

Reports by Chapter Chairs

Chapters' reports were circulated prior to meeting and are as follows:

Clarksville – Sandy Janus
No report.

Columbia/Franklin – Jane Coffey for Carolyn Watson
No report.

East Tennessee – Rosemary Marshall
ET chapter is the host for the 2015 TTA Annual Meeting November 13-15 at Tremont Lodge and Resort in Townsend, TN. Hikes will be in the Great Smoky Mountains National Park.

Highland Rim – Naullain Kendrick

The Highland Rim Chapter of Tennessee Trails Association enjoyed a wonderful spring and early summer. In May we hiked to Greeter Falls and Savage Falls. We hiked in Cloudland Canyon and on the Sewanee Perimeter Trail. We camped at Lake Conasauga Recreation Area and hiked and swam in the Cohutta Wilderness. We held a work day at Short Springs State Natural Area. We picnicked, swam and hiked on Joette Carter's mountain on Memorial Day. In June State Naturalist Randy Hedgepath led a Highland Rim Hike to Ranger Falls in Savage Gulf. We paddled the Elk River from below Tims Ford Dam to Farris Creek Bridge. We camped at Elkmont Campground with members of the Murfreesboro and Nashville Chapters and hiked to Andrews Bald, Rocky Top and Brushy Mountain in the Great Smoky Mountains National Park. In July we had a joint paddle with the Murfreesboro Chapter on the Collins River and then we floated the Elk River from Farris Creek Bridge to Shiloh Bridge. We paddled the Tennessee River to Nickajack Cave to observe the bats emerging from the cave at dusk. We met monthly, eating dinner at a local restaurant and hearing programs on Big South Fork National River and Recreation Area, Cohutta Wilderness and the Pacific Crest Trail. We are looking forward to our trip in August to camp at Hiwassee/Ocoee State Park, raft the Ocoee River, paddle the Hiwassee River and hike the Benton MacKaye Trail along the Hiwassee River. In September we will camp at Chickasaw State Park and paddle the Ghost River.

Jackson – Vicky Moeller, Absent
No report

Memphis – Charlie Bright
No report

Murfreesboro – Edie McFarlin for Sara Pollard

Chapter treasurer Ann Jacobs represented our chapter at the May TTA Board Meeting because the chapter chair was out of town and unable to attend. Our hike planning meeting went well in May and hikes and backpacking trips were planned for the fall. We also have a series of "Adventure Trips" planned just to explore some unique areas around Middle Tennessee. For National Trails Day, we did trail maintenance at Barfield Park. We had an "Adventure Trip" in June to the Farmer's Market and Bicentennial Mall in Nashville and July we went to the Short Mountain Distillery in Woodbury. We had our annual family picnic in June and grilled hamburgers and hot dogs at a Barfield Park pavilion. We also offered a Wednesday short hike and dinner at Henry Horton State Park in July. We had our third annual Smokies camping/hiking trip with the Highland Rim chapter in June. Also our chapter had an August Fiery Gizzard backpacking trip. A July float on the Collins River in McMinnville had over twenty participants from three chapters and several guests who saw our event on the TTA calendar. Monthly chapter meetings continue to be well attended – with an average of twenty participants. Hike leaders are encouraged to send in hike reports to our Blogmaster Craig McBride, and the chapter blog stays up to date on upcoming events and hikes we've done.

Nashville – Doug Burroughs, Absent

Membership numbers remain stable. Eight day hikes were scheduled this quarter: Short Springs, Short Mountain, Polly Branch Falls, Beaman Park, Black Mountain, Buggytop Cave & Franklin State Forest, Grundy Lakes / Grundy Forest, and Couchville Cedar Glade. One overnight at Charit Creek Lodge in Big South Fork, with a hike on the Twin Arches loop, was also scheduled. Nashville Chapter members also coordinated local participation in the weekend Trails & Trilliums event in Monteagle. We also had two program meetings at the REI in Brentwood and our annual picnic and night hike at Warner Park. In April, Randy Hedgepath, State Naturalist, presented information about the two newest state parks: Seven Islands State Birding Park near

Plateau Chapter – Cheryl Heckler

Our membership has been holding steady at 57. We hike every Wednesday and two Saturdays per month with hikes on the Cumberland Trail, Big South Fork, Smoky Mountains, Virgin Falls Pocket Wilderness and Obed Wild & Scenic River. In May we did a combined hike with Soddy-Daisy Chapter. In June we did a short night hike to see the glow worms in Hazzard Cave lead by Pickett State Park ranger. We enjoyed a potluck in May with a hike on the newly built Soldier Field trail and we did not have a chapter meeting in June and July. We registered a National Trails Day event offering a choice of two Cumberland Trail hikes: Piney River or Soak Creek. There were 15 hikers on the Piney River trail and 7 hikers on the Soak Creek trail.

Soddy Daisy – Ed & Donna Pyers

Chapter membership at 30. During the third quarter the chapter conducted over 20 hikes (Sat&Tues). This chapter hikes rain or shine. Our second annual BBQ will be held on Aug 20th. Members are allowed to bring one guest. Chapter 3rd quarter meeting will be held on Aug 4th.

Sumner Trails – Sally Ticaric & Bob Crouch

No report.

Upper Cumberland – Louise Miniard, Absent

No report.

Reports by Associate Organizations**Cumberland Trail Conference – Rob Weber for Frank Jamison**

CTC's application for a separate 501c3 was submitted to the IRS in July. It may be processed as soon as September 2015 or as long as January 2016. Ideally CTC's executive and advisory team would like to receive the IRS' 501c3 approval paperwork asap.

TTA's board of directors voted in support of the CTC "spin-off" (several board meetings back) and CTC has complied by following all of the proper protocols, Carolyn Miller will draft a letter to the membership which will appear in TTA's September, October and or November newsletters. TTA's membership will vote yea or nay during TTA's November 2015 Annual Meeting.

Tennessee State Park offered a Memorandum of Understanding (MOU) to TTA dba as CTC for one year of trail building. <attached>

Motion Levonn Hubbard moved that TTA approve the MOU as received. Seconded by Naullain. Motion carried unanimously.

Big Dig is coming back! <attached> This is a "Breakaway" type trail building experience. In addition to the trail building and a need for many volunteers, Big Dig will have accommodations at Eden Ridge Camp which is very close to the trailhead where the trail building will take place (Daddy's Creek) and meals are included. Big Dig will take place Thursday through Sunday each week beginning September 17 and ending on October 25, 2015. A flyer was circulated by email to TTA's chapter officers by Mitch Wolfe who is the Big Dig's Program Coordinator; he can be reached at 615-481-4946 and mitchwolfe.ctc@gmail.com. Please promote this event to your chapter members during your upcoming meetings. Food donation solicitations will occur in August some time. Discussion whether there is an age restriction on volunteers. Generally, anyone younger than 16 should come with a guardian. More often than not anyone under 16 has come with a group (such as boy scouts) and they have always had chaperones as their guardians.

Tennessee Rails-Trail Advisory Council – Bob Richards

No report.

Nominating Committee Reports – Carolyn Miller

The following leadership positions are available for 2016: President, Vice President and Middle TN Regional Representative. Therefore, a slate of officers has not been completed. Chapter Officers were asked to look within their chapters and report prospective candidates to any one of the nominating committee members (Sara Pollard, Don Dresser, Carolyn Miller). The current Treasurer, Membership Director and Secretary will continue through 2016.

