORPORATE NAME

THIS WILL ACKNOWLEDGE THE FILING OF THE ATTACHED RENEWAL OF THE RIGHT
TO USE THE ASSUMED CORPORATE NAME FOR THE NEXT FIVE YEAR PERIOD.

THE CORPORATION MAY RENEW THE RIGHT TO USE THIS NAME WITHIN TWO (2)
MONTHS PRECEDING THE EXPIRATION OF SUCH RIGHT, FOR A PERIOD OF FIVE (5)
YEARS, BY FILING AN APPLICATION WITH THE SECRETARY OF STATE.

WHEN CORRESPONDING WITH THIS OFFICE OR SUBMITTING DOCUMENTS FOR
FILING, PLEASE REFER TO THE CORPORATION CONTROL NUMBER GIVEN ABOVE.

FOR: APPLICATION FOR RENEWAL OF REGISTRATION OF ASSUMED ON DATE: 02/04/03
CORPORATE NAME

FROM:
TENNESSEE TRAILS ASSOCIATION
P O BOX 41446

NASHVILLE, TN 37204-0000

RECEIVED: FEES \$20.00 \$0.00
TOTAL PAYMENT RECEIVED: \$20.00

RECEIPT NUMBER: 00003206324
ACCOUNT NUMBER: 00065815



Riley C. Darnell

RILEY C. DARNELL
SECRETARY OF STATE



Department of State
Corporate Filings
312 Eighth Avenue North
6th Floor, William R. Snodgrass Tower
Nashville, TN 37243

ISSUANCE DATE: 11/28/02
CONTROL NUMBER: 0085667

File
Copy

EXPIRATION OF REGISTRATION OF ASSUMED
CORPORATE NAME

TENNESSEE TRAILS ASSOCIATION, INC.
307 S. MCCOMBS ST.
MARTIN, TN 38237

Assumed Name: CUMBERLAND TRAIL CONFERENCE

Date of Expiration: FEBRUARY 17, 2003

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APPLICATION FOR RENEWAL OF REGISTRATION OF ASSUMED CORPORATE NAME

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1. The true name of the corporation is: Tennessee Trails Association, Inc.
2. The state or country of incorporation is: Tennessee
3. The corporation intends to transact business in Tennessee under an assumed corporate name.
4. The assumed corporate name the corporation proposes to use is: Cumberland Trail Conference

NOTE: The assumed corporate name must meet the requirements of Section 48-14-101 of the Tennessee Business Corporation Act or Section 48-54-101 of the Tennessee Nonprofit Corporation Act.

2-1-03
Signature Date

TTA Secretary
Signer's Capacity

Tennessee Trails Association, Inc.
Name of Corporation

Anna H. Clark
Signature

Anna H. Clark
Name (typed or printed)

Tennessee Trails Association
P.O. Box 41446
Nashville, TN 37204

0958

87-228/640
BRANCH 4946


DATE

2-1-03

PAY TO THE
ORDER OF

State of Tennessee
Twenty & no/100

\$ 20.00

DOLLARS  Security Features
Included. Details on back.

UNION PLANTERS BANK

FOR Renewal Fee DBA

Carol Haley

MP

⑆064002280⑆0958 ⑈1122076⑈



UNITED STATES DEPARTMENT OF COMMERCE
Economics and Statistics Administration
U.S. Census Bureau
Washington, DC 20233-0001

*2002 Survey of Business Owners
& Self-Employed Persons*

Please reply to:
U.S. CENSUS BUREAU
1201 EAST TENTH STREET
JEFFERSONVILLE IN 47134-0001

*Filed/Mailed
10-17-03*

FROM THE ASSISTANT DIRECTOR FOR ECONOMIC PROGRAMS
U.S. CENSUS BUREAU

Your 2002 Survey of Business Owners and Self-Employed Persons (SBO) questionnaire (Form SBO-1 or SBO-2) is enclosed.

The 2002 Survey of Business Owners and Self-Employed Persons is part of the Economic Census, which is taken every 5 years and provides the government and businesses with essential data on the economic performance of companies. The information collected in this survey is combined with the employment, payroll, and receipts collected in the 2002 Economic Census or from administrative records. Information about your business is needed to provide reliable data for your industry and geographic area.

Please complete and return your census form within the next 30 days. Title 13, United States Code, **requires your response** to this survey and guarantees that your response is confidential and will be used only for statistical purposes. Applicable provisions of the law are shown on the back of this letter.

Please read all instructions before completing the form and use the enclosed preaddressed envelope to return the survey to the Census Bureau. You may use reasonable estimates if book figures are not readily available.

To help you complete the 2002 Survey of Business Owners and Self-Employed Persons:

- An enclosure with answers to the most frequently asked questions regarding this survey has been provided.
- If you cannot find an answer on the enclosure or on the Internet, our **customer help line** (1-800-233-6132) is available Monday to Friday, 8 a.m. to 8 p.m. Eastern time. Please refer to the 11-digit Identification Number (ID) shown in the upper left corner of the address label on the report form.

For additional information about the 2002 SBO and links to previous survey results, you can access our Internet site at www.census.gov/csd/sbo.

Thank you in advance for your cooperation.

Sincerely,

Thomas L. Mesenbourg
Thomas L. Mesenbourg

Enclosures

NOTE – Be sure to make a copy of the form for your records.

TENNESSEE TRAILS ASSOCIATION, INC.

