

**Tennessee Trails Association
Board of Directors Quarterly Meeting Minutes
Paris Landing State Park Lodge, Buchanan, TN 38222
October 19, 2025, 8:44 am CST**

Call to Order/Welcome/Attendees

President Will Latham called the meeting to order at 8:44 CST am.

President Latham then called the roll. Present were: Will Latham, Steve Turner, June Callahan, Jane Coffey, Wayne Drown, Jenny Fitzgerald, Mark Hubbard, Marti Owensby, Nina Heckler, Sara Pollard, Cinde Jones, Bryan Brand, Karen Shoemaker, Tommy Black, Nancy Wark, Lynn Rosser, Bob Obohoski, and Cathy Moran.

Absent were: Patricia Deen, Susan Woods, Alice Cannon, Lucy Cahill, Phyllis Long, and Michael Hernan.

Guests: Libby Francis, Nominating Committee Chair, Hal Beckham, incoming At-Large Director, Chris Fitzgerald, Web Administrator, Susan Brand, Secretary in 2026, Ned Murray, facilitator of the Strategic Planning process, and Rosemary Marshall, Chair of the East Tennessee Chapter.

Officer Reports

Secretary – Will Latham – action Secretary for this meeting

The minutes of the August 5, 2025 meeting having been sent out to the BOD with the agenda, President Latham asked if there were any corrections or additions. There were none. Wayne Drown moved to approve the minutes as presented, seconded by Steve Turner and was approved by the BOD.

Treasurer - June Callahan

June Callahan had submitted a written report that had been emailed to the Board prior to the meeting.

June discussed her work to establish better continuity in the Treasurer role. This includes her writing a Treasurer's Manual, moving to QuickBooks Online, performing reconciliations for checks and balances and implementing the use of CDs. Redundancy to key positions was discussed.

Bryan Brand is the back-up to the Treasurer position and will become Treasurer in

2026.

There were no decision items concerning this report.

Committee Reports

Strategic Planning Presentation and Next Steps

A report on the status to date of the creation of a TTA Strategic Plan was presented by Ned Murray, facilitator of the Strategic Planning process.. He discussed the four pillars framework being used and a set of action steps that are being finalized which will drive the next 3, 5 and 7 years or more for the TTA. At the next board meeting we can expect a final draft to be presented.

Membership Committee Report – Marti Owensby, Chair

A written report had been submitted by Marti Owensby, Membership Committee Chair, had been emailed to the Board prior to the meeting. Marti discussed the TTA privacy policy, liability insurance in regards to membership information, and job descriptions.

There were no decision items concerning this report.

Communications Committee Report – Sara Pollard, Chair

Sara Pollard, chair of the Communications Committee shared that Patti Deen will be assuming the role of Committee Chair in 2026.

There was a thank you to Chris Hoffman as being the TTA statewide Facebook manager. Individual chapters are encouraged to post Facebook items onto the TTA's statewide Facebook page.

There were no decision items concerning this report.

Evan Means Grant Committee – Wayne Drown, Chair

Wayne Drown, chair of the Evan Means Grant Committee, reported that TTA provided grants that have helped many diverse areas across the States. There were three grants requests received that the Grant committee brought forth and recommended approval as follows:

- Friends of South Cumberland - Fiery Gizzard (Staircase & trail maintenance) \$1,100. The motion was made by Wayne Drown and seconded by Tommy Black. The motion was approved by the BOD.

- Bay Mountain Park Association (replace 75' wooden board walk) \$1,000. The motion was made by Wayne Drown and seconded by Bryan Brand. The motion was approved by the BOD.
- Tennessee River Gorge Trust (Williams Island Boardwalk & Bridge connection and expansion to existing trails/ecosystem) \$1,000. The motion was made by Wayne Drown and seconded by Tommy Black. The motion was approved by the BOD.

A proposal to allow the Treasurer to mail checks to Evan Means Grant Committee members instead of directly to the grant recipients was raised. This will allow committee members to present the award to recipients in