Awards Committee Members

Libby Francis, Doug Burroughs and Cheryl Heckler were commended on their efforts in identifying nominations for the following:

Bill Stutz Award – Joan Hartvigsen

The award is to be presented to a TTA member who is an active hiker for his or her individual contribution to the Association or one its chapters, in honor of the late Bill Stutz, past TTA member and beloved hiker.

The Highland Rim chapter of the Tennessee Trails Association would like to nominate our Hikes and Program Coordinator, Joan Hartvigsen for the Bill Stutz award. This award recognizes a TTA member for his or her outstanding individual contributions to the TTA or to one of its chapters. This describes Joan perfectly as our chapter simply would not function as well as it does without the contributions of Joan Hartvigsen. Since joining the TTA and this chapter, Joan has been an active participant in all chapter activities and in many activities at the state level of TTA. As the Hikes and Program Coordinator and newsletter contact, Joan spends many tireless hours lining up speakers and programs, coordinating hikes and paddles, and sending countless emails back and forth. It is amazing how well she keeps everything up to date and everybody well informed. We all benefit greatly from her volunteer efforts and contributions. She never fails to come through with great activities and interesting programs. Her leadership and contributions to this chapter are valuable beyond measure. We feel these attributes are worthy of recognition and would therefore like to recommend Joan Hartvigsen for this distinguished award.

Tennessee Trails Award - Charles Klabunde, posthumously

This award is presented for outstanding contributions to the Association or for the furtherance of trails and natural resource programs and opportunities within Tennessee.

An avid hiker and conservationist, Charles Klabunde was very active with Smoky Mountains Hiking Club, Southern Appalachian Highlands Conservancy, and Tennessee Citizens for Wilderness Planning - serving on their boards, editing and publishing their newsletters. He was a frugal man he tread lightly on the land and with careful planning managed to establish an estate that has now been donated to several hiking and conservation organizations, including TTA and CTC. Several of the long term members of TTA were fortunate enough to have known Charlie and to have hiked with him and served with him. His legacy supports the spirit of the Tennessee Trails Award and meets the requirement of furtherance of trails and natural resource programs and opportunities within Tennessee.

Bob Brown Lifetime Achievement Award – Jim Poteet

The Board of Directors of the Association established this award to honor the extraordinary lifetime leadership and personal contributions of Bob Brown to hiking and conservation in the State of Tennessee. The Board may give a Bob Brown Award from time to time to others for lifetime leadership and contributions that it finds equally extraordinary.

We would like to submit to the Tennessee Trails Association Board the nomination of Jim Poteet for the Bob Brown Award. Jim has been a member of Tennessee Trails since 1971 and a lifetime member since 1991. He was Chapter Chair of the Nashville Chapter in 1994-1996, statewide TTA Vice President for 2 years and TTA President from 1998-2000. During his tenure as State President The Cumberland Trail Conference was formed and his role was to change the bylaws to reflect the organization and to incorporate it into the TTA organization. Jim has been the Tennessee Trails Webmaster since 1992 and he still continues in this role. He was instrumental in setting up the database used by the Membership Chair and for newsletter distribution. He played a vital role in the annual meetings in 1990 at Montgomery Bell State Park, Cedars of Lebanon in 1993, and the 2002 Fall Creek Falls meeting. During his statewide presidency, he helped establish the Cove Lake Chapter and the Northwest Chapter. Jim has been the recipient of the Bill Stutz award in 1999, the TTA award in 2003 and the much-disputed Golden Squirrel Award with Bob Brandt in 2000. They both blame each other for all the tromping back and forth at Bridal Veil Falls at Sewanee. Jim has truly given a lifetime of service to Tennessee Trails Association. Jim feels his greatest accomplishments and lasting achievements are being involved in the establishment in CTC and in TTA becoming a serious organization involved in trail maintenance, trail building, and conservation, not just a hiking club.

Thank you Jim for your service.

Respectfully submitted, Libby Francis & Diane Manas

Motion by Nuallain Kendrick to accept the nominations; seconded by Levonn Hubbard. Motion carried unanimously.

2015 Annual Meeting Update – Rosemary Marshall

The meeting will be at the Tremont Lodge and Resort in Townsend, TN November 13, 14 and 15. A listing of hikes and a registration form appeared in August newsletter. An auction packet prepared by Garnett Rush (auction chair) was circulated to each chapter officer for aiding in soliciting silent and or live auction items from their local merchants. Libby Francis will be assisting Garnett during the auction. This very same packet

can be obtained through TTA's website under the Auction tab. Carolyn Miller is chairing the Programming Committee and will be inviting the superintendent of GSMNP to present a speech. Sometime in August or September Rosemary will circulate a listing of hikes needing a hike leader.

National Trails Day – Bob Richards

Bob presented a summary report of the 2015 NTD activities. **<attached>** American Hiking Society (with Michelob Ultra as a sponsor) are teaming up to create Superior Trails by funding two \$25,000 grants to build and protect hiking trails. Priority consideration will go to organizations that have hikers as the primary constituency, secure trail lands (including land acquisition), projects that result in substantial ease of access, and projects that promote volunteer stewardship. Applications will be accepted until Tuesday, August 11, 2015. On September 1, 2015 ten finalists will be chosen and highlighted on Michelob Ultra's website where the public can vote on their favorite project. November 2015, two winners will be announced, January 2016, two winners will be awarded \$25,000 each!

New Business

Charlie Klabunde Estate – Carolyn Miller

TTA received a \$54,000 unrestricted donation. Discussed allocating monies to the several bridges yet to be erected on the CT (i.e., "lifetime bridges"). Also discussed allocating monies to create a new TTA website. Need to locate a person to do this and pay for services. Additional discussions to be continued.

Website Committee Formation and Needs – Carolyn Miller

Discussed a makeover for TTA's website with the addition of it being readable on mobile devices. Most sites are using wordpress/sitemason. Tim Townley volunteered to chair a new Website Committee; members are Doug Burroughs, Jim Poteet, Bob Richards. Tim will email the membership along with inserting a blurb in an upcoming newsletter to see if anyone in our membership already does this, would like to dig in and also get paid (and possibly reach out to local universities to see if a student would like to be involved, and get paid). Tim will seek out proposal for costs as well as design and present at November's board meeting.

Motion by Nuallain Kendrick to approve committee and members; seconded by Levonn Hubbard. Motion carried unanimously.

Recreation Trails Program (RTP) – Bob Richards

Bob introduced a new RTP grant for instructional training and certification of individuals for trail design, proper techniques of trail construction, trail maintenance and trail crew leader. **<attached>** The grant would cover training for several people to obtain a Trail Master Certification Course (TMCC) and or Mechanized Trail Building (MTBC). Attendees would pay a fee to attend, and after about 16 people the income essentially covers expenses for the training leader's cost and a couple of other payments of receipts for food along with some administrative time dealing with doing the grant request for reimbursement. A grant administration fee is included in the budget for both types of trainings. If CTC elects to be the grantee, CTC would be the fiscal agent collecting the registration fees, receiving and paying the training leader's invoice (Mike Riter has worked both nationally and internationally and has designed, constructed, maintained over 1,000 miles of trails; for 20 years he has owned Trail Design Specialists).