NASHVILLE, TENNESSEE

FINANCIAL STATEMENTS – CASH BASIS

FOR THE YEAR ENDED DECEMBER 31, 2002

(WITH COMPARATIVE TOTALS FOR 2001)

LANSFORD & STEPHENS
Certified Public Accountants

LANSFORD & STEPHENS
CERTIFIED PUBLIC ACCOUNTANTS

INDEPENDENT AUDITOR'S REPORT

The Board of Directors
Tennessee Trails Association, Inc.

We have audited the accompanying Statement of Assets, Liabilities and Net Assets—Cash Basis of Tennessee Trails Association, Inc. (a Tennessee nonprofit corporate organization) as of December 31, 2002, and the related Statement of Revenue, Expenses, and Net Assets—Cash Basis for the year then ended (with comparative totals for 2001). These financial statements are the responsibility of the Association's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As described in Note 2, these financial statements were prepared on the cash basis of accounting, which is a comprehensive basis of accounting other than generally accepted accounting principles.

In our opinion, the financial statements referred to above present fairly, in all material respects, the assets, liabilities and net assets of Tennessee Trails Association, Inc. as of December 31, 2002, and its revenue, expenses, and net assets for the year then ended, on the basis of accounting described in Note 2.

Lansford & Stephens, CPAs

Crossville, Tennessee
May 30, 2003

TENNESSEE TRAILS ASSOCIATION, INC.

STATEMENT OF ASSETS, LIABILITIES AND NET ASSETS -- CASH BASIS

December 31, 2002
(With Comparative Totals for 2001)

| <u>ASSETS</u> | | <u>2002</u> | <u>2001</u> |
|--|--|----------------|----------------|
| Cash | | 290,795 | 192,841 |
| Investments, at cost | | 20,782 | 11,739 |
| Property and equipment, net | | 4,606 | 4,868 |
| Total Assets | | <u>316,183</u> | <u>209,448</u> |
| <u>LIABILITIES AND NET ASSETS</u> | | | |
| Net Assets | | | |
| Unrestricted | | 71,161 | 45,036 |
| Temporarily restricted | | 233,872 | 154,762 |
| Permanently restricted | | 11,150 | 9,650 |
| Total Net Assets | | <u>316,183</u> | <u>209,448</u> |
| <u>COMMITMENTS AND CONTINGENCIES</u> | | | |
| Total Liabilities and Net Assets | | <u>316,183</u> | <u>209,448</u> |

See Accompanying Notes to Financial Statements

TENNESSEE TRAILS ASSOCIATION, INC.

STATEMENT OF REVENUES, EXPENSES AND NET ASSETS – CASH BASIS

For the Year Ended December 31, 2002
(With Comparative Totals for 2001)

| | 2002 | | | | |
|---------------------------------------|-----------|-----------------|-----------------|-----------|----------|
| | Unrestr. | Temp. Restr. | Perm. Restr. | Total | 2001 |
| Support and Revenue | | | | | |
| Contributions | 330,902 | | | 330,902 | 240,344 |
| State contract income | 213,421 | 41,232 | | 254,653 | 118,587 |
| Grant income | 562,708 | 100,750 | | 663,458 | 213,097 |
| Membership dues | 20,235 | | 1,500 | 21,735 | 17,185 |
| Interest income | 2,065 | | | 2,065 | 7,076 |
| Dividend income | 357 | | | 357 | 458 |
| Other income | 41,710 | | | 41,710 | 52,802 |
| Net assets released from restrictions | | | | | |
| Satisfaction of program restrictions | 62,872 | (62,872) | | | |
| Total support and revenue | 1,234,270 | 79,110 | 1,500 | 1,314,880 | 649,549 |
| Expenses | | | | | |
| Program services | 1,083,793 | | | 1,083,793 | 502,535 |
| Management and general | 30,207 | | | 30,207 | 24,921 |
| Fundraising | 94,145 | | | 94,145 | 151,149 |
| Total Expenses | 1,208,145 | 0 | 0 | 1,208,145 | 678,605 |
| Change in Net Assets | 26,125 | 79,110 | 1,500 | 106,735 | (29,056) |
| Net assets at beginning of year | 45,036 | 154,762 | 9,650 | 209,448 | 238,504 |
| Net assets at end of year | 71,161 | 233,872 | 11,150 | 316,183 | 209,448 |

See Accompanying Notes to Financial Statements

TENNESSEE TRAILS ASSOCIATION, INC.

NOTES TO FINANCIAL STATEMENTS – CASH BASIS

December 31, 2002

Note 1 - Organization and Nature of the Business

Tennessee Trails Association, Inc. (the Association) was organized in August, 1975 as a not-for-profit corporate entity. The Association's purpose is to promote and develop a system of hiking trails in the State of Tennessee, to provide opportunities for the enjoyment of these trails, and to educate membership and the general public as to the wise stewardship of the trails and outdoor areas. The Association consists of 14 local chapters, the State office, and an associate organization, the Cumberland Trail Conference.

Note 2 - Summary of Significant Accounting Policies

A. Basis of Presentation

The accompanying financial statements have been prepared on the cash basis which is a comprehensive basis of accounting other than generally accepted accounting principles. As such, certain revenues are recognized when received rather than when earned and certain expenses are recognized when paid rather than when obligations are incurred.

The Association has adopted the provisions of Statement of Financial Accounting Standards (SFAS) No. 117, "Financial Statements of Not-for-Profit Organizations." SFAS No. 117 establishes standards for external financial reporting by not-for-profit organizations and requires that resources be classified for accounting and reporting purposes into three net asset categories according to externally (donor) imposed restrictions.

Net assets, revenues, expenses, gains and losses are classified based upon the existence or absence of donor-imposed restrictions. Accordingly, the net assets of the Association and changes therein are classified and reported as follows:

Unrestricted net assets – net assets that are not subject to donor-imposed stipulations.

