

Tennessee Trails Association (TTA)
Minutes of the Board of Directors Meeting
May 4, 2019
Nashville Hermitage Branch Library

Call to Order/Welcome/Attendance

Meeting was called to order at 11:00 am by TTA President Mary Etta Ward, who declared a quorum present, and circulated a card for Board members to sign to Mack Prichard.

Members attending: Mary Etta Ward, Linda Latter, David Bowling, Cheryl Heckler, Melinda Pearson, Jane Coffey, Joan Hartvigsen, Paul Schwab, Marvin Caine, Sara Pollard, Doug Burroughs, Bob Oboboski.

Members absent: Garnett Rush,, Rosemary Marshall, Charlie Bright, Jennifer Carroll, Les Cleveland, Jean Smith, Tom Bentley, Libby Francis, Jim Poteet.

Chapter Chairs (non-voting) present: Philip Anderson, Bruce Whitehead.

Guests present: Cindy Bowling, Mark Hubbard, Anna Bertram, Fount Bertram

Secretary Report

Melinda Pearson reported the latest email circulated minutes of the February 2019 Board Mtg. have been revised to include the 2018 Annual Membership Meeting awards presented and their recipients. There being no further additions or corrections, a motion was made by Jane Coffey, and seconded by Joan Hartvigsen to approve the Minutes of the February 2, 2019 TTA Meeting, as revised. Motion carried. (Attachment 1)

Treasurer Report

David Bowling stated the 2019 Budget report he gave at the 2-2-19 Board Meeting, failed to include a Accounting/Audit Expense sum of \$500 in the budget total of expenses. A motion was made by Cheryl Heckler and seconded by Sara Pollard to accept a corrected version of this report, which adds \$ 500 to the sum of expenses, bringing the total of 2019 budget expense to \$36,275. Motion carried. (Attachment 2)

Two1st quarter 2019 reports Bowling presented were discussed and handled as follows;

- Income/Expense by Category Report was approved by vote on motion made by Joan Hartvigsen and seconded by Marvin Caine. (Attachment 3)
- Net Worth Statement was approved by vote on motion made by Paul Schwab and seconded by Jane Coffey. (Attachment 4)

Committee Reports

Membership Director Report

Cheryl Heckler presented membership stats report noting slowly increasing numbers since 2015. She enjoined chapters to actions for retention of memberships. Responding to a question from Doug Burrroughs, Cheryl said she would use her new member welcome letter to try to solicit information on how many new members are joining through TTA's online media. (Attachment 5)

Awards Committee

Linda Latter and Joan Hartvigsen reported, tossing out a few names of “the kind of nominee” the committee is “keeping in mind” for 2019 Awards. Committee welcomes board member suggestions for nominees, being mindful that not all awards require TTA membership, and not all awards are presented every year.

Audit Compliance

No report

Nominating Committee

No Report

Communications Committee

Discussion opened on a Resolution, to present to the next Membership Meeting, concerning a proposal to amend TTA By-Laws Section 9 to clarify ambiguous wording in the paragraph “Chapter Officers.” The Board discussed the 4-29-19 revision of the Resolution ([Attachment 6](#)) and made further revision to simplify wording. A motion was made by Bob Obohoski and seconded by Cheryl Heckler to present at the next Membership Mtg, the attached revised Resolution of proposal to amend TTA by-laws. ([Attachment 7](#)) Motion carried.

Evan Means Grant Program (EMGP) Committee

Joan Hartvigsen announced EMGP’s receipt of a grant request for \$600 from the Friends of Edgar Evans State Park (FOEESP). The Committee wholly endorses the request and recommends Board approval. Joan introduced meeting guest and FOEESP member Anna Bertram who gave a detailed presentation of the grant request for updates and flood repairs to the Park’s Storybook Trail, and afterward answered board questions. Motion was made by Hartvigsen, and seconded by Marvin Caine, to approve an EMGP grant of \$600 to fund the Storybook Trail request of FOEESP. Motion carried. ([Attachments 8 & 9](#))

Old Business

TTA Website

Doug Burroughs reported his MTSU search for graduate student assistance in website planning had reached a dead end. Discussion followed about the next step. Mark Hubbard advised the need to start over solicitation of Requests for Proposals (RFP) from website builders, since RFPs we have are now outdated.

Frustration was voiced about the still uncompleted website redesign, and years of kicking the can down the road, since the board approved and funded it. Discussion concluded with Board President Mary Etta standing up from her chair and proposing a challenge to the website committee to be ready to roll out a new website at the next Annual Membership Meeting in October 2019.

EMGP Resolution

Discussion opened on Jim Poteet's EMGP Resolution revised 4-29-2019. (Attachment 10) Some changes the Resolution makes in the grant program were examined. Motion was made by Joan Hartvigsen and seconded by Paul Schwab to approve EMGP Resolution Revised April 29, 2109. Motion carried.

Special Financial Reports

David Bowling presented financial data he compiled to create two reports requested by Jim Poteet, as follows:

- Net revenues from Annual Meetings from last 6 years. (Attachment 11)
- TTA yearly income/expense comparison for 2014 through 2018. (Attachment 12)

No action was taken to make any changes at this time based on the data. Mary Etta affirmed the helpfulness of compiling this data for periodic review and thanked David for doing so.

New Business

Mary Etta Ward read a letter from Jim Poteet, submitting his resignation from the TTA Board. Mary Etta commended Jim's decades of dedicated leadership in TTA, and Mark Hubbard spoke of Jim's management of many of the systems that are critical to keeping TTA running. Mary Etta will respond for the board with a letter of thanks to Jim. (Attachment 13)

TTA Newsletter Changes

Discussion opened on the future of the TTA Newsletter in its paper format, as its distribution coordinator, Diane Manas, is moving to Fla. Appeal for a replacement coordinator that Diane made in an email last month, returned no takers.

Some options discussed for paper newsletter delivery without a newsletter coordinator included outsourcing the coordinator tasks to the the Newsletter printer, or to a paid independent party which would work like our relationship with the newspaper editor, Lou Ann Partington; Or, switching all members to email delivery, while any member for which this is not doable, could phone a TTA volunteer who would print a copy and mail it to them.

There was also discussion on what should be the Association's policy for providing paper newsletters. Should all members with email receive the email newsletter only—no option? Or should all members continue to have the option of a paper newsletter to justify the membership fee and grow the Association?

Discussion concluded with agreement that Cheryl, Linda, Doug, and Mary Etta will hustle up a letter in time for the June newsletter, to inform the membership of the position vacancy, and plans the Association has to handle it.