Motion by Levonn Hubbard that TTA authorizes CTC's executive board to move forward with pursuing this grant; seconded by Bruce Whitehead. Motion carried unanimously.

Dates for future TTA Meetings

General Membership Meeting: Saturday, November 14, 2015 Townsend

Board Meeting: Sunday, November 15, 2015 Townsend

Meeting adjourned 2:54 p.m. (CT)

Respectfully Submitted,
Diane Manas
Secretary, Tennessee Trails Association

7/28/2015

TTA Income & Expense Summary - Last quarter

4/1/2015 through 6/30/2015

Page 1

Category Description	4/1/2015- 4/30/2015	5/1/2015- 5/31/2015	6/1/2015- 6/30/2015	OVERALL TOTAL
INCOME				
Donations	0.00	100.00	0.00	100.00
Memberships	-165.00	1,967.21	285.21	2,087.42
Merchandise Sales	0.00	13.00	0.00	13.00
Website fees	23.76	21.63	37.49	82.88
TOTAL INCOME	-141.24	2,101.84	322.70	2,283.30
EXPENSES				
CTC Spin-Off Expenses	0.00	282.97	0.00	282.97
Newsletter Stipend	300.00	0.00	0.00	300.00
Postage and Delivery	578.13	6.73	0.00	584.86
Printing and Reproduction	0.00	360.00	680.00	1,040.00
TOTAL EXPENSES	878.13	649.70	680.00	2,207.83
OVERALL TOTAL	-1,019.37	1,452.14	-357.30	75.47

Tennessee Trails Association

Net Worth

As Of June 30, 2015

Assets:

Cash and Bank Accounts:

Regions Checking
Regions Money Market
CDxxxxxx3362
CDxxxxxx3612

Total Assets

Liabilities:

Net Worth

36,446.50
111,190.52 — 100% in ST work (mothers' foundation)
9,062.02 *
10,398.46 **
167,097.50

* Matures 9/6/15

** Matures 11/12/15

50K
Pet Burntson will pay 1 year of time Daddy's Creek
the to be discussed of time
the remainder of time to use
dedicated to LTC
for work (mothers' foundation)
100% in ST work
Trail Bldg
500
help



TTA Membership Report

3rd Quarter 2015

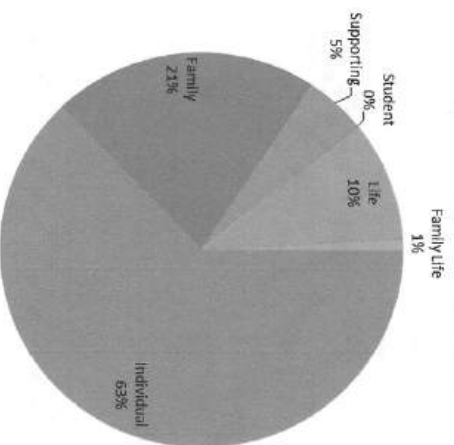
Tim Townley – Membership Dir.

TTA Membership Report – Q3 2015

Date	Total	Individual	Family	Boyscout	School	Life	Family Life
Jan-12	134	130	221	61	2	53	4
Feb-12	134	130	235	58	2	52	4
Mar-12	132	122	224	56	2	52	4
Apr-12	132	122	224	56	2	52	4
May-12	132	122	224	56	2	52	4
Jun-12	132	122	224	56	2	52	4
Jul-12	132	122	224	56	2	52	4
Aug-12	132	122	224	56	2	52	4
Sep-12	132	122	224	56	2	52	4
Oct-12	132	122	224	56	2	52	4
Nov-12	132	122	224	56	2	52	4
Dec-12	132	122	224	56	2	52	4
Jan-13	132	122	224	56	2	52	4
Feb-13	132	122	224	56	2	52	4
Mar-13	132	122	224	56	2	52	4
Apr-13	132	122	224	56	2	52	4
May-13	132	122	224	56	2	52	4
Jun-13	132	122	224	56	2	52	4
Jul-13	132	122	224	56	2	52	4
Aug-13	132	122	224	56	2	52	4
Sep-13	132	122	224	56	2	52	4
Oct-13	132	122	224	56	2	52	4
Nov-13	132	122	224	56	2	52	4
Dec-13	132	122	224	56	2	52	4
Jan-14	132	122	224	56	2	52	4
Feb-14	132	122	224	56	2	52	4
Mar-14	132	122	224	56	2	52	4
Apr-14	132	122	224	56	2	52	4
May-14	132	122	224	56	2	52	4
Jun-14	132	122	224	56	2	52	4
Jul-14	132	122	224	56	2	52	4
Aug-14	132	122	224	56	2	52	4
Sep-14	132	122	224	56	2	52	4
Oct-14	132	122	224	56	2	52	4
Nov-14	132	122	224	56	2	52	4
Dec-14	132	122	224	56	2	52	4
Jan-15	132	122	224	56	2	52	4
Feb-15	132	122	224	56	2	52	4
Mar-15	132	122	224	56	2	52	4
Apr-15	132	122	224	56	2	52	4
May-15	132	122	224	56	2	52	4
Jun-15	132	122	224	56	2	52	4
Jul-15	132	122	224	56	2	52	4
Aug-15	132	122	224	56	2	52	4
Sep-15	132	122	224	56	2	52	4
Oct-15	132	122	224	56	2	52	4
Nov-15	132	122	224	56	2	52	4
Dec-15	132	122	224	56	2	52	4