Temporarily restricted net assets – net assets subject to donor-imposed stipulations that may be met either by actions of the Association and/or the passage of time.

Permanently restricted net assets – net assets subject to donor-imposed stipulations that they be maintained permanently by the Association. Generally, the donors of these assets permit the Association to use all or part of the income earned on related investments for general or specific purposes.

B. Nature of Net Assets

The Association reports gifts of cash and other assets as restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions. Donor restricted contributions whose restrictions are met in the same reporting period (\$1,105,499 in 2002) are reported as unrestricted support.

Equipment is recorded at cost or at the fair market value at the date of donation. Depreciation on equipment is calculated using the straight-line method over an estimated five year useful life.

Temporarily restricted net assets are available for the following purposes:

Amounts restricted for donor specified purposes

233,872

TENNESSEE TRAILS ASSOCIATION, INC.

NOTES TO FINANCIAL STATEMENTS – CASH BASIS

December 31, 2002

Note 2 - Summary of Significant Accounting Policies (Continued)

Net assets were released from donor restrictions by incurring expenses, satisfying the restricted purposes or by occurrence of other events specified by donors.

Purpose restrictions accomplished:

| | |
|--|---------------|
| Expenditures made for intended purpose | <u>62,872</u> |
|--|---------------|

Permanently restricted net assets consist of life membership contributions to be held indefinitely, the income from which is expendable to support the Association's ongoing activities.

C. Donated Services/Gifts-In-Kind

The services of volunteer workers are not assigned a value, as no objective basis is available to measure the value of such services. The donations of equipment, the use of facilities and professional services are recorded at fair market value as gifts-in-kind if a measurable basis of the value exists. Donations of securities are recorded at fair market value on date of donation.

D. Income Taxes

The Association qualifies as a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code; accordingly, no provision for income taxes has been made in the financial statements. In addition, the Association is classified by the Internal Revenue Service as other than a private foundation.

E. Management Estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

F. Cash and Cash Equivalents

The Association considers cash, and all highly liquid investments with an original maturity of three months or less including money market funds, to be cash equivalents. The Association maintains cash balances in excess of federally insured limits at various times throughout the year. Management places cash balances in financial institutions that it considers to be financially sound. The money market funds, which totaled \$265,451 as of December 31, 2002, are insured by FDIC for up to \$100,000.

G. Functional Allocation of Expenses

The costs of providing various programs and other activities have been summarized on a functional basis in the statement of activities – cash basis. Accordingly, certain costs have been allocated among the programs and supporting services benefited. Allocation of these costs are consistent with the prior year. See Note 5 for allocation.

H. Comparative Financial Information

The financial statements include certain prior-year summarized comparative information in total, but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with generally accepted accounting principles. Accordingly, such information should be read in conjunction with the Organization's financial statements for the year ended December 31, 2001, from which the summarized information was derived.

TENNESSEE TRAILS ASSOCIATION, INC.

NOTES TO FINANCIAL STATEMENTS – CASH BASIS

December 31, 2002

Note 3 - Investments

The Association records investments at cost. As of December 31, 2002, the Association held the following investments:

| | |
|------------------------------------|---------------|
| Fidelity Asset Manager Mutual Fund | 20,455 |
| Fidelity Core Account | 327 |
| Total Investments at Cost | <u>20,782</u> |

If the investments were stated at fair market value (FMV), as of December 31, 2002 the value of the Association's investments would be as follows:

| | |
|------------------------------------|---------------|
| Fidelity Asset Manager Mutual Fund | 10,718 |
| Fidelity Core Account | 327 |
| Total Investments at FMV | <u>11,045</u> |

Note 4 - Property and Equipment

Property and equipment consist of the following:

| | |
|--------------------------------|----------------|
| Equipment | 7,031 |
| Less: Accumulated depreciation | <u>(2,425)</u> |
| | <u>4,606</u> |

Note 5 - Expenses

During the current year, expenses were incurred as follows:

| | <u>Program Services</u> | <u>Management and General</u> | <u>Fundraising</u> | <u>Total</u> |
|-------------------------------------|-----------------------------|-----------------------------------|--------------------|------------------|
| Grants and allocations | 3,520 | 0 | 0 | 3,520 |
| Salaries and wages | 80,702 | 16,374 | 19,883 | 116,959 |
| Payroll taxes | 7,265 | 1,474 | 1,790 | 10,529 |
| Employee benefits | 14,216 | 2,884 | 3,502 | 20,602 |
| Consulting fees | 0 | 0 | 53,027 | 53,027 |
| Leadership campaign | 0 | 0 | 1,377 | 1,377 |
| Supplies | 3,599 | 731 | 887 | 5,217 |
| Telephone | 2,527 | 513 | 622 | 3,662 |
| Postage and shipping | 10,905 | 161 | 1,326 | 12,392 |
| Equipment and tools | 474 | 0 | 0 | 474 |
| Office rental | 3,312 | 672 | 816 | 4,800 |
| Printing and publications | 7,791 | 2 | 2,074 | 9,867 |
| Conferences, conventions & meetings | 21,965 | 820 | 0 | 22,785 |
| Trail development/acquisition | 894,808 | 0 | 0 | 894,808 |
| Insurance | 0 | 534 | 0 | 534 |
| Licenses and fees | 420 | 16 | 64 | 500 |
| Auto expense | 14,103 | 2,564 | 4,701 | 21,368 |
| Marketing promotion | 1,966 | 0 | 2,925 | 4,891 |
| Accounting fees | 3,056 | 567 | 742 | 4,365 |
| Other miscellaneous expenses | 13,164 | 1,593 | 409 | 15,166 |
| Total Cash Expenses | <u>1,083,793</u> | <u>28,905</u> | <u>94,145</u> | <u>1,206,843</u> |
| Depreciation | 0 | 1,302 | 0 | 1,302 |
| Total Expenses | <u>1,083,793</u> | <u>30,207</u> | <u>94,145</u> | <u>1,208,145</u> |

TENNESSEE TRAILS ASSOCIATION, INC.

