

**Tennessee Trails Association
Board of Directors Meeting Minutes**

**Sunday, October 28, 2018 - 9:00am CT
Brandon Spring Group Center Dover, TN**

PRESENT: Carolyn Miller, Jackie York, Joan Hartvigsen, Jim Poteet, Linda Latter, JR Tate, Paul Schwab, Marvin Caine, Melinda Pearson, Rosemary Marshall, Mary Etta Ward, Sara Pollard, Doug Burroughs, Jean Smith, Bob Obohoski, Kathy Woods, Cheryl Heckler, David Bowling, Libby Francis

ABSENT: Garnett Rush, Charlie Bright, Jennifer Carroll, Lynn Takacs, Bruce Whitehead

GUESTS PRESENT: Philip Anderson, Cindy Bowling, Mary Ann Hawk, Mark Hawk, Mark Hubbard

Meeting called to order by Carolyn Miller, TTA President, at 9:00 a.m.

Welcome and Introductions – Carolyn Miller

Approval of the minutes from the 3rd Quarter Board Meeting held August 4, 2018

The minutes were approved as circulated with motion made by Joan Hartvigsen to accept the minutes, seconded by Bob Obohoski. Motion carried.

Treasurer's Report – Kathy Woods

The circulated documents were briefly discussed, noting that further discussion is needed on the Klabunde CD that will be maturing in February 2019.

<TTA Net Worth 9.30.18 Oct 2018 attached>

<TTA Q3 Inc. & Exp. Oct 2018 attached>

Membership Report – Cheryl Heckler / Carolyn Miller

There was discussion that membership appears stable per report specifics, and growing the statewide chapters with an emphasis on quality versus quantity should be the focus.

Melinda Pearson opened discussion on questions from Don Dresser, the administrator of the TTA Facebook page – should the information that is provided through individuals joining the page be used and possibly enhanced with emphasis on growing TTA membership? Jim Poteet asked if the Board should have any responsibility for this since it had no responsibility in the TTA FB page original setup. The TTA website's distribution list was also discussed as to the Board's responsibility there. There were questions and possible hike information discussed that could be presented on the FB page and it was decided that all of this should be

brought under the Board with a special committee formed with the members Doug Burroughs, Linda Latter, Don Dresser, and Mark Hubbard.

Hike leader responsibility and qualifications was discussed with regard to requirement the leader be a TTA member and always use sign-in sheets. Those are requirements but when the actual leader is a State Park, etc. representative there should be someone from the sponsoring chapter to handle the usage of sign-in sheets for liability coverage. It was suggested that the TTA liability statement might also be printed in each monthly newsletter.

The Hiking Handbook that's always available on the TTA website was discussed regarding possible revisions needed for the bylaw changes, etc. Libby Francis and Kathy Woods offered to review and make changes. Any suggestions or comments should be emailed to them.

The TTA directory also needs updating with reformatting with any ads eliminated, etc. It was discussed that Kathy Dupre has done this in the past.

<TTA Membership 4th Quarter 2018 attached>

Old Business

2018 Annual Meeting Update – JR Tate

It was reported that this weekend's annual meeting put on by the Clarksville Chapter was a success with 102 registered that included 31 staying in the dorms, 15 tent camping, and 3 in RVs. A grossed estimate of \$11,000 was mentioned also. It was also reported that Philip Anderson will serve as the next Chapter chair for Clarksville.

TennGreen Rock Island Acquisition – Carolyn Miller

Steve Law, the executive director of the Tennessee Parks and Greenways Foundation, presented an overview of their current ongoing projects at the TTA August Board meeting which included a Rock Island Acquisition. Discussion ensued about what the TTA Board might be willing to contribute to that project.

A motion was made by Jim Poteet to approve \$5000 for the RI acquisition when it is presented as an Evan Means request, with Libby Francis seconding the motion. Motion carried.

The EM grant paperwork will need to be submitted by TennGreen and then reviewed for approval at the February 2019 board meeting.

New Business

There was discussion on the location and dates of the TTA board meetings for 2019. The location is being set as the Hermitage Library in Nashville – Libby Francis confirmed with the library that there would be an adequate room provided for TTA's use – light refreshments are allowed and timeframe is until 4:30 pm on Saturdays with only possible impact seen as an early voting election (which is unforeseen at this time).