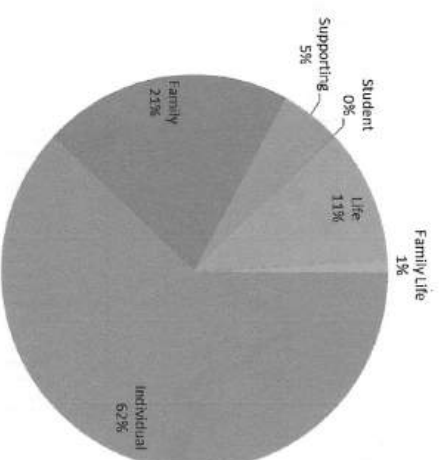
TTA Membership Report – Q3 2015

TTA Membership July 2014

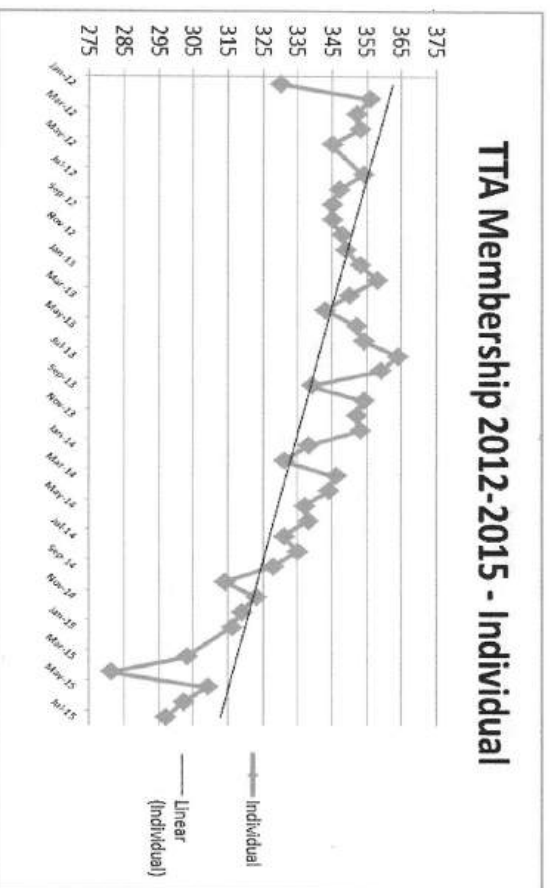


TTA Membership Report – Q3 2015

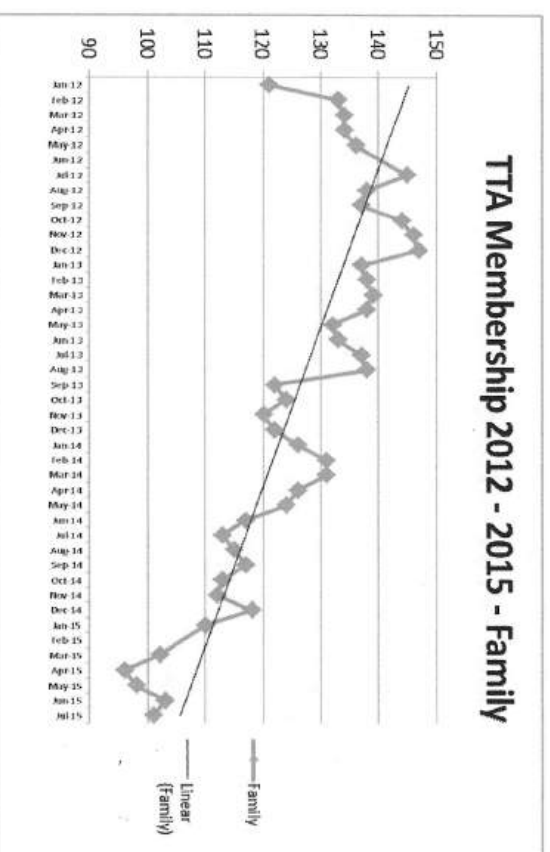
TTA Membership July 2015



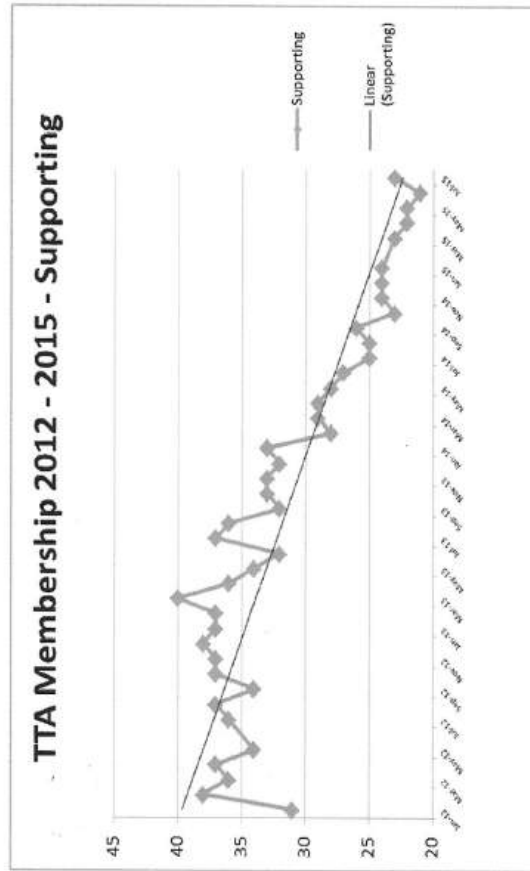
TTA Membership Report – Q3 2015



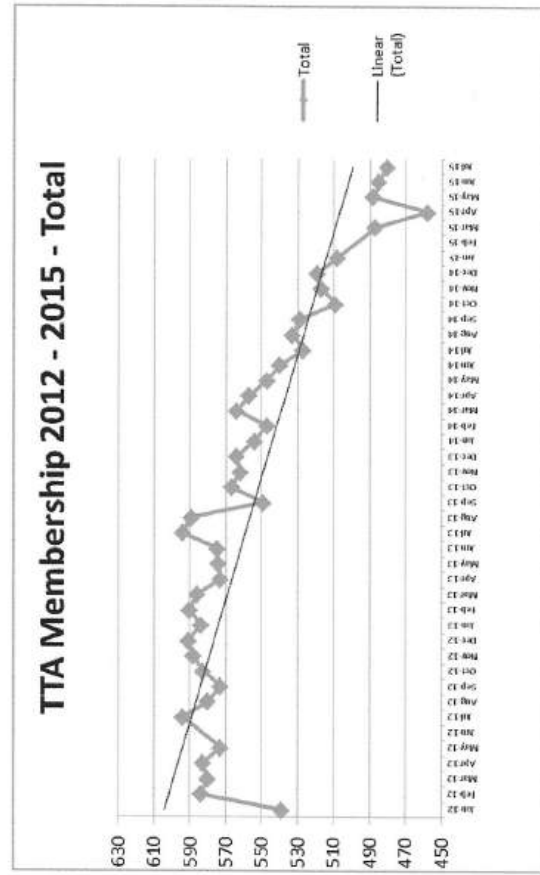
TTA Membership Report – Q3 2015



TTA Membership Report – Q3 2015



TTA Membership Report – Q3 2015



andZ Manas

From: Carolyn Miller <cardan@frontiernet.net>
Sent: Friday, July 31, 2015 5:24 AM
To: Hartvigsen Joan; Richards Bob; Watson Carolyn; Pyers Donna and Ed; Janus Sandy; Manas Diane; Swisher II Graydon; Burroughs' William; Whitehead Bruce and Gena; Dresser Donald; Partington LouAnn; Heckler Cheryl; Hubbard Levonn; Marshall Rosemary; Miller Carolyn; Memphis Chapter; Kendrick Naullain; moeller vicky; Woods Kathy; Tange-duPre Kathy; Crouch Bob; Ticaric Sally; Burroughs Doug; East Tennessee Regional Rep; Townley Tim; Chapter Columbia/Franklin; Chapter Murfreesboro; Chapter Jackson; Chapter East Tennessee; Chapter Upper Cumberland; Chapter Sumner; Chapter Soddy Daisy; Pollard Sara
Cc: Weber Robert
Subject: Fw: CTC MOU
Attachments: TSP CTC MOU for Trail Contruction. revised.docx

Dear TTA board members,

Tennessee State Park has offered a MOU to TTA dba CTC for a year of trail building.

This is very similar to the contract for Breakaway 2015 that was approved by the TTA board last August.

TTA dba CTC is now offered a year long contract for trail building.

I plan to sign as TTA president.

As the board meeting is tomorrow, I thought you might want to see a copy of the agreement prior to the meeting.

I do not expect much discussion since we have already discussed a similar document.

With my regards,
Carolyn Miller

Motion to approve
Levonne
2nd by Nudlam

**Memorandum of Understanding
Between**

**Tennessee State Parks, Tennessee Department of Environment and Conservation
And
Tennessee Trails Association, Inc. d/b/a the Cumberland Trail Conference**

This Memorandum of Understanding ("MOU") is entered into by and between Tennessee State Parks, a division of the Tennessee Department of Environment and Conservation ("TDEC") and the Tennessee Trails Association, Inc., a Tennessee nonprofit corporation, acting as the Cumberland Trail Conference ("CTC"), regarding volunteer activities in the Justin P. Wilson Cumberland Trail State Park and the Cumberland Trail State Scenic Trail (collectively the "Park").