Other New Business

- Following discussion, motion was made by Paul Schwab and seconded by Cheryl Heckler to replace quarterly chapter reports to the Board with annual chapter reports presented at the Annual Membership Meeting. Motion carried.
- No action was taken following discussion of travel allowance to encourage board meeting participation.

- Discussion ensued on tasks that need to be done without delay in assisting Jim Poteet to pass to other TTA leaders the pivotal responsibilities he has managed for the Association.
- Bruce Whitehead reported for the Plateau Chapter, hosts for the 2019 Annual Meeting, answering questions about conference registration, and delivering a lively update on Meeting plans, as according to Bruce, “We have the best trails, ANYWHERE!”

Chapter Reports

Murfreesboro Chapter Report (Attachment 14)

May 4, 2019

Valerie Galan has resigned as our program coordinator. She did an amazing job for 6 years contacting speakers for our monthly meetings.

Patti and Geoffrey Hull donated a Dell computer to replace the chapter computer we had for many years. We use the computer with our projector for speaker presentations.

We had hikes scheduled for Stone Door to Greeter Falls Virgin Falls, Collins Gulf Loop, Radnor Lake, Millennium Trail and Merritt Ridge Trail in Edgar Evins State Park. Our camping trip to Mousetail Landing State Park was cancelled because the trails were closed due to the heavy rains. The hiking trip to the Big South Fork and camping at the Bandy Creek Campground was a great success. Nice weather and beautiful wildflowers.

A speaker at one of our chapter meetings was Sara Bell who has more than 30 years of experience with missionary trips to the Pine Ridge Indian Reservation in South Dakota. Chapter members Anna and Fount Bertram presented a program on Edgar Evins State Park. They gave a brief overlook of the park, Friends Group and state Friends involvement. Nashville chapter member Libby Francis presented a program on her journey to Anchorage, Alaska, Denali National Park and the Kenai Peninsula of Alaska.

Tony Jones
Chapter Chair

Nashville Chapter - Quarterly Report (Attachment 15)

January-March 2019

- Nashville TTA. Chapter membership is 90 as of March 2019, compared to 88 in December 20
- Chapter Officers
 - Chair: Doug Burroughs
 - Treasurer: June Callahan
 - Hike Coordinator: Nancy Juodenas
 - Programs Coordinator: Vacant
- Eleven **hikes** were scheduled and published in the TTA Newsletter:
 - Warner Park, Nashville - three times

- Johnsonville State Historic Park, New Johnsonville
- Overnight Trail, Montgomery Bell State Park, Burns TN – two times
- Standing Wednesday 7 AM Hike, Radnor Lake State Park
- Urban Hike, Nashville TN
- Shelby Bottoms Greenway, Nashville TN
- Honey Creek Trail, Big South Fork NRRRA, Rugby TN
- Collins Gulf Loop Trail, Big South Fork NRRRA, Gruetli-Laager TN
- Grand Gap Loop Trail, Big South Fork NRRRA, Oneida TN
- The Nashville Chapter's regular monthly meetings continue on the 4th Tuesday of each month at the REI store in Brentwood TN:
 - January: Overview of Tennessee State Parks, by Randy Hedgepath, Tennessee State Parks Naturalist
 - February: Section Hiking the AT, Raymond Myers, Nashville Backpackers Meetup
 - March: Nancy Juodenas, Backpacking the Grand Canyon Rim to Rim
- Amy Sutton and backup Kevin Bowden also continue to collect and forward mail from the statewide TTA mailbox at the Melrose Post Office in Nashville. Membership applications/ renewals are forwarded to the Membership Director, etc.
- The Nashville Chapter continues to collate, label, fold, tab, stamp and mail out the printed copies of the TTA Newsletter each month. This process has been coordinated by Diane Manas.
- February 26: Doug Burroughs, Libby Francis, and Alice Cannon met with Donna Lewis, Reservations Coordinator at Montgomery Bell State Park to discuss the 2020 TTA Annual Meeting, which will be hosted by the Nashville and Sumner Trails Chapter. It is too early for them to do a contract, but we have October 23-25, 2020 reserved on their calendar for our meeting.
- Saturday, April 6th: Betty Magee, Doug King, Diane Manas, Kate Perry, Dianna Richter, and Doug Burroughs operated a booth at the Bells Bend Outdoor Fair and Expo. We passed out newsletters, got 31 names with email addresses of potential members, and networked with other outdoor-related organizations.

Meeting adjourned 1:45 pm by motion of Paul Schwab, seconded by Joan Hartvigsen. Motion carried.

Respectfully submitted,

Melinda Pearson
TTA 2019 Secretary

Tennessee Trails Association (TTA)
Minutes of the Board of Directors Meeting
February 2, 2019
Nashville Hermitage Branch Library

Call to Order/Welcome/Attendance

Mary Etta Ward, TTA President , called the meeting to order at 11:00 am. A quorum was present.

Members attending: Mary Etta Ward, Linda Latter, David Bowling, Cheryl Heckler, Melinda Pearson, James (Jim) Poteet, Libby Francis, Jane Coffey, Paul Schwab, Marvin Caine, Sara Pollard, Doug Burroughs, Bob Obohoski, Jean Smith, Les Cleveland,

Members absent: Garnett Rush, Joan Hartvigsen, Rosemary Marshall, Charlie Bright, Jennifer Carroll

Guests present: Philip Anderson, Cindy Bowling, Mark Hubbard, Bruce Whitehead, Kathy Woods

Appointment of Board Directors

A motion was made by Jim Poteet and seconded by Jane Coffey to appoint Garnett Rush to fill the vacant East Tennessee Regional Director position for the remainder of the term beginning 2019 and ending 2021. Motion carried.

A motion was made by Cheryl Heckler and seconded by Sara Pollard to appoint Jane Coffey to fill a vacant At-large Director position for the remainder of the term beginning 2018 and ending 2020. Motion carried.

A motion was made by Paul Schwab and seconded by Cheryl Heckler to appoint Melinda Pearson to fill a vacant At-large Director position for the remainder of the term beginning 2017 and ending 2019. Motion carried.

(Attachments)

Secretary Report

There being no additions or corrections to the latest email circulated minutes of the October 2018 Board of Directors Meeting and Special Organizational Meeting, a motion to approve the minutes of the two meetings was made by Libby Francis and seconded by Jim Poteet. Motion carried.

Treasurer Report

Kathy Wood presented the 2018 Q4 and annual summary reports.