The board meeting dates are Saturdays Feb 2, May 4, Aug 3 and Sunday Oct 20 (to be held at the annual meeting site). A motion to approve the dates was made by Kathy Woods, and seconded by Sara Pollard. Motion carried.

A change from the original start time of 1:00 pm will be made to 11:00 am for the Feb 2 meeting to see how that works out. A motion to approve was made by Libby Francis, and seconded by Jean Smith. Motion carried.

TTA Website – Doug Burroughs

· With our potential project of the design and creation of a TTA website, it was mentioned that Middle Tennessee State University has a class that might be willing to help in some way. Possible followup by the Communications committee with them was discussed.

Responses to Survey distributed at Annual Meeting – Jim Poteet

· Summarized responses.

· Request that time be allotted during the meeting so that Chapter Chairs could meet to discuss their chapter needs.

TTA Merchandise – Libby Francis

· Working to liquidate inventory of TTA merchandise as TTA should not be selling merchandise under their current non-profit listing with the State of Tennessee.

Chapter Reports were included in the Annual Meeting minutes of Saturday night.

Carolyn Miller adjourned this meeting with a Motion made by Joan Hartvigsen, seconded by Marvin Caine. This meeting adjourned at 10:30 a.m. with the reconvene of the Special Organizational Meeting (as per bylaws) to follow.

Respectfully Recorded,

Jackie York
Secretary, Tennessee Trails Association

**Tennessee Trails Association
Special Organizational Meeting Minutes**

Sunday, October 28, 2018

Brandon Spring Group Center Dover, TN

This special meeting was called to order by Carolyn Miller, TTA President, at 10:30 a.m. with the same roster of attendees as the preceding quarterly board meeting.

New board members announced were Mary Etta Ward, David Bowling, Jane Coffey and Libby Francis, which leaves two open board positions to be filled.

Officers Elected

Mary Etta Ward was elected President with a motion made by Carolyn Miller and seconded by Linda Latter. Motion carried.

Linda Latter was elected Vice President with a motion made by Carolyn Miller and seconded by Joan Hartvigsen. Motion carried.

Since the newly elected president was not there to take over this meeting (per Bylaws), the Vice President Linda Latter presided.

Melinda Pearson was elected Secretary with a motion made by Joan Hartvigsen and seconded by Jackie York. Motion carried.

David Bowling was elected Treasurer with a motion made by Libby Francis and seconded by Kathy Woods. Motion carried.

It was noted that Garnett Rush will need to be appointed to her office of East Tennessee Representative in the near future.

Committees created per the Bylaws

Communications – Doug Burroughs, Mark Hubbard, Linda Latter, Lou Ann Partington, Melinda Pearson

A motion was made by Joan Hartvigsen and seconded by Bob Obohoski. Motion carried.

Membership – Cheryl Heckler (Chairman), Joan Hartvigsen, Garnett Rush, West Regional Director (vacant)

A motion was made by Carolyn Miller, and seconded by Joan Hartvigsen. Motion carried.

Awards – Joan Hartvigsen, Linda Latter, Libby Francis, and Regional Director

A motion was made by Carolyn Miller, and seconded by Cheryl Heckler. Motion carried.

Nominating – Joan Hartvigsen, Linda Latter, Libby Francis, and open Regional Director

A motion was made by Libby Francis, and seconded by Kathy Woods. Motion carried.

Audit Compliance – Sara Pollard, Kathy Woods, Jim Poteet

A motion was made by Jean Smith, and seconded by Marvin Caine. Motion carried.

Finance – David Bowling (chair), June Callahan, Jennifer Zahn

A motion was made by Kathy Woods, and seconded by Libby Francis. Motion carried.

A special committee for Evan Means Grants was established with Carolyn Miller, Marvin Caine, Joan Hartvigsen

A motion was made by Libby Francis and seconded by Carolyn Miller. Motion carried.

The organizational meeting was adjourned at 11:00 a.m. with a Motion made by Joan Hartvigsen and seconded by Linda Latter.

Respectfully Recorded,

Jackie York
2018 Secretary, Tennessee Trails Association