Article I – Scope of MOU

The purpose of this MOU is to establish certain understandings regarding permission granted by TDEC to CTC to participate in trail construction for designated sections of the Cumberland Trail as assigned by the Park Manager, or authorized designee.

Article II – Project Specific Terms and Conditions

TDEC and CTC agree to the following conditions and requirements, enabling safe, consistent, and adequate trail construction.

- 1) **Volunteer Registration** – All volunteers shall complete a Tennessee State Parks Volunteer Registration form and Release of Liability form. Forms will be collected by CTC prior to commencement of any volunteer activity in the Park, copies retained for CTC records, and the originals mailed or personally delivered to the following address:

Cumberland Trail State Park
220 Park Road
Canbyville, TN 37714

2) Volunteer Project Planning –

- a. The CTC trail construction plan, including all revisions, shall be approved by the Park Trail Coordinator, or authorized designee, prior to commencing volunteer activities in the Park. Trail design shall be determined and flagged by a Park representative.
- b. Development of the CTC trail construction plan shall be coordinated between the Park Trail Coordinator, or authorized designee, and the CTC coordinator or designee. Contact numbers for the coordinators/designees and trail construction work plans shall be exchanged at least one week prior to commencement of work on the designated section of

the Cumberland Trail. Later additions or revisions should be exchanged as soon as possible between the parties.

- c. CTC agrees to comply with trail construction standards as specified by the Park Trail Coordinator or Park designee. The specific trail construction standards may vary based on site conditions. The Park Trail Coordinator, or authorized designee, will provide specific trail construction standards to the CTC coordinator or designee as part of the development of the trail construction plan.

- d. TDEC reserves the right to decline contributions of any property, equipment, or volunteer service for any reason.

3) Safety –

- a. Trail construction crew leaders shall complete training with Park staff, or authorized designee, regarding park rules, safety, and construction plans. Park staff shall maintain a list of people that have successfully completed trail construction crew leader training.

- b. CTC shall assign a safety leader (which may also be the trail construction crew leader) to each trail construction team. The safety leader shall complete training with Park staff, or authorized designee regarding park safety requirements. Park staff shall maintain a list of people that have successfully completed safety leader training. Successful completion of trail construction crew leader training shall also count as successful completion of safety leader training.

- c. The safety leader shall know and comply with Park emergency response protocols. The safety leader shall monitor safety practices throughout the day and enforce Park safety standards. The safety leader shall immediately stop unsafe crew behaviors. All volunteers are expected to share in the responsibility for their own safety and the safety of the group.

- d. Prior to commencing trail construction activities, all volunteers shall complete a safety orientation with Park staff, or authorized designee. Prior to beginning trail work each day, a group safety review shall be completed by Park staff or a safety leader.

- e. CTC is responsible for providing emergency first aid supplies and safety equipment (including gloves and protective eyewear) for CTC volunteers. Gloves should be worn when using hand tools and moving rocks. Eyewear must be worn for rock crushing activity.

4) Communications and Reporting –

- a. CTC shall report project plans and project results through the Trail Maintenance Calendar on the Friends of the Cumberland Trail website. An ID and Password will be sent to the trail crew leaders by Marcianne O'Day (Marcianne.Oday@tn.gov. Phone: 423-566-2229).

- b. Project results should include the number of volunteers, the number of volunteer hours, and the comment section should include the length of trail under construction, and the length of trail completed. Reporting for trail crews should be submitted weekly, provided there is reasonable internet access. In the event online reporting is not practical, a weekly report can be made by phone to Marianne O'Day.
 - c. TDEC and CTC may create and distribute press releases related to the CTC volunteer project. Press releases should reference the Cumberland Trail State Scenic Trail which is managed by the Justin P. Wilson Cumberland Trail State Park. Volunteers and Park staff must consent to the use of their image for press releases or publication related to the promotion and development of the Cumberland Trail.
- 5) *State Park Roles and Volunteer Roles –*
- a. All CTC participants are providing assistance to TDEC as volunteers. CTC understands that no volunteer shall be considered a contractor, employee, or agent of the State of Tennessee. No volunteer shall be entitled to receive any salary or employee benefits such as insurance, workers' compensation, or paid leave.
 - b. Park staff has the responsibility for all development, construction, and maintenance activities on Park property. Park staff has authority to delegate activities to willing and qualified volunteers, to limit volunteer activities, or to correct or alter work conducted by volunteers. If there has been conflicting directions by Park staff, it will be resolved through the Park chain of command, with the Park Manager having the ultimate decision making authority for activities in the Park.
 - c. Volunteers cannot alter trail construction designs beyond limits approved by Park staff. Volunteers must consent to the authority of Park staff and agree to learn and follow official rules for State Parks and State Natural Areas.
 - d. Volunteers are encouraged to contribute ideas and propose solutions for volunteer project problems. Input can be offered through personal contact with Park staff, via phone or meetings, or through correspondence with a Park Ranger and/or Park Manager.
 - e. All volunteers represent TDEC and the Park and must maintain a respectful work environment and contribute to positive public relations. Disrespectful behavior toward park visitors, other volunteers, or Park staff is not acceptable and volunteers may be dismissed from volunteer service. Park staff may not be disrespectful towards volunteers, and any such behavior must be documented and reported to the Park Manager.
 - f. Both the Park and the CTC can provide tools and equipment for trail construction. If any TDEC/Park owned tools and equipment are borrowed by CTC, Park staff shall provide an itemized list of all borrowed property. CTC shall be responsible for the correct use, maintenance, and protection of all property furnished by the Park for temporary use under this MOU. Upon completion of the volunteer activity contemplated in this MOU, all

property furnished shall be returned to the Park in as good order and condition as when received, reasonable use and wear excepted. Should the property be destroyed, lost, or stolen, CTC shall be responsible to the Park for the residual value of the property at the time of loss.

- g. All trail construction work will be performed in accordance with TDEC's best management practices as outlined in the *Pathways to Trail Building manual*, which can be found online at <http://www.tennessee.gov/environment/recreation/docs/pathways.pdf>. The Park's trail construction requirements may exceed these standards depending on the site specific needs.

Article III – Key Officials

The manager of the Park, or his authorized representative, and the President of the Tennessee Trails Association, Inc. or authorized representative, shall be responsible for administering the provisions of this MOU. They are:

Bob Fulcher, Park Manager
Cumberland Trail State Park
220 Park Road
Caryville, Tennessee 38574

With a copy to:
Deputy Commissioner Brock Hill
Tennessee Department of Environment and Conservation
312 Rosa L. Parks Avenue, 2nd Floor
Nashville, Tennessee 37243

Carolyn Miller, President
Tennessee Trails Association
23 Devil Creek Place
Monterey, Tennessee 38574

With a copy to:
Rob Weber, Chairperson
Cumberland Trail Conference
409 Thurman Ave., Suite 102
Crossville, Tennessee 38555

CTC will address any communication regarding this MOU to the Park Manager, with a copy to the TDEC Deputy Commissioner. The Park will address any communication regarding this MOU to the President of the Tennessee Trails Association, Inc. with a copy to the Chairperson of the Cumberland Trail Conference subcommittee.