On the 2018 Income and Expense Report, discussion arose about those chapters that raise income on their own from sources such as donations to the chapter and chapter fundraisers. This non-allocation amount of a chapter's income is reported separately in the chapter treasurer's annual report to the Board Treasurer. It was reported some chapters often contribute this income to projects of other organizations that support the mission of TTA. Doug Burroughs thought that collecting and publishing yearly totals that TTA and its chapters contribute to such organizations would benefit membership recruitment. Jim Poteet made a motion that the Board Treasurer annually report to the Communications committee chapters' non-allocation income and how their income is spent. Libby Francis seconded. Motion carried. (attachments)

Discussion of the 2018 Net Worth Report centered on restricted CD 3612. A motion was made by Jim Poteet and seconded by Marvin Caine for the Finance committee to review interest rates obtainable for longer investment maturities of monies in CD 3612, and to make a recommendation for the Treasurer to present to the Board. Motion carried. (Attachment 9)

David Bowling presented the 2019 TTA Budget. A motion to accept the 2019 Budget as presented was made by Jane Coffey and seconded by Bob Obohoski. Motion carried. (Attachment 10)

Pursuant to financial auditors latest recommendations, Kathy Woods reported the 2019 budget for chapter allocations per chapter. A motion was made by Paul Schwab and seconded by Cheryl Hecker to approve the report as presented. Motion carried. (Attachment 11)

Kathy Woods lead a discussion on Tennessee Sales and Use Tax Exemption and Resale Certificates. TTA does not need a Resale certificate, however we have use of a Tax Exemption certificate for TTA purchases paid using a check on the Association's account. There was discussion whether chapters could use the TTA exemption for purchases paid with a local chapter check bearing an address different from the Association's. As TTA's current Exemption Certificate expires this June, Marry Etta Ward asked David Bowling to investigate how local chapters would need to pay to use the TTA tax exemption and report back to her at least by the next Board meeting.

Committee Reports

Communications Report

Committee member Jim Poteet distributed copies of, and reported on, results of the 2018 Annual Mtg. Survey completed by 55 Meeting attendees. (Attachment 12).

Question was raised whether the wording "Sponsor for the Cumberland Trail" should be removed from Masthead of the Association's monthly newsletter, as Poteet reported It had been removed from the by-laws in 2017. Following discussion, Jim Poteet made a motion, and Bob Obohoski seconded, to change the newsletter Masthead to read "Supporter of the Cumberland Trail" in place of "Sponsor for the Cumberland Trail". Motion carried.

Membership Report

Cheryl Heckler briefly presented membership stats reports and suggestions for member retention. Discussion then moved to growing membership demand for protecting the privacy of their contact information. To address this, Jim Poteet made a motion and Cheryl Heckler seconded to revise the membership application in the monthly newsletter, by adding two new option boxes, for members to elect NOT to have their address, and NOT to have their phone number(s), published in the TTA Annual Membership Directory. Motion carried. Libby Francis agreed to work with members of the Communications Committee to review the membership application in the TTA trifold brochure, and present a recommendation to the board at the next meeting. (Attachment 13)

Awards Report

Linda Latter reported awards were given at the 2018 Annual Mtg. They were as follows: the Bill Stutz Award presented to George Bonneau and Bob Lyon; the Tennessee Trails Award presented to the TVA Division of Natural Resources; and the Bob Brown Lifetime Achievement Award presented to Mack Prichard. No new information to report for 2019.

Audit Compliance

Jim Poteet distributed copies of the Association's Conflict of Interest Compliance statement. All statements completed by members at the meeting were returned to Jim when meeting adjourned.

It was agreed that Audit committee members, who are unclear about some of their duties as specified in the By-Laws, would confer with David Bowling on the matter.

Evan Means Grant Report

Mary Etta Ward reported receiving completion reports from two EMG recipients— the Story Book Trail project and the Dogwood Elementary School project.
(Attachments)

Old Business

Mary Etta Ward reported a good turnout of TTA members at the Tivoli Benefit concert in Chattanooga 11-17-18, and receipt of a thank you note from TNGreen concerning our support of land expansion at Rock Island SP.

Facebook

Doug Burroughs led discussion for the TTA Facebook Group sub-(Communications) committee created at the last board mtg. Doug reported the Group currently has app. 2400 members, and he would like to grow Group page traffic as a promising way to build & sustain TTA membership. Sub-committee actions so far are two additions to the Group page—a link to the TTA website and a link to the membership director's TTA email address.

Further steps being considered are adding a post at the top of the page feed to encourage Group visitors to join TTA, and posting the membership director email address when a Group visitor joins the Group and affirms interest in joining TTA. Mark Hubbard suggested that such Group visitors should rather have a link directly to the membership form on the website than a link to the membership director email address—or perhaps both should be options. There was also discussion about posting the Newsletter on the Group site. Discussion about Group administrators was heard, and further postponed to the next meeting.

Doug encouraged chapters to publish more hike and meeting information on the Group page, especially using features like the "Event" menu option as more useful and informative than simply a news feed post.

Directory/Handbook

Libby Francis reported the TTA Handbook is finished, and hopes general distribution of it, together with the Membership Directory, will be made with the March newsletter.

TTA Website—MTSU

Doug Burroughs reported no further movement since the last mtg, toward engaging with a MTSU program offering graduate assistance to Not-for-Profit organizations in areas such as FB page and website technologies, strategic planning, and increasing membership.

Jim Poteet reported the Website development (Communications) subcommittee as awaiting an updated statement from strategic planning of who we are and our mission and purposes as prerequisite to contract for a new website design. Other members argued that in the meantime, it's imperative to have a refurbishment of the "bones" of the existing website to include website graphics and other common features of more technologically-updated websites.

As it was reported that the strategic planning committee appointed 2 years ago has had no meetings, Mary Etta Ward gathered names of those willing to meet with her to come up with a new committee, including perhaps a MTSU graduate assistant.

Soddy Daisy— software recommendation/chapter history post to TTA website

Jean Smith, chapter Board Rep Soddy-Daisy, recommended the Board consider a software product called Wild Apricot for managing its membership. Two other Board members familiar with the product, gave it high marks, but judged it cost-prohibitive at this time.

Jim Poteet agreed to help the Soddy Daisy chapter with posting their chapter history on the TTA website.

New Business

Jim Poteet led discussion on his proposed resolution for a change in the by-laws, to clarify ambiguity in wording of Section 9 of the by-laws concerning a chapter's officers. It was found that further wording revision was needed to accomplish this goal. Vote by the Board to approve a resolution on the matter to present at the 2019 annual membership meeting, was therefore tabled to the next meeting.