NOTES TO FINANCIAL STATEMENTS – CASH BASIS

December 31, 2002

Note 6 - Governmental Financial Assistance

The Association has been awarded governmental grants during the current year as follows:

| | |
|---|----------------|
| Contracts to provide services toward the routing and development of the Cumberland Trail | <u>110,373</u> |
|---|----------------|

The Association also has a contract with the State of Tennessee, Department of Environment and Conservation, for the reimbursement of funds expended by the Association for salaries, transportation, office expenses and for certain administrative items. The initial contract was from July 1, 1999 through June 30, 2000 with a stipulation that the contract may be renewed by the State with an amendment to the original contract. The contract has been renewed each year for one additional year. The current contract period is July 1, 2002 through June 30, 2003. Activity for the two contracts affecting the current year is summarized as follows:

| | <u>Expenditures</u> | <u>Reimbursements</u> |
|--|---------------------|-----------------------|
| State contract covering fiscal period July 1, 2001 to June 30, 2002 (total obligation of \$147,876): | | |
| Period from July 1, 2001 to December 31, 2001 | 71,622 | 72,681 |
| Less: Expenditures incurred in May and June 2001 not reimbursed until July 2001 | | (24,295) |
| Period from January 1, 2002 to June 30, 2002 | 72,332 | 84,041 |
| Reimbursement received in August 2002 for expenditures incurred in June 2002 | | <u>11,527</u> |
| Total expenditures and reimbursements for the grant period July 1, 2001 to June 30, 2002 | <u>143,954</u> | <u>143,954</u> |
| State contract covering fiscal period July 1, 2002 to June 30, 2003 (total obligation of \$153,791 plus unexpended portion remaining on fiscal 2002 contract): | | |
| Period from July 1, 2002 to December 31, 2002 | <u>71,956</u> | <u>60,239</u> |

During the current year, the Association recognized expenditures and reimbursements under the contracts of \$144,288 and \$144,280, respectively. The reimbursement requests for November and December, 2002 of \$12,052 and \$11,193, respectively, were not received as of December 31, 2002.

The State of Tennessee contract is considered to be an exchange transaction.

TENNESSEE TRAILS ASSOCIATION, INC.

NOTES TO FINANCIAL STATEMENTS – CASH BASIS

December 31, 2002

Note 7 - Major Contributor

In addition to the state grants awarded during the current year as described in Note 6, the Association also receives funding from private sources. Three private sources are considered to be major contributors in 2002. The first source made a donation of \$60,000. The second source made a donation of \$250,000 with \$50,000 being paid in 2002 and the remaining to be paid in \$50,000 increments over the next four years. Donations from the above contributors are restricted to the development and matching funds for purchase of the Cumberland Trail. The third source made a donation of \$300,000, with \$50,000 restricted to ongoing operations and \$250,000 restricted to development and matching funds for purchase of the Cumberland Trail. This third source provided a \$100,000 donation in each of the prior three years. The unexpended portion of the donations from the third source pertaining to both the prior year and the current year are as follows:

| | <u>Unexpended Portion of Donation</u> |
|--------------------|---|
| Year 2001 donation | 71,644 |
| Year 2002 donation | <u>50,000</u> |
| Total | <u><u>121,644</u></u> |

The amount of \$121,644 is included within temporarily restricted net assets at December 31, 2002.

Note 8 - Outstanding Pledges

Due to the Association being on the cash basis of accounting outstanding pledges are not recognized as revenue until the donations are received. Outstanding pledges are as follows:

| | |
|-------|-----------------------|
| 2003 | 169,073 |
| 2004 | 104,320 |
| 2005 | 66,000 |
| 2006 | 60,000 |
| 2007 | <u>5,000</u> |
| Total | <u><u>404,393</u></u> |

Note 9 - Commitments and Contingencies

The Association entered into a lease agreement, effective November 15, 1999, for the purpose of renting office space for the associate organization. Under the lease agreement, monthly rental payments are \$400. The lease agreement was automatically renewed for another term of one year through May 15, 2003. Rental expense of \$4,800 for each year is included within office rental expense.

On December 31, 2001 the Association entered into a Self Service Storage Facility Rental Agreement, which automatically renews on a monthly basis. The monthly rental payments are \$65.

During August, 2000, the Association's associate organization, Cumberland Trail Conference, entered into an agreement with a company specializing in fundraising and public relations services. Under this agreement, the company is to provide management services for a fundraising campaign directed at furthering the acquisition and development of the Cumberland Trail located within the State of Tennessee. Current year expenditures made under this agreement totaled \$53,027. These are reflected as consulting fees within the fundraising category.

TENNESSEE TRAILS ASSOCIATION, INC.

NOTES TO FINANCIAL STATEMENTS – CASH BASIS

December 31, 2002

Note 9 - Commitments and Contingencies (Continued)

Under the terms of the consulting agreements, monthly minimum fees ceased in March 2002. There are additional contingent fees due to the Company of \$42,000 if certain contribution benchmarks are reached.

Certain reimbursable expenses for the Company are also provided within the agreement.