Article IV – General Terms and Conditions

- 1) MOU Term – This MOU shall be effective upon execution by both parties on the latter of the dates set forth below and shall extend for a period of one (1) year. Renewal of this MOU shall require a written amendment to this MOU executed by both parties.
- 2) Financial Obligations – There shall be no cost to TDEC or the Park for performance under this MOU beyond regularly incurred obligations for Park operations, including the regularly incurred obligations associated with the utilization of volunteers. All costs associated with CTC volunteers, including lodging, food, transportation, and incidentals, shall be the obligation of CTC.
- 3) Completeness – This MOU constitutes the entire understanding between the parties relating to the subject matter contained herein. This MOU supersedes any and all prior understandings, representations, negotiations, and agreements between the parties, whether written or oral.
- 4) Strict Performance – No term or condition of this MOU shall be held to be waived, modified, or deleted except by written amendment executed by both parties.
- 5) Modification and Termination – This MOU may be amended only by an instrument in writing executed by both parties. Either party may terminate this MOU by providing the other party with thirty (30) days advance written notice. In the event that one party provides the other party with notice of its intention to terminate, the parties will meet promptly to discuss the reasons for the notice and to try to resolve their differences; however a failure to resolve any differences shall not impair either parties' right to terminate this MOU.
- 6) Governing Law and Venue – This MOU shall be governed by and construed in accordance with the laws of the State of Tennessee. Any actions that may arise under this MOU shall be subject to the exclusive jurisdiction of the courts (including any administrative board or commission granted authority to adjudicate matters herein) of the State of Tennessee.
- 7) Severability – If any terms or conditions of this MOU are held to be invalid or unenforceable as a matter of law, the other terms and conditions shall not be affected thereby and shall remain in full force and effect.

Signatures on Following Page

IN WITNESS WHEREOF, the parties hereto have executed this MOU on the date(s) set forth below.

Brock Hill, Deputy Commissioner
Bureau of Parks and Conservation
Tennessee Department of Environment and Conservation

Date: _____

Carolyn Mill, President
Tennessee Trails Association, Inc.

Date: _____

Rob Weber, Chairperson
Cumberland Trail Conference

Date: _____



FALL BIG DIG PROGRAM

If volunteering to build a trail for the welfare of generations to come, this is the event for you. The Cumberland Trail Conference will be hosting a 6 week fall "Big Dig" trail building benefit in the Crab Orchard/Daddy's Creek area Sept. 16 through Oct. 25 on Thursday through Sundays. Contact the CTC office if you, an organization, or a business are interested in volunteering. We supply housing and food. Ask about our wagonmaster program.

How to Contact us:

CTC Office: (931)456-6259
Email: ctcoffice2014@gmail.com

Mitch Wolfe Program Coordinator:
(615)481-4946
mitchwolfe.ctc@gmail.com



WEEK	Thurs- day	Friday	Saturday	Sunday
Sep. 17-20				
Sep. 24-27				
Oct. 1-4				
Oct. 8-11				
Oct. 15-18				
Oct. 22-25				

Please state your availability when contacting the CTC so we can anticipate numbers.

**"CREATING THE
CUMBERLAND TRAIL, A
LASTING LEGACY"**

Recreational Trails Program (RTP)
Education Fund grant for Trail Master Certifications Course
July 23, 2015

Background:

The *Tennessee Department of Environment and Conservation (TDEC)*, *Commissioner's Council on Greenways and Trails (Council)* is the official advisory committee for the RTP and as such, makes recommendations to TDEC relating to the RTP grant program and greenway and trail issues across the state. The Council has identified that a major need in Tennessee is for instructional training and certification of individuals in the following four areas:

1. Trail Design;
2. Trail Construction, proper techniques;
3. Trail Maintenance;
4. Trail Crew Leader with a focus on safety
5. Extra Day of Trail Assessment for TN State Park Rangers

This training has been accomplished through the Trail Master Certification Course (TMCC) which is a four day course that leads to a three year certification provided by Trail Design Specialists.

Another area of high need is for classes to teach the proper techniques of Mechanized (machine) Trail Building Course (MTBC). There are more trails being built every day across the state of Tennessee using the smaller machines that have traditionally been used in the landscaping and in the construction business.

Methodology of Funding:

This has been a priority for, and a goal of the Council over the past 3 years and three Council members have volunteered their time to insure each training was successful. There have been 5 trainings conducted in the past three years in locations across the state of Tennessee; three courses have been at TN State Parks.

The way this Council goal has been accomplished, in partnership with the *Recreation Educational Services Division (RES)*, is to select a vendor that is a non-profit organization and provide them with a RTP Education Funds grant.

The RTP grant program provides an 80% grant funds with a 20% matching funds to cover the 100% cost of the project.

Training Instructor:

Mike Riter is the Owner/Operator of Trail Design Specialists, a company he has owned for the past 20 years. Mr. Riter has worked both nationally and internationally and has designed, constructed, maintained over 1,000 miles of trails. He has worked with numerous private organizations, state and federal government land managing agencies and his four day certification course is the only one in the nation. He is also a charter member of the Professional Trails Builders Association. The expectation of the RTP education funds grant is that the grantee would sub-contract with Trail Design Specialists to continue to be the training instructor for future courses.

Budget:

The current expiring contract was for \$40,000 in grant funds with a matching funds requirement of \$10,000 for a total project budget of \$50,000. Dividing by the 4 trainings in the scope of the contract, this provides \$12,500 per TMCC class. If this amount is not entirely spent, remaining funds would be used to hold a MTBC course.

TDEC-RES plans to award a similar amount of RTP education funds for the next contract. RES also assumes the future classes/courses will strive to have the maximum of 16 people attending in order to spend the funding and improve the effectiveness of each course. Dates for future courses have not been set yet.

Recreational Trails Program (RTP)
Education Fund grant for Trail Master Certifications Course

July 23, 2015

Anticipated Costs per Trail Master Certification Course (TMCC):

Grant Administration, 25 hrs. @\$20.00/hour	\$ 500.00
Mike Riter Expenses, Mileage, Meals, Lodging, etc.	\$1,500.00
Actual Cost per participant, \$500.00, Minimum of 7, Maximum of 16	
If 16 people attend, cost would be \$8,000	\$8,000.00
Tools, if Mike brings them,	\$ 200.00
Food for 16 people, <i>Breakfast</i> : \$6 x5 days x16=\$480.00, <i>Lunch</i> : \$5 x 5days x 16=\$400.00	\$ 880.00
If at Cumberland Mountain SP, Dinners will be paid by attendees, so there is no cost.	
Incidentals	\$ 120.00
Grant pays 80% or \$8,960.00	TOTAL COSTS \$ 11,200.00

Potential Revenue:

CASH - Registration Fees: \$200.00/ person x 16= \$3,200 OR (\$150/ person x 16 = \$2,400)	\$3,200.00
Special Arrangements Request for Lodging, 3 cabins x 5 nights x \$140.70/night	\$2,110.50
3 rd party donation, Salaries and Benefits of Bob Richards, 6 days x \$200/day	\$ 1,200.00
Volunteer hours by Council members, 3 x 8 hrs/day x 5days x\$7.25/hr =	\$ 870.00
Match needed, \$2,240.00	Potential Revenue for Match purposes \$ 7,385.50