Libby Francis presented a proposal of scheduling annual meeting chapter host rotation, that would involve more chapters' participation, by uniting smaller chapters as co-hosts. Other suggestions for chapters working together on hosting were also discussed.

Jim Poteet requested the Treasurer share with the Board the amount of proceeds from the last complete rotation cycle (i.e. 6 years, he reported) of annual meetings. He also asked the Treasurer and Finance committee to review and suggest a recommendation to the Board if changes are needed in membership rates. He asked for a similar financial review of TTA's membership subscriptions with related mission organizations (i.e. Amer. Hiking Assoc., lobbying groups, etc) to determine the extent they are helping raise the recognition of TTA.

Jim Poteet asked the Board to consider the following matters for future action/discussion:

- Offering a travel allowance to chapters farthest away from Nashville to encourage their members to come to board meetings.
- Putting State Park hikes on our website
- Participating in the digital hike mapping programs other organizations are offering

Guidelines for dogs on hikes, additional to what's in our hiking handbook, were suggested

Bruce Whitehead and Cheryl Heckler briefed the Board on plans they have as host chapter for the 2019 annual meeting.

Chapter Reports

Murfreesboro Chapter Report February 2, 2019

Tony Jones will continue as chapter chair for 2019 and Sara Pollard has been appointed chapter representative to the TTA board.

We had our traditional after Thanksgiving hike with the Highland Rim chapter at Old Stone Fort and lunch after the hike at a local restaurant. Our annual New Year's Day hike hosted by the Friends of Edgar Evins was at Edgar Evins State Park with 60 hikers attending from other chapters and from the area as well. Our joint hike at Collins West January 12 had hikers from Murfreesboro, Highland Rim, Nashville, Soddy Daisy and Upper Cumberland chapters. We participated in the 17th Annual Poteets' Chilly Chili Hike. We hiked the new Sherwood Forest acquisition in the South Cumberland State Park and then enjoyed chili at the Poteets' home in Monteagle.

We have 42 chapter members. Our chapter meetings continue to be well attended. In November we planned hikes for January-June 2019 and our annual chapter Christmas party was a potluck in the Wilderness Station at Barfield Crescent Park. Randy Hedgepath, State Naturalist presented a program on winter hiking in Tennessee state parks.

Chapter Officers for 2019 –

Tony Jones, Chapter Chair
Sara Pollard, Treasurer & Chapter Board Representative
Valerie Galan, Program Coordinator
Jennifer Zahn, Hike and Membership Coordinator
Craig McBride, Blogmaster

Tony Jones Chapter Chair

TTA Nashville Chapter – Quarterly Report

October-December 2018

Nashville TTA. Chapter membership is 88 as of December 2018, compared to 97 in December 2017.

Chapter Officers

- o Chair: Doug Burroughs
- o Treasurer: June Callahan
- o Hike Coordinator: Nancy Juodenas
- o Programs Coordinator: Nora Beck is retiring from this position. Recruiting for new coordinator.
- Six **hikes** were scheduled and published in the TTA Newsletter:
 - o Nashville Urban Hike, Downtown Nashville
 - o Bells Bend Park in Nashville
 - o Hidden Lakes, Pegram TN.
 - o Volunteer Trail, Long Hunter State Park
 - o Laurel-Snow Falls, Dayton, TN.

o BeamanPark,Joelton,TN

- The Nashville Chapter's regular monthly meetings continue on the 4th Tuesday of each month at the REI store in Brentwood TN:
 - o October:TheCotswoldsWay,England,byRickLausten
 - o November:TicksandChiggers,byDr.StephenMurphree,BelmontUniversity o
 - December:AnnualHolidayPartyinBellevue,TN i

Amy Sutton or backup Kevin Bowden also continue to collect mail from the **statewide TTA mailbox** at the Melrose Post Office in Nashville and process as needed. Membership applications/renewals are forwarded to the Membership Director, etc.

- The Nashville Chapter continues to collate, label, fold, tab, stamp and mail out the printed copies of the **TTA Newsletter** each month. This process is remotely coordinated by Diane Manas.
- Holiday Gift Wrapping at REI: An annual tradition now. This year we raised over \$500 for a donation to the Cumberland Trails Conference to support the Spring Breakaway.

Meeting adjourned by Mary Etta Ward at 3:15 pm.

Respectfully submitted,

Melinda Pearson
TTA 2019 Secretary

Tennessee Trails Association, Inc.
2018 Budget vs. Actual and 2019 Budget (corrected)

	<u>2018 Budget</u>	<u>2018 Actual</u>	<u>2019 Budget</u>
INCOME:			
Amazon Income	350	239	300
Annual Meeting Proceeds	6,000	4,000	5,500
Donations	4,000	1,045	3,000
Memberships	14,000	14,145	14,000
Merchandise	300	194	0
Supporting Donations	<u>500</u>	<u>1,025</u>	<u>750</u>
Total Income	25,150	20,648	23,550
EXPENSES:			
Accounting & Audit	500	500	500
Annual Meeting Deposit	1,000	0	1,000
Awards	150	49	150
Chapter Allocations	1,575	1,582	1,600
Donations-Trail Support	0	0	0
Dues & Subscriptions	125	113	125
Evan Means Grants	5,000	7,639	7,500
Filing Fees	150	140	150
Merchandise	350	0	0
Miscellaneous	50	69	50
Newsletter Stipend	1,200	1,200	1,200
POB & Mailing Supplies	200	441	500
Postage & Delivery	2,500	2,118	2,500
Printing & Reproduction	4,000	4,450	5,000
Remittance of CTC memberships	0	0	0
Website Development	16,000	0	16,000
Utilities (Conference Calls)	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenses	32,800	18,301	36,275
Income Over (Under) Expenses	-7,650	2,347	-12,725

TENNESSEE TRAILS ASSOCIATION
INCOME/EXPENSE BY CATEGORY--FIRST QUARTER 2019
JANUARY 1, 2019 THROUGH MARCH 31, 2019

<u>Category Description</u>	<u>1/1/2019- 1/31/2019</u>	<u>2/1/2019- 2/28/2019</u>	<u>3/1/2019- 3/31/2019</u>	<u>QUARTER TOTAL</u>
INCOME:				
Amazon Income	0.00	19.79	12.92	32.71
Annual Mtg Proceeds	0.00	0.00	0.00	0.00
Donations	0.00	0.00	0.00	0.00
Memberships	305.00	1,613.04 (Note 1)	2,157.47 (Note 1)	4,075.51
Supporting Memberships	5.00	65.00	175.00	245.00
Merchandise Sales	0.00	0.00	0.00	0.00
TOTAL INCOME	310.00	1,697.83	2,345.39	4,353.22
EXPENSES:				
Awards	0.00	0.00	0.00	0.00
Evan Means Grants	0.00	0.00	0.00	0.00
Chapter Allocations	0.00	981.00	243.00	1,224.00
Newsletter Stipend	300.00	0.00	0.00	300.00
Postage and Delivery	0.00	0.00	1,277.71	1,277.71
Printing and Reproduction	355.00	355.00	805.00	1,515.00
Supplies	13.10	0.00	0.00	13.10
TOTAL EXPENSES	668.10	1,336.00	2,325.71	4,329.81
NET INCOME (EXPENSE)	-358.10	361.83	19.68	23.41