The Association entered into an agreement with The Conservation Fund (TCF) for TCF to purchase 5,000 acres of Bowater property in Hamilton County, Tennessee. TCF agreed to purchase the property and to hold it until such time that the Association and the State of Tennessee had the funding available to buy the property. As of December 31, 2002, 4,500 of the 5,000 acres of Bowater property had been purchased by TCF at a cost of \$2,016,000. The remaining 500 acres will be purchased by TCF after all surveys of the land have been completed. This transaction is expected to be complete by June 30, 2003. At the close of the contract in December 2001, the State took immediate possession of Rock Creek Gorge and the Little Soddy/Escarpment Tract, which totals 2,556 of the 5,000 acres. All 4,500 acres have been paid for by either the State or the Association. The Association's matching funds paid to TCF as of December 31, 2002 and 2001 are \$733,437 and \$285,124, respectively; the remaining funds have been paid by the State. These totals also include costs for interest, property management fees, overhead, and transaction fees. During 2003, the Association is obligated to pay TCF \$224,000 for the remaining 500 acres. The Association is also obligated to pay \$75,000 during 2003 for the surveys being performed, at which time the State will take possession of the remaining 2,444 acres of property.

The Association is acting as agent for the State of Tennessee in both of the above land acquisitions.

**Proposed Revision to the
BYLAWS OF
TENNESSEE TRAILS ASSOCIATION**

In Bylaw 6, **Officers-Duties**, in the paragraph captioned **Duties**, delete the phrase:

The treasurer shall chair an investment committee appointed by the Board of Directors to manage the life membership funds and any investment funds from an associate organization. Associate Organization funds will be managed according to the objectives provided by the associate organizations.

Renumber Bylaws 8 through 11 as Bylaws 9 through 12.

Add:

Bylaw 8 Committees.

There shall be a standing investment committee, chaired by the treasurer, to manage the life membership fund and any investment funds from associate organizations. The Board shall appoint at least two other board members to this committee. Each associate organization shall provide the committee objectives for the management of their funds.

There shall be a standing nominations committee, consisting of the two immediate past presidents and one other person, appointed by the president, who is not an elected officer or director-at-large. The most recent past president shall chair this committee. The nominating committee shall be responsible for presenting a slate of candidates for elected officers and directors-at-large to the membership at each annual meeting, and for identifying candidates to fill any interim board vacancies.

The president shall appoint such other committees as deemed necessary from time to time.

Staff Recommendations to CTC Board
Prepared by Rob Weber, Executive Director
Cumberland Trail Conference
07/24/03

Committee Formation: To immediately meet, discuss, and follow-up on the following Executive Director recommendations or Executive Board Directives with the hiring process to begin Sept. 1st, 2003, with placement as early as Jan. 1, 2004

Recommendations:

Executive Director: Arleen Scheller, Interim six-month period January 1, 2004 until June 30th 2004. Board and past Executive Director oversight during this timeframe. Permanent Executive Director, if Board so approves, beginning July 1, 2004.

Advisor to the Executive Director: Rob Weber, Past Executive Director, retained one to two days per month for the six month period January 1, 2004 until June 30th 2004 to advise staff on the acquisition and development process and to provide oversight of fiscal issues.

Acquisition and Development Specialist: New hire. An individual to drive acquisition and development issues. Individual should have prior experience in conservation related land acquisition and the ability to interact in a team/agency setting. Individual should have strong trail/recreational development related skills and communication skills to work closely with the Program Coordinator on development issues. Prior contracting background would be helpful. Individual should be physically capable of performing his/her duties in a rugged backcountry setting.

Program Coordinator: Mark Stanfill to continue in his current role.

Office Manager: Susan Weber, continue current role through June 30, 2004 and completion of '03 Audit. Role beyond this date is to be determined.

Hiring Priority: Acquisition and Development Specialist. Enlist the assistance of our state and national partners (AHS, RTCA) to assist in locating a skilled individual.

Executive Board Nomination Committee Summary & Motion Cumberland Trail Conference Executive Board July 26, 2003

Meeting Date: Held via e-mail on various dates in the month of July 2003.

Participants: Phillip Carr, Carolyn Miller, Sam Powell, David Reister, Arleen Scheller, Rob Weber

Absent: None

Executive Board:

Board Term Expirations on 12/31/02:

Bob Brown

Monty Matney

Tom Thomas (term expires 12/31/04; asked to be replaced due to relocation)

Executive Board Slate of Candidates:

Nominating Committee approved these individuals for 3-yr terms to the Executive Board to expire on 12/31/06:

- Bob Brown, Nashville, CT Founder
- Ray Garrett, Oak Ridge, Ray is active at several levels of the CT Program. He is on the leadership team for the Oak Ridge Pathway's Campaign. He assisted at the Anderson County community level with the International Paper, Smoky Mtn. acquisition. He has participated in both trail and design volunteer work.
- June Parker, Nashville, to replace Carol Haley as CTC's Treasurer. June is currently TTA's Treasurer, CTC's parent organization. Traditionally, CTC has used the same Treasurer for improved organizational flow. June is committed to TTA through June '04.

Advisory Board Slate of Candidates:

Nominating Committee approved these individuals for 3-yr terms to the Advisory Board to expire on 12/31/05:

- Jeffrey Hunter, Chattanooga, American Hiking Society, Regional Director to support the Southern Appalachians Initiative and the Southeast Foot Trail Coalition and its partners. Jeffrey's position is a joint project of AHS and RTCA.