Anticipated Costs per Mechanized Trail Building Course (MTBC)

Grant Administration, 10 hrs @\$20.00/hour	\$ 200.00
Mike Riter Expenses, Mileage, Meals, Lodging, etc. <u>IF Connected to a TMCC course</u>	\$ 500.00
Actual Cost per participant, \$300.00, Minimum of 2, Maximum of 6	
If 6 people attend, cost would be \$1,800	\$1,800.00
Tools, if Mike brings them,	\$ 200.00
Food for 6 people, <i>Breakfast</i> : \$6 x3 days x 6=\$108.00, <i>Lunch</i> : \$5 x 3 days x 6=\$90.00	\$ 198.00
If at Cumberland Mountain SP, Dinners are pay by attendees, so there is no cost.	
Incidentals	\$ 120.00
Grant pays 80% or \$2,414.40	TOTAL Costs \$ 3,018.00

Potential Revenue:

CASH - Registration Fees: \$200.00/ person x 6= \$1,200 OR (\$150/ person x 6 = \$900)	\$1,200.00
Special Arrangements Request for Lodging, 2 cabins x 3 nights x \$140.70/night	\$844.20
3 rd party donation, Salaries and Benefits of Bob Richards, 3days x \$200/day	\$ 600.00
3 rd party donation, Volunteer hours by Council members, 3 x 8 hrs/day x 3days x\$7.25/hr =	\$ 522.00
Match needed, \$ 603.60	Potential REVENUE for Match purposes\$ 3,166.20

Recreational Trails Program (RTP)
Education Fund grant for Trail Master Certifications Course
July 23, 2015

Schedule:

Classes would be generally scheduled in the Fall and Spring of each year, dependent on Mike Riter's availability. For the first year, it is anticipated that two TMCC classes and two MTBC classes would be held. If the contract is for two years, an additional two TMCC courses would be to be held, with the possibility of one additional MTBC class being held if there are grant funds remaining in the contract.

Summary:

TDEC-RES is wanting to partner with a non-profit grant sponsor to act as the fiscal agent for this RTP education fund grant for the TMCC and MTBC trail training classes. Primary RES contact for this grant is Bob Richards, Tennessee Greenways and Trails Coordinator.

Mission of this project is to develop people who are trained in the proper skills for trail design, trail construction/building and trail maintenance as well as training skilled trail crew leaders.

Contract Scope would be to provide a combination of trail training classes, either TMCC or MTBC.

Contract Term can either be one year or two years, dependent on training needs and Federal Highway Administration approval.

Total Budget will still be \$50,000 for a combination of training classes. \$40,000 in RTP education grant funds and \$10,000 in required matching funds.

For questions concerning this proposal, contact Bob Richards at 615-532-0753 (O), 615-483-2294 (cell) or Robert.richards@tn.gov .

What to Expect

Tennessee Greenways & Trails

Mike Riter Trail Master Certification Course

April 27 - May 1, 2015

If possible, you should arrive at David Crockett State Park on Sunday afternoon or evening to check into your cabin. Most participants come early enough for dinner to get to know the staff and other participants. Meals will be in the park restaurant or breakfast maybe provided at one of the cabins. The course will start promptly on Monday morning at 9 AM, right after breakfast. After the first day, the start time will be earlier, probably 8 AM. The lodging may need to be Journal Vouchered back to your park, some meals are included in the registration fee.

Much of the time in the course will be spent outdoors. Dress for the weather accordingly including long pants and shirt, layers, gloves, and good leather high top boots (8" or higher). We highly recommend you bring Personal Protection Equipment (PPE). Have raingear available and plan on carrying a daypack and water into the field each day. The hike to the work area should be fairly short, a half mile or less.

Tools will be provided, but if you have some personal favorite tools, please bring them along. The course is divided into five major focus areas described below. The morning of each day will be spent in class until lunch, then after lunch the afternoon will be in the field. *Written tests will be handed out at the end of each morning session*, then returned with grades and critique the next morning. Thursday and Friday will be primarily spent in the field.

Each day covers a major focus as follows:

Monday – Trail Design

- Getting permission and working closely with the land managers, NEPA, etc
- Managing natural and user impacts
- Mimicking Mother Nature
- Designing your trail project – consider the terrain and local weather, the expected uses, control points to include or avoid, when to use switchbacks or climbing turns, grade dips, the "rules" of trail design, laying out the trail, shooting the grade, and marking the proposed route.
- Flagging the trail corridor

Tuesday – Trail Construction

- Removing logs and trimming the trees, removing root balls
- Pin flagging the route
- Tools of the trade and safety issues
- Mechanized trail machine overview
- Lopping, logging out, brushing out
- Bench cut tread construction
- Logs and cribbing
- Roots and rocks
- Trail structures, bridges
- Switchbacks and climbing turns
- Steps

Wednesday – Trail Maintenance / Reconstruction

- Deberming - to remove the lower edge of the trail to allow water
- Tread terracing
- Controlling water flow – rolling grade dips vs water bars
- Turnpikes, armoring, tread hardening
- Alternative surfacing
- Signing your trail
- Giving a poorly designed trail a makeover
- Trail rerouting
- Closing old trails and rehabbing the old route

Thursday – Trail Crew Leader Training - This day will be almost totally outdoors

- Recruiting and keeping volunteers
- Announcing upcoming work trips and getting signups
- Job Hazard Analysis
- Letting the crew know what is planned for the day
- Proper method of carrying tools to the worksite, spacing
- Assigning jobs and subcrews/ subcrew leaders for the day
- Teaching the needed skills for the day
- Checking up on the progress of each subcrew
- Encouragement and gentle correction, keeping everyone happy and feeling appreciated, but assuring the job is done correctly.
- How long and how hard can a crew be expected to work
- Lunch breaks
- Finishing up - cleaning up and putting on the finishing touches
- Getting everyone and all the tools safely back to the cars
- Summing up the day, obtaining feedback from the participants
- Thanking everyone for their efforts and praising them for a job well done
- Announcing upcoming trips and training opportunities

Friday – Trail Assessment Procedures – This day will be mostly outdoors

A Trail Assessment system is being developed by TDEC and TSP staff and this system will be reviewed and then shown on the trail.

General Overview:

Participants will each be given a chance to lead the crew for a short while, demonstrating aspects of the above skills. That is why everyone will be outside all day on Thursday. After each participant completes his crew leader time, there will be a general critique period by the whole crew of how you did. Fear not, it won't be too bad. We are sure you can handle it.

At the end of the course, course completion certificates will be handed out and a short debriefing will be held. There will be a morning break and participants will need to check out of the cabin. The course should end around 2 PM on Friday, perhaps a little later.

It is a tradition to have the whole class eat together one evening for supper, probably be Tuesday night with a steak dinner at the park restaurant. So bring some money to cover this meal (\$25.00).

There may be some sort of entertainment some nights, such as a slide show or a movie. If you have something you would like to show the whole crew, bring it along. We will have a PowerPoint projector available. Cell phone service should be available at the park. All participants of this course will be Tennessee State Park rangers so we encourage everyone to get to know each other and to find out about what other attendees do back home. Please, we ask that everyone mingle; don't form little cliques. We all can learn from each other.