Note 1: Membership transfers from Paypal: February 2019--\$1,238.04; March 2019--\$982.17

Checking balance, beginning	40,468.18	40,471.91	40,468.18
Income	310.00	1,697.83	4,353.22
Expense	-668.10	-1,336.00	-4,329.81
Checking balance, ending	40,110.08	40,471.91	40,491.59

TENNESSEE TRAILS ASSOCIATION
STATEMENT OF NET WORTH
AS OF MARCH 31, 2019

44,4

ASSETS:

Cash In Checking Account	40,491.59
Cash In Money Market	11,265.78
Cash in CD 3219 (Klabunde)	66,234.08
Cash In CD 3362	9,080.00
Cash In CD 3612 (Life Members)	24,022.31
TOTAL ASSETS	<u>151,093.76</u>

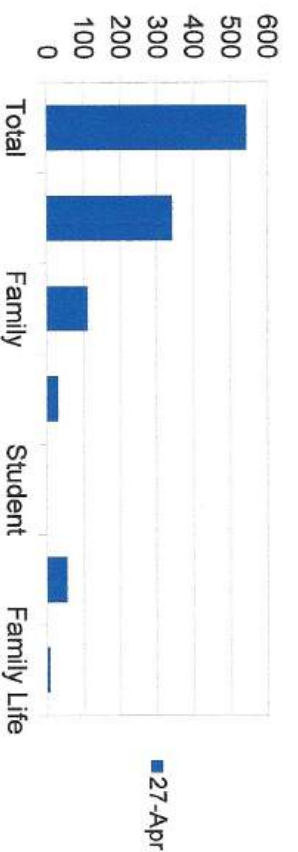
NET WORTH

151,093.76

TTA Membership Report for May 4, 2019 Board Meeting

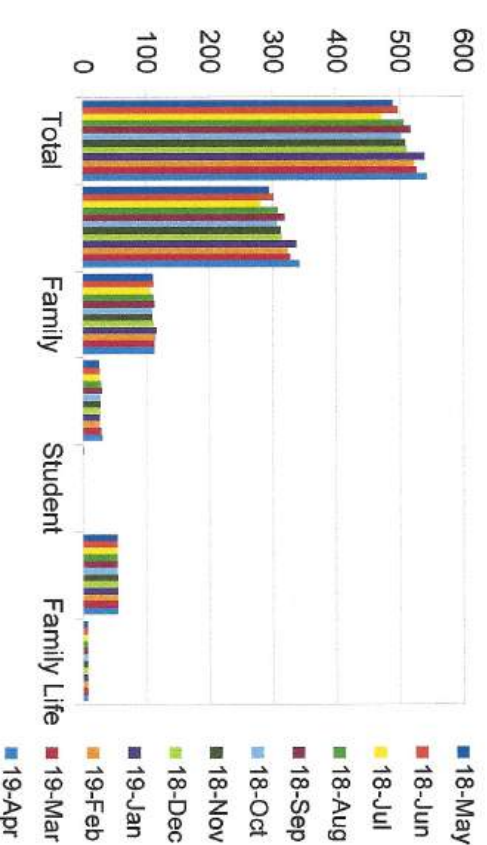
TTA Membership for January 2019

Date	Total	Individual	Family	Supporting	Student	Life	Family Life
27-Apr	543	341	112	30	0	54	6



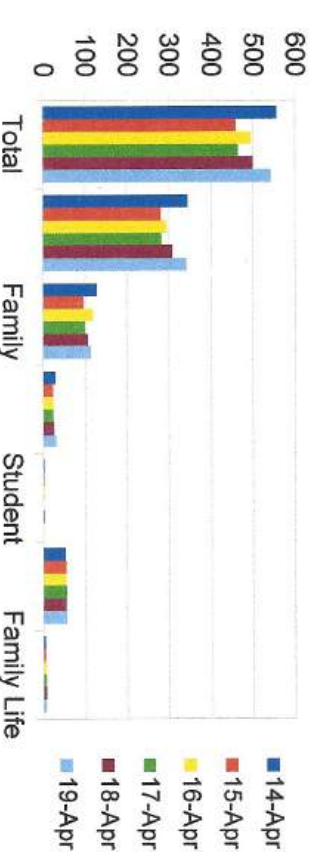
TTA Membership for past 12 months

Date	Total	Individual	Family	Supporting	Student	Life	Family Life
18-May	489	294	110	25	1	53	6
18-Jun	497	301	111	26	0	53	6
18-Jul	471	280	106	26	0	53	6
18-Aug	506	308	111	28	0	53	6
18-Sep	518	318	112	29	0	53	6
18-Oct	502	307	109	27	0	53	6
18-Nov	508	312	109	27	0	54	6
18-Dec	512	314	111	27	0	54	6
19-Jan	539	337	116	26	0	54	6
19-Feb	523	323	114	26	0	54	6
19-Mar	527	327	112	28	0	54	6
19-Apr	543	341	112	30	0	54	6



TTA Membership for April in the past 6 years

Date	Total	Individual	Family	Supporting	Student	Life	Family Life
14-Apr	557	344	126	29	1	52	5
15-Apr	458	281	96	22	1	53	5
16-Apr	496	294	118	24	1	53	6
17-Apr	465	282	99	24	0	54	6
18-Apr	500	308	107	25	1	53	6
19-Apr	543	341	112	30	0	54	6





STATE OF TENNESSEE
DEPARTMENT OF ENVIRONMENT AND CONSERVATION
EDGAR EVINS STATE PARK
1630 Edgar Evins Park Road
SILVER POINT, TENNESSEE 38582
931-646-3080

Dear Tennessee Trails Association:

The Friends of Edgar Evins State Park group has my approval to proceed with a project to change the book on the existing Storybook Trail, which will be opened to the public with a ribbon cutting event on June 1, 2019. The Storybook Trail is a popular feature at the park. Many visitors are looking forward to the new book. This trail adds a whole new experience to our park while promoting early age reading. Please accept this letter of support for The Friends of Edgar Evins State Park.