- Marty Dominy, North Georgia, Georgia Pinhoti Trail Association, to advise on the CT extension into North Georgia. Marty is the most knowledgeable person in North Georgia regarding the Georgia and Alabama Pinhoti Trail systems and the geographical routes for the CT in north Georgia. He serves on the boards of the Georgia Pinhoti, Alabama, and Benton MacKaye Trail Associations.

MOTION: To approve the Executive and Advisory Board Slate of Candidates as stated above.

Additional Committee Notes:

- Polly Brooks, Dayton, turned down a community position on the Executive Board citing time constraints. Polly will continue to serve on the Chattanooga Leadership Team.
- Linda Hixon, Chattanooga, Past Executive Director, North Chickamauga Creek Conservancy. The Conservancy is moving to a volunteer infrastructure and Linda will no longer be serving as their Executive Director. Linda is still active and vested in the work of protecting the North Chickamauga Gorge, an integral component of the CT/CTSP. The Committee reviewed and reaffirmed her status on CTC's Executive Board through 12/31/04.

Nominating Committee Tasks, January, 2004 Executive Board

Executive Board Terms Expiring 12/31/03:

Alan Ball
David Brill
Phil Carr
Joni Lovegrove
Betty Petty
Sam Powell
Jim Schroeder
Alan Stokes

Advisory Board Members/Terms are to be reviewed.

Gorgeous Gorges of the Eastern Plateau Phase II

North Chickamauga, Laurel-Snow, Piney River, Stinging Fork

| | |
|--|---------------------|
| Remaining Pathways Campaign Goal | \$ 1,345,000 |
| Phase II Funding Shortfall | 572,700 |
| Phase II Current Board Obligation | 150,000 |

| <u>Campaign Structure</u> | <u>Phase I Giving</u> | <u>Phase II Requests</u> |
|----------------------------------|----------------------------------|-------------------------------------|
| CTC/TTA Board/Staff Giving | \$ 113,609 | \$ 125,000 |
| Pathways Leadership Giving | 364,200 | 200,000 |
| State Foundations | 875,350 | 300,000 |
| National Foundations | 25,000 | 500,000 |
| Corporations | 235,000 | 110,000 |
| Phase I Individual Donors | 42,582 | 100,000 |
| Phase II New Individual Donors | <u>0</u> | <u>300,000</u> |
| TOTALS | \$ 1,655,741 | \$ 1,635,000 |

Timeline

Kick off Phase II September 1, 2003

- **Mailing to Phase I Individual Donors (Sept 2003)**
- **Grants to Phase I Foundation/Corp Donors (Sept 2003– March 2004)**
- **Grants to New Foundation/Corp Donors (Sept – Dec 2003)**
- **Solicit CTC/TTA Board and Membership (Sept – Dec 2003)**

Board Motion

The Cumberland Trail Conference (CTC) Executive Board (Board), having reviewed and approved the current status of the Pathways for People...People for Nature Land Acquisition Campaign (hereinafter referred to as "PPPN", and the proposed Phase II Gorgeous Gorges Campaign (hereinafter referred to as "Phase II"), approves an increase in our Phase II funding commitment from \$150,000 to \$500,000 in order to purchase and protect approximately 6,000 acres in North Chickamauga, Laurel-Snow, Piney River, and Stinging Fork Pocket Wilderness Areas as part of the Cumberland Trail State Park.

Bowater Phase II Funding Status Cumberland Trail State Park

| | |
|-------------------------------------|---------------------|
| Phase II Estimated Cost | \$ 3,384,700.00 |
| Available Funding Fed/State/Private | 2,250,000.00 |
| Project Shortfall | <u>1,134,700.00</u> |
| U.S. Fish & Wildlife Grant | <u>-562,000.00</u> |
| Program Shortfall | \$ 572,700.00 |

.....

Phase II Overview

- North Chickamauga Gorge & Pocket Wilderness (1,500 acres)
- Laurel-Snow Gorge and Pocket Wilderness (2,000 acres)
- Piney River Gorge & Pocket Wilderness (2,500 acres)
- Stinging Fork Gorge & Pocket Wilderness (500 acres)

| Targeted Acquisition Program Cumberland Trail Conference | | | | | | | | | | | | |
|---|--|---------------|------------------------|---------|-----|-----------|--------------|--------------------|-----------------------------|-------------------|-----------------------|-------------------------|
| Segment | Acquisition | County | Owner | Parcel | Map | Acres | Est. Value | Estimated CTC Cost | Board Date of Authorization | Dollars Obligated | Dollars Spent to Date | Project Status |
| CMS | Devil's Racetrack | Campbell | Flatwood Resorts, Inc. | 1 | 100 | 65 | 94,865.00 | 94,865.00 | Appraisal Only 07/28/01 | | | Hold |
| SMS | No Activity | | | | | | | | | | | |
| FHS | No Activity | | | | | | | | | | | |
| OWSRS | Wright Tract, Nemo Bridge | Morgan | H.N. Wright, Oak Ridge | 5.01 | 106 | 1.36 | 4,226.00 | 4,226.00 | | | | Board Review |
| COMS | No Activity | | | | | | | | | | | |
| GCS | Black Mtn., Western Slope | Cumberland | Southern Pine, Inc. | 1 | 153 | 300 | 277,045.00 | 99,875.00 | 11/03/00 | 99,875.00 | 65,000.00 | Complete |
| SFS/PRS | Bowater Phase II North Chickamauga Laurel-Snow Piney River Stinging Fork | Rhea/Hamilton | Bowater Inc. | Various | | 6000 | 3,491,800.00 | 150,000.00 | ? | 150,000.00 | | Letter of Intent |
| LSS | Bowater Phase II See above | | | | | | | | | | | |
| R/P/S | Bowater Phase I Rock, Possum, Soddy Gorges | Hamilton | Bowater Inc. | | | 5,000 | 2,500,000.00 | 1,657,050.00 | 11/03/00 | 1,657,050.00 | 981,125.72 | 348,309.12 Due 07/03 |
| | Fox Tract, Mowbray Rd. | Hamilton | Bobby E. Fox | 17.01 | | 1.56 | 10,000.00 | | | | | Field Review |
| NCC | Bowater Phase II See Above | | | | | | | | | | | |
| TRGS | No Activity | | | | | | | | | | | |
| Totals | | | | | | 11,367.92 | 6,377,936.00 | 2,006,016.00 | | 1,906,925.00 | 1,046,125.72 | 348,309.12 |