After you return back home, you will receive an email from us asking you to fill out a Survey Monkey evaluation of your experience with the course and suggestions to make future courses better. Please complete the survey as this helps improve the course for the future.

This Trail Master Training Course will be held somewhere in Tennessee every 6 months. We move the course around in the state. Courses have been located at Fall Creek Falls SP, Greeneville, Latimer Boy Scout High Adventure Center near Fall Creek Falls SP, Meeman-Shelby Forest SP. This course is heavily subsidized by an RTP (Recreational Trails Program) grant from the TDEC Recreation Service, TN Greenways & Trails Council. The real cost per participant is about \$650 per person, however, \$500 is covered by a RTP education fund grant. **REGISTRATION FEE is \$150.00, and the rangers attending should be able to apply for scholarship from the TN Park Ranger Association to cover this cost.** If selected to attend this training, information and the registration form will be sent to you. Completed registration form and course fee is to be sent to the Urban Century Institute, the non-profit which manages the grant.

We want to sincerely thank Mike Riter for teaching this course for us here in Tennessee on a semiannual basis. You will find him to be an excellent teacher and that the course will be highly educational and helpful to you in your trail building and maintenance endeavors. Mike Riter also has more advanced courses available for rockwork, bridge building, and mechanized trail machines. These courses are generally conducted at his facility in NW Georgia. Check out his website at www.traildesign.com. Mike has over 20 years of experience including work internationally and has built over 1,000 miles of trails. He was involved in rehabbing the 1996 Olympics mountain bike course in Atlanta, and started the renowned International Mountain Biking Association's Trail Solutions Program in 1997.

If you have any questions or concerns about this course, please contact Bob Richards, 615-532-0753 or Robert.richards@tn.gov. Mr. Richards is the Tennessee Greenways and Trails Coordinator here in TDEC, with the Recreation Services Division and is a Certified Park and Recreation Professional (CPRP) and a two time graduate of the Trail Master Training Course (MTB).

UPDATED 02.02.2015

CTC/TTA Reorganization 1/15

CTC to file a 501c3 application for a separate non-profit membership organization

To recognize CTC/TTA organizational/historical link and TTA's historical and continued role in founding and sponsoring the Cumberland Trail (CT):

CTC/TTA to remain Sister Organizations.

CTC/TTA to share one or two board members.

CTC/TTA to draft an MOU describing our relationship working jointly to complete the CT and regional connectors.

CTC Executive Committee

CTC mission statement.

CTC bylaw review.

CTC organization framework, directives, and end goals.

CTC Board, stakeholder, and membership communication.

Deadlines & Approvals

1/24/15...CTC Board Meeting Approval:

CTC/TTA Structure and tentative CTC Framework.

Charge Executive Committee as above.

Communication Committee as described in CTC Framework.

Land Acquisition Committee as described in CTC Framework.

Freeze Land Acquisition Funds.

2/6/15...TTA Board Meeting.

3/31/15...Framework complete.

4 & 5/15...Final CTC Framework presentation to CTC/TTA Boards.

4/31/15...501c3 application.

7/15...TTA member notification through newsletter.

10/26/15...TTA bylaw vote at TTA Annual Meeting.

CTC Framework 1/15

LEFT SIDE

CTSP Core Work Continued:

*advocacy
reduced role*

Trail Building

BreakAway

Volunteers

Equipment Purchases

Small Grants

Key Corridor Acquisition

Core Changes

No RTP Grants

No Executive Director

Board Driven

Organization becomes board driven, meeting quarterly, an independent organization advocating for the protection and construction of the CTSP.

KEY...Communication Committee...Caroline Woerner, Don Deakins, Ray Garrett, Mark McKnight

Volunteer Communicator/Coordinator

Website/Social Media

Electronic/Print

Publications

Independent of TDEC

KEY...Acquisition Committee...Linda Hixon, Will Skelton

Legal Framework

Stakeholder/Donor communication and closure

Define usage:

Key Corridor/Buffer Tracts

Loan, Gift, Raise/Target

Recommend freezing acquisition funding

RIGHT SIDE

similar to ATC

Local Connectors

Begin 2nd Tier Loop Corridors and Community Connectors and 3rd Tier East-West Connectors and State Scenic Trails as partially described in the original CTC CTSP Acquisition and Development Plan March 1999.

2nd and 3rd tier examples:

was in orig plan from 1999

Oak Ridge Connector

Knoxville Connector

*transition - 18 - 24 mos.
2017*

Morgan County Loop

Sequatchie Valley Connector

Fall Creek Falls Connector

John Muir Trail Connector

Trail of Tears Connector

Rail to Trail Conversions

Great Eastern Trail

Community assistance:

Communicate/Educate

Build community leadership

Design

Build

Volunteers

Small Grants

Equipment

Key Corridor Acquisition

KEY...Complete a CTSP 2nd and 3rd Community Connectors Corridor Acquisition and Development Plan and utilize to support a grant package to present to private foundations, individual donors, and communities to fund this work.

Contain:

Recreation/Conservation overview and benefits

Targeted 2nd and 3rd Corridors

Targeted Communities

Rankings, reflect viability

Goals, Metrics, and Outcomes

Program Budget

KEY...budget to reflect hiring project manager to drive this program.

KEY...published document.

KEY...CTC Board Restructure reflective of needed community representation as flushed out in the Acquisition and Development Plan.



TENNESSEE DEPARTMENT OF REVENUE

ORIGINAL

SALES AND USE TAX
CERTIFICATE OF EXEMPTION

TENNESSEE TRAILS ASSOCIATION, INC.
409 THURMAN AVE
CROSSVILLE TN 38555-4560

Effective Date: July 1, 2015
Exemption Number: 100274393
Expiration Date: June 30, 2019
409 THURMAN AVE
CROSSVILLE TN 38555-4560

The Tennessee Department of Revenue has issued a tax-exemption number for the educational, religious, historical, or charitable non-profit organization or institution named above. State law (Tenn. Code Ann. § 67-6-322) gives the Department the authority to allow this organization to make tax-exempt purchases of goods and services that it will use, consume or give away. This authorization for exemption does not extend to sales tax that the organization must collect or pay on its regular sales of goods or taxable services.

This authorization for exemption is limited to sales made directly to the above named organization. This certificate may not be used for sales made to individuals paying with personal checks or personal debit or credit cards, even if the individual is a representative or employee of the above named organization, and he or she will be reimbursed for the purchase. Sellers must refuse to accept the certificate when the sale is made to someone other than the above named organization.

The organization must furnish its suppliers of goods and services with a copy of this certificate. The lower portion of the certificate must be properly completed. The organization must retain the original certificate for copy purposes. The supplier will maintain a file copy as evidence of the exempt sale to the organization. Later purchases made before the expiration date do not require the submission of additional copies.

The organization must notify the Department immediately if it ceases to exist or if its location or mailing address changes.

Richard H. Roberts
Commissioner of Revenue

To Be Completed by the Organization

TO: Supplier's Name _____
Address _____
City _____ State _____ Zip _____

I, _____, as an authorized representative of the organization named above, affirm that the purchases made under this authority will be used and consumed by the organization or will be given away.

Under penalty of perjury, I affirm this to be a true and correct statement.

Print Name of Organization _____

Print Name of Purchaser _____

Signature of Purchaser _____ Date _____