Sincerely,

Brad Halfacre, Park Manager 2

Edgar Evins State Park

Office 931-646-3084

Cell 931-644-3577

Tennessee Trails Association – 2019 Evan Means Small Grants Program (Including Budget)

Application Form: Please use this form to fill out the grant application or copy and paste the different sections into another Word document and save the completed application as a PDF if submitting electronically.

Project Name: Updates and Post-Flood Repairs to Hillside Storybook Trail

Project Location: Edgar Evins State Park

Date received: _____

Applicant Organization: Friends of Edgar Evins State Park

Organization Address: 1630 Edgar Evins State Park Rd, Silver Point, TN 38582

Contact Name: Anna Bertram

Contact Address: 2100 Bradyville Hill Rd., Bradyville, TN 37026

Contact Cell Phone: No cell phone, but home phone is (615) 765-5357

Contact email: abertram@dtccom.net

State amount requested from the Evan Means Small Grants Program: \$600.00

BRIEF description of your organization and history:

The Friends of Edgar Evins State Park, founded in 2002, is an all-volunteer non-profit organization with the sole purpose of helping the park in a variety of ways. Friends of Edgar Evins State Park projects include 3 MAJOR ANNUAL FUND-RAISING EVENTS and other ANNUAL PROGRAMS and SPECIAL EVENTS to help the park and encourage more community participation and visitation. These include the New Year's Day Hike and Feast, Waterfall Tour, Fall Color Boat Cruise, Celebration of Spring, History Hayride, Halloween Trunk n' Treat, campsite decoration contests for Memorial Day, Fourth of July, Labor Day, and Halloween, Lighting of the Tower (An Old Time Christmas Celebration) and other programs and events as needs dictate. We support the Junior Ranger Program and the summer reading programs.

Some of the purchases for the park that have been made by the Friends of Edgar Evins:

- *custom hay wagon for all year transportation needs within the park
- *custom recycling trailer
- *lumber for Millennium Trail steps
- *golf cart for camp host rounds
- *watchman's time clock for the Rangers
- *gasoline powered tree top trimmer
- *mock aquarium representing fish in Center Hill Lake for visiting fishermen
- *taxidermy fees for wildlife displayed at the Interpretive Center
- *plants for the butterfly garden
- *digital projector and screen for nature programs
- *color printer for butterfly and wildflower pamphlets
- *computer printer for housekeepers' reports

- *metal pipe finder for maintenance
- *cost sharing on wall pictures for the cabins
- *lights for Christmas Tower lighting

Project Description -- How and why this project will benefit the people of Tennessee and the state system of hiking trails.

Description of project: The plan is to change the book annually on the Storybook Trail at Edgar Evins State Park.* The existing book, Where Butterflies Grow, was dedicated on National Trails Day, June 2, 2018. The new book, Anybody Home?, will be presented on National Trails Day, June 1, 2019. This colorful book about animals commonly encountered in our woods will be printed on 12 double story panels of Metalmax material and placed at child height at approximately 65-yard intervals along the half mile trail. The recent flood washed away the rustic fence around the sinkhole, partially excavated the post for the sinkhole sign purchased through TTA grant funds last year and relocated the bridges, besides depositing a large amount of trash and debris along the trail. Members of the Friends of Edgar Evins State Park, other volunteers, state employees, and community service workers will pick-up trash and repair damage from the spring floods. Park employees will deconstruct, move and reconstruct the bridges, anchoring them this time in concrete. A member of the FOEESP will build and install the frames for the new storybook pages. Our monetary expenditures will include 60 pounds of fast setting concrete to anchor fence posts around the sink hole and the bridges that were washed out and misplaced by the flood, lumber and hardware repairs as well as lumber and hardware for the story panel frames and printing the pages on Metalmax material. In addition we will spend about \$200 on the Storybook Trail Ribbon Cutting event on National Trails Day for refreshments, decorations, etc.

Benefits: In many cases this trail provides the first hiking experience for young children and their families. It is hoped it will encourage them to explore more hiking opportunities and an interest that will continue into adulthood. The Storybook Trail has proven to be popular with children, their caregivers, teachers, and even adult visitors and park staff on breaks. It increases visitation and interest in the park in many ways. It is promoted by public libraries in all surrounding counties (DeKalb, Putnam, Smith and Cannon) and the Cookeville Childrens Museum. School groups from all over Middle Tennessee visit it regularly. The park receives positive comments from visitors of all ages, including campers and cabin guests as well as day use people. It makes our park more desirable while sparking an interest in hiking other trails. The annual Ribbon Cutting Event draws attention to the trail.

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- *NOTE: The original plan was to exchange the framed story panels each year with another TN State Park. With the change in administrative staff the person formerly charged with coordinating this program has not yet been replaced. It is hoped that by next year it will be possible to rotate the stories throughout the park system. When that happens we will have two sets of signs to exchange.*
-

Will other groups be involved in this project with you? Please list their involvement and actions:

- TN Promise students, post-flood trash removal, help with trail repairs

- Edgar Evins Park Rangers: post-flood trail repairs, bridge reconstruction, fence reconstruction around the sinkhole, cementing fence and bridge posts
- Affiliated Girl Scout Troop: post-flood trash removal, help with trail repairs
- Local Scouts (formerly Boy Scouts): post-flood trash removal, help with trail repairs
- Court Mandated Community Service Workers: post-flood trash removal
- Four county public library systems and the Cookeville Childrens Museum: Will provide crafts for children at the Ribbon Cutting Party as well as promote the Storybook Trail all year

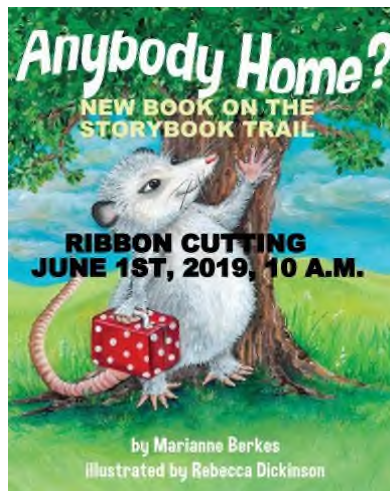
List any other funding sources and amounts to be used to complete this project:

We have applied for a \$500 grant from Friends of TN State Parks but have no assurance it will be approved or the full amount awarded if it is approved.

The Friends of Edgar Evins State Park treasury will make up the difference after any grant monies are received. **(The budget follows the pictures below.)**

Please attach any drawings of bridges, signs, etc. that are being built. Who drew up these plans? The trail was constructed in 2017-2018 specifically for the Storybook Trail. Several TTA members helped. The wood framed story panels are displayed at child height. We will use the same posts as last year but will attach new framed story panels.

Reference Pictures for Story Trail Proposal: Below: Our new book for June 1, 2019



Randy Hedgepath, the TN State naturalist, with young Ian Taylor on the trail





In many cases this ½ mile hiking trail is the first exposure a child has to hiking or the woods.



Several TTA members helped build this trail in 2017 and 2018. In foreground is Sara Pollard from the Murfreesboro Chapter of TTA.



The trail head sign for the book installed in 2018 included the logo for Tennessee Trails Association, as do the park bench and the interpretive signage at the sinkhole feature. We will also exhibit the TTA logo on the new sign for the new book to be dedicated on National Trails Day again this year (June 1st).

**BUDGET - FRIENDS OF EDGAR EVINS STATE PARK BUDGET FOR
2019 STORYBOOK TRAIL PROJECT**

\$135.77 includes 60 lbs. of quick setting concrete, wood sheathing, bolts and other hardware to repair flood damage to bridges and sinkhole sign post

\$135.77 Sub-total for materials for repairs

+

\$ 663.00 printing 13 storybook panels (32X18") on Metalmax

60.00 Art work and set-up by printer

723.00 Sub-total for signs

+

11.04 for 3 pressure treated 2X2X8 boards @ 3.68 each (Lowe's)

104.97 for 3 pressure treated ½ " sheets plywood @34.99 each (Lowe's)

23.00 for 1 box (5 lbs.) non-rust decking screws (Lowe's)

139.01 Sub-total for lumber, supplies for framing story panels

[\$862.01 Total for storybook signs only]

+

\$200.00 Estimated expenditure for food & supplies for the Ribbon Cutting event

\$1,197.78 GRAND TOTAL FOR PROJECT

Budget Summary:

\$1,197.78 Grand Total for Project

- 600.00 Amount requested from TTA

\$ 597.98 Difference after TTA Grant request

RESOLUTION to re-state the guidelines for the Evan Means Grant Program:

WHEREAS, the Board of Directors of TTA created the original Small Grant program in 2011 to honor the memory of Evan Means, who is recognized as one of the co-founders of the Tennessee Trails Association in 1968; and

WHEREAS, the practice and procedures for reviewing and approving grant requests have been inconsistently applied over the years:

THEREFORE, IT IS RESOLVED THAT:

1. This program shall henceforth be referred to as the Evan Means Grants Program.
2. The intent of this Evan Means Grants Program is to serve as a funding source for volunteer based non-profit groups, who may consider their request too small for submission to more formal grant making organizations.
3. Recipient organizations should be registered with the state as a non-profit, but federal non-profit status is not required. TTA chapters are eligible.
4. Individuals submitting requests do not have to be members of the recipient organization.
5. Grant requests must be for projects related in some way to improving or enhancing trails and/or the hiking experience.
6. Grant requests are generally expected to be less than \$1,000, but requests for any amount will be considered.
7. Projects generally should be completed within 12 months. TTA should be advised of any delays encountered as a project progresses. Significant delays in starting a project may result in revocation of the grant, with resubmission in a later cycle. Significant delays in the completion of a project should be discussed with TTA as soon as possible.
8. Projects must be freely accessible to the general public.
9. Grant requests will generally be for tools and materials, not for general labor. However, payment for specialized skills may be considered. Tools purchased for a project may be retained by the recipient, passed on to another non-profit, or returned to TTA. They may not be sold to other organizations, or sold or given to individuals.
10. There should be a significant use of volunteer labor in the project.
11. Grant requests must include: a brief narrative description of the project and how it fits within the range of the organization's total activities; a narrative description of how hikers will benefit from the project; an estimate of when the project is expected to begin; the expected completion date; a detailed budget for the spending of the amount being requested; the total cost of the project from all funding sources; the number of total man-hours required by a project; and the amount of volunteer hours expected to be used.
12. The TTA President shall appoint a Grants Committee, approved by the board, to evaluate each grant request and make a recommendation to the board as to whether the request should be granted in full, or granted for a different amount, or rejected on its merits.
13. Both subjective and objective factors shall be considered in evaluating each request. Priorities will be given to projects with high volunteer content and that are expected to have a high impact on hikers.
14. The Grant cycle shall be quarterly. Requests must be submitted to the Awards committee no later than 30 days prior to a regularly scheduled board meeting. Requests not meeting this requirement will be considered in the next cycle, unless the submitter chooses to withdraw the request. Rejected requests may be modified and re-submitted in a later cycle.

15. Decisions based on budget constraints shall be made by the TTA Board. Requests that can not be granted because of budget constraints will be considered in the next cycle, unless the submitter chooses to withdraw the application.
16. A separate Grants Fund account shall be maintained to track revenue and spending for this program.
17. The annual TTA budget will include an amount to be added to the Grant Fund and grant requests will be paid from this Fund. Any money remaining at the end of the year will stay in this Fund, rather than reverting to the general operating fund. The Board may, from time to time, direct certain categories of revenue to this fund.
18. TTA's participation in the project must be acknowledged in some way, either by attaching tags or placards to a structure, or by inclusion in signage or in publications prepared by the recipient.
19. TTA is free to publicize its contribution to the project in either print or digital form.
20. The recipient organization agrees to participate in a press release or other publicity which acknowledges TTA's participation in the project
21. Photographic documentation of the completion of a project must generally be provided before another grant request from the recipient organization will be considered.
22. The information in this resolution shall supersede any other previously disseminated information about the Evan Means Small Grant Program.
23. The information in this resolution shall be disseminated as appropriate in both printed and digital form.
24. Submission Form attached.

February 2, 2019

EVAN MEANS GRANT PROGRAM --- FUNDING REQUEST

Grant Recipient:

Date of Request:

Provide a brief description of the project for which funding is being sought:

How does this project fit within the range of your organization's total activities?

Provide a description of how hikers will benefit from the project:

When is the project expected to begin?

When is the project expected to be completed?

Provide a detailed spending plan for the amount being requested:

What is the total cost of this project from all sources?

How many total man-hours will be required for the project?

How many volunteer hours are expected to be used for the project?

Grant submitter name and contact Information:

Net Revenues from TTA Annual Meetings
(Amount Remitted to TTA by Local Chapters Net of Expenses)

<u>Year</u>	<u>Amount</u>	<u>Location</u>
2018	\$4,000	Land Between Lakes
2017	\$6,500	Monteagle
2016	\$5,340	Pickwick State Park
2015	\$5,300	Townsend
2014	\$8,600	Montgomery Bell State Park
2013	\$7,700	Fall Creek Falls State Park

TTA Annual Income/Expense Comparison

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Income (Note 1)	27,444	24,687	25,518	32,144	20,648
Expenses (Note 2)	<u>-16,881</u>	<u>-17,577</u>	<u>-22,590</u>	<u>-18,083</u>	<u>-18,301</u>
Income over Expenses	10,563	7,110	2,928	14,061	2,347

Note 1: Major Income Items:

Annual Meeting Proceeds	8,600	5,300	5,340	12,158	4,000
Memberships	13,654	13,812	13,831	14,223	14,145
Special Donations	<u>2,506</u>	<u>0</u>	<u>4,700</u>	<u>4,340</u>	<u>0</u>
Total Major Income Items	24,760	19,112	23,871	30,721	18,145
% of Total Income	90%	77%	94%	96%	88%

Note 2: Major Expense Items

Chapter Allocations	1,691	1,614	1,534	1,587	1,582
Evan Means Grants	2,800	4,310	4,500	3,200	7,639
Special Trail Support	1,300	0	3,787	0	0
Printing/Reproduction	4,663	4,860	5,239	5,393	4,450
Postage/Delivery	3,188	3,293	2,706	2,982	2,118
Accounting/Audit	<u>0</u>	<u>0</u>	<u>0</u>	<u>4,500</u>	<u>0</u>
Total Major Expense Items	13,642	14,077	17,766	17,662	15,789
% of Total Expense	81%	80%	79%	98%	86%

On behalf of the Board of Directors of Tennessee Trails Association we want to thank Jim Poteet for altruistically serving on the TTA Board of Directors over the years. Jim joined TTA in 1971, became a Life Member in 1996 and served as State President 1998-1999. He is a recipient of the Bill Stutz Award and Bob Brown Lifetime Achievement Award. When you think of unparalleled TTA dedication, Jim's kind smile and face come to mind. We are grateful and appreciate that he was always willing to serve and we hope he knows we will **always** value his time and input.

Thank you for serving as our webmaster, reworking our bylaws, writing awards criteria and helping us brain storm solutions. Thank you for taking the time to govern our organization appropriately.

Thank you for bringing your passion, intellect, insight, experience and resources to the table. Thank you for challenging our members and your fellow Board members. Thank you for always looking out for TTA. We need you, and appreciate that you used your experience, skills, knowledge and education to move our organization forward.

Thank you for teaching us, counseling us, and for holding us accountable. Thank you for giving us the tools to serve our membership, lead our organization and impact change in our organization.

You will be greatly missed on the Board and we thank you for your service, your time, your loyalty, your leadership and your guidance.

Mary Etta Ward

Murfreesboro Chapter Report
May 4, 2019

Valerie Galan has resigned as our program coordinator. She did an amazing job for 6 years contacting speakers for our monthly meetings.

Patti and Geoffrey Hull donated a Dell computer to replace the chapter computer we had for many years. We use the computer with our projector for speaker presentations.

We had hikes scheduled for Stone Door to Greeter Falls Virgin Falls, Collins Gulf Loop, Radnor Lake, Millennium Trail and Merritt Ridge Trail in Edgar Evins State Park. Our camping trip to Mousetail Landing State Park was cancelled because the trails were closed due to the heavy rains. The hiking trip to the Big South Fork and camping at the Bandy Creek Campground was a great success. Nice weather and beautiful wildflowers.

A speaker at one of our chapter meetings was Sara Bell who has more than 30 years of experience with missionary trips to the Pine Ridge Indian Reservation in South Dakota. Chapter members Anna and Fount Bertram presented a program on Edgar Evins State Park. They gave a brief overlook of the park, Friends Group and state Friends involvement. Nashville chapter member Libby Francis presented a program on her journey to Anchorage, Alaska, Denali National Park and the Kenai Peninsula of Alaska.

Tony Jones
Chapter Chair

TTA Nashville Chapter – Quarterly Report

January-March 2019

- Nashville TTA. Chapter membership is 90 as of March 2019, compared to 88 in December 2018.
- Chapter Officers
 - Chair: Doug Burroughs
 - Treasurer: June Callahan
 - Hike Coordinator: Nancy Juodenas
 - Programs Coordinator: Vacant
- Eleven **hikes** were scheduled and published in the TTA Newsletter:
 - Warner Park, Nashville - three times
 - Johnsonville State Historic Park, New Johnsonville
 - Overnight Trail, Montgomery Bell State Park, Burns TN – two times
 - Standing Wednesday 7 AM Hike, Radnor Lake State Park
 - Urban Hike, Nashville TN
 - Shelby Bottoms Greenway, Nashville TN
 - Honey Creek Trail, Big South Fork NRRRA, Rugby TN
 - Collins Gulf Loop Trail, Big South Fork NRRRA, Gruetli-Laager TN
 - Grand Gap Loop Trail, Big South Fork NRRRA, Oneida TN
- The Nashville Chapter's regular monthly meetings continue on the 4th Tuesday of each month at the REI store in Brentwood TN:
 - January: Overview of Tennessee State Parks, by Randy Hedgepath, Tennessee State Parks Naturalist
 - February: Section Hiking the AT, Raymond Myers, Nashville Backpackers Meetup
 - March: Nancy Juodenas, Backpacking the Grand Canyon Rim to Rim
- Amy Sutton and backup Kevin Bowden also continue to collect and forward mail from the **statewide TTA mailbox** at the Melrose Post Office in Nashville. Membership applications/renewals are forwarded to the Membership Director, etc.
- The Nashville Chapter continues to collate, label, fold, tab, stamp and mail out the printed copies of the **TTA Newsletter** each month. This process has been coordinated by Diane Manas.
- February 26: Doug Burroughs, Libby Francis, and Alice Cannon met with Donna Lewis, Reservations Coordinator at Montgomery Bell State Park to discuss the 2020 TTA Annual Meeting, which will be hosted by the Nashville and Sumner Trails Chapter. It is too early for them to do a contract, but we have October 23-25, 2020 reserved on their calendar for our meeting.
- Saturday, April 6th: Betty Magee, Doug King, Diane Manas, Kate Perry, Dianna Richter, and Doug Burroughs operated a booth at the Bells Bend Outdoor Fair and Expo. We passed out newsletters, got 31 names with email addresses of potential members, and networked with other outdoor-related organizations.