Board Motion:

The Cumberland Trail Conference Executive Board, in order to establish a foundation for Tier 2 & 3 projects as outlined in the March 1999 CTSP Acquisition and Development Plan, authorizes the establishment and study of base infrastructure required for the building of three linear recreational systems, the Oak Ridge Connector, The John Muir Trail, and the Cumberland Trail Extension to the Georgia border and the Georgia Pinhoti system (of the larger Western Appalachian Alternative). This work will include, but is not limited to, the establishment of private/public partnerships, resource building, landownership and corridor studies, and funding requirements within both Tennessee and Georgia. This work to be completed within a timeframe of calendar years 2004-2008 with a further goal of the selection of a specific project (s) for completion from 2009-2019.

Committee Report

Cumberland Trail Guidebook

Committee: Alan Ball, David Brill, Bob Brown, Doris Gove, Emilie Powell, Alan Stokes, Arleen Scheller, Rob Weber

The committee met June 29, 2003 to establish a framework for the CT Guidebook (see reverse side of this page). It was suggested that we meet with UT Press and Overmountain Victory Press to seek a publisher and gather additional information. David Brill and Arleen Scheller met with UT Press in July. The meeting with Overmountain Victory Press will be scheduled in August.

UT Press

Met with Scot Danforth and Jennifer Siler. They are very interested in publishing the book. UT Press is a non-profit publisher.

COSTS: UT Press will cover the entire cost of printing, color plates, and will provide final copy editing/proofing. They will also help market the book through their resources. Their royalty rate ranges between 5-12% depending on their cost to produce the book, retail sale price, profit margin. They said it would be helpful if CTC could provide a subsidy for the cost of color plates, but it is not mandatory.

CTC is responsible for the cost of the editor and photographer(s).

TIMELINE: Editorial Review Board (13 members) meets three times a year: January, May, and September. Final manuscript is due two months prior to full Board meeting for review by a smaller committee. The publishing process takes 9-12 months after the Board approves the project.

The first deadline we could potentially meet would be a final manuscript in March 2004 for the May 2004 Editorial Review Board meeting. This is pending discussions with the proposed editor, Russ Manning. Publication date would be March-May, 2005.

Board Motion

The Cumberland Trail Conference Executive Board authorizes the Cumberland Trail Guidebook Committee to proceed with discussions and contracts with potential editors, photographer(s), and publishers within the framework of the grant funds available. If the projected costs exceed the funds currently available for the project, the committee will seek additional Board authorization.

Hiking Guidebook

Cumberland Trail State Park

Format

- **Introductory chapters**
 - Preface, Acknowledgements
 - Historical and geological perspective of the Plateau
 - Cumberland Trail Conference History
 - Cumberland Trail/Cumberland Trail State Park History
 - Code of Ethics for the Hiker
 - Volunteer Opportunities
- **Overview Map**
 - Cumberland Trail/Cumberland Trail State Park
- **Trail Segment Descriptions (14 Chapters)**
 - Lyrical narrative descriptions
 - Detailed hiking description with mileages
 - Trail maps and B&W photos
 - Segment "Key Box"
- **Sidebars**
 - Secondary trails
 - Secondary Cumberland Trail State Park uses
 - Historical and Cultural topics
- **Color Plates of Key Destinations** in Center of Guidebook
- **Book Size and Feel**
 - Water resistant cover, 5.5" x 8"
 - 100 lb. Recycled Paper

Editors/Authors/Photographers

- **Editor:** We will approach Russ Manning of Norris. Russ has several successful hiking and travel guidebooks published and is a Cumberland Trail supporter
- **Authors:** CTC has several published authors amongst its Board and vested CT volunteers who would like to contribute to this guidebook. A published author will develop guidelines for contributing authors for consistency.
- **Photographers:** Suggestions include one or two widely recognized photographers such as Byron Jorjorian, Ken Jenkins, Ed Schell, John Netherton (obtain permission from his widow), and quality photographs from our quality Cumberland Trail volunteer photographers

BreakAway 2003 Program Report

Rock/Soddy/Possum Segments

Cumberland Trail Conference

March 2003

Summary:

Cumberland Trail Conference's 8th Annual BreakAway 2003 targeted the construction of the Rock/Possum/Soddy Segments in Northwest Hamilton County. The program focused on the construction of the Rock Creek Segment and gorge rescue and design within all three segments.

Volunteerism:

Hours: 12,500

Participating Colleges & High Schools: 16 Colleges, 2 High Schools

Student Volunteers: 200

Adult Volunteers: 46

Americorp Volunteers: 8, Team Blue 2

Housing Site:

Dogwood Camp in Soddy-Daisy, TN (Sponsored by Tennessee Trails Association)

New Trail Construction:

Rock Creek Loop, 3.4 Miles

- 3.0 Miles of the Cumberland Trail
- 0.4 Miles to Close the Loop

Leggett Point Overlook Trail (From Loop), 0.25Miles

Leggett Rd. Connector Trail, 1.2 Miles

- Completed project begun Fall, 2002

Cumberland Trail Rock Creek Extension North to Rocky Branch, 0.6 Miles

Total Trail Miles Completed: 5.45 Miles (Rock Creek Segment)

New Bridge Construction

Rock Creek Loop

- 3 Frontcounty Pole Bridges (12', 14', & 12')

Leggett Rd. Connector Trail

- 2 Frontcounty Pole Bridges (8' & 14')

CT Rock Creek Extension

- 2 Backcountry Natural Bridges
 - Boiling Springs, 37 ft, 70% Complete & Flat Branch, 41 ft, 80% Complete

General Construction:

Installed approximately 500 stone steps

Installed a pedestrian gate and associated vehicles barriers at the upper Leggett Rd. trail access

Blazed 4.8 Miles of the trail corridor

Gorge Rescue (Clean-up)

Rock and Little Soddy Creek Gorges

- Removal of approximately 60 tons of trash

Cumberland Trail Conference

Spring BreakAway Budget

March, 2004

Staff:

| | |
|----------------------------|------------|
| Executive Director | 1,975 |
| Program Coordinator | 3,840 |
| Transportation: Staff | 1,200 |
| Transportation: Volunteers | <u>500</u> |

Subtotal Staff 7,515

Trail Development:

| | |
|--|--------------|
| Rock/Possum/Soddy Construction Materials | 2,500 |
| First Aid Kits | 250 |
| Tools & Equipment | <u>3,000</u> |

Subtotal Trail Development 5,750

Lodging and Meals:

| | |
|--|--------------|
| Dogwood Camp | 7,560 |
| (225/Dayx50+10@4.50/Person/Dayx28Days) | |
| Food | <u>1,500</u> |

Subtotal Lodging and Meals 9,060

Marketing:

| | |
|--------------------------|------------|
| BreakAway T-shirts (300) | 2,250 |
| CT Patches | 350 |
| Decals (200) | <u>150</u> |

Subtotal Marketing 2,750

Administrative Expenses:

| | |
|--------|-------------|
| Office | <u>2010</u> |
|--------|-------------|

Subtotal Operating Expenses 2010

| | |
|------------------------------------|---------------|
| Total BreakAway '04 Budget: | 27,075 |
|------------------------------------|---------------|

Description of Program:

BreakAway is a nationally recognized program offering university students an alternative to the beach, allowing them the opportunity to impact their environment, and be exposed to new ideas and activities. CTC's BreakAway program offers students trail building and maintenance instruction, team and leadership skills, ecology and conservation education, plant and tree identification, and a historical perspective of the region. This year's program will be hosted on the Rock, Possum, and Soddy Segments of the Cumberland Trail and include the construction of 35 miles of new trail and associated bridges.

BIG DIG '04
Planning Document
07/16/03

Timeframe:

8 weeks
May 8th through July 2nd 2004
Core period May 16-June 26th
Monday through Sunday

Work Site:

Rock/Possum/Soddy Systems

Goals:

Average Daily Team Size 45-60 Volunteer and Staff
Construct ten miles of the Cumberland Trail

Student Staff:

24 Students
2 Camp Hosts (returning staff or other)
2 Wagonmasters (returning staff)
20 Muleskinners (new or returning)
Training...heavy emphasis on leadership/people skills week 1

CTC Staff (tasks to be assigned)

Participating Organizations (must grow!):

Americorp (?)
AHS Volunteer Vacations
Landmark Volunteers
Elderhostel

Participating Volunteers (must grow!):

Returning & new organizational volunteers
Returning & new individual volunteers
Word of mouth...from above
Daily organizational sponsors
Community participants

Food:

Carol Haley and Team
Community...weeks 1 and 8...coordinate with Barbara Levi or like.

Lodging:

Dogwood Camp...6 weeks only
Soddy Daisy High School...weeks 1 and 8

Transportation:

2 vans and available state vans

Programs:

Mixture of cultural/natural resource based programming, coordinated community events, and seasonal use of facilities.

Marketing:

Community Press, timed correctly

Flyer distribution

Partner Organization Newsletters

TTA/CTC Mailing

Paid National Ads (2) (Backpacker)

Paid Local Ads (3) (Chattanooga Times, Knoxville Sentinel, Nashville Scene)

Funding:

Small Grants

Individual/Organizational/Business Donations (winter fundraiser)

Event (auction or other)

Sponsor a Muleskinner

Budget:

| Expense | '03 (\$) | '04 (\$) |
|-------------------|---------------|----------------|
| Food | 2,301.88 | 2,500.00 |
| Housing | 15,757.50 | 16,000.00 |
| Transportation | 4,895.08 | 5,000.00 |
| Staff | 24,147.30 | 24,000.00 |
| Events | 5,074.60 | 5,000.00 |
| Misc. | 5,214.07 | 5,000.00 |
| Total Exp. | 57,390.51 | 57,500.00 |
| Income | '03 (\$) | '04 (\$) |
| Grants | 6,250.00 (5) | 10,500.00 (8) |
| Sponsorships | 1,500.00 (1) | 5,000.00 (4) |
| Event | 16,995.00 (1) | 20,000.00 (?) |
| Ind/Org Gifts | 9,234.50 (?) | 10,000.00 (?) |
| Sponsor a Student | 0.00 | 12,000.00 (12) |
| Total Income | 33,979.50 | 57,500.00 |
| Income/(Loss) | (23,411.01) | 0.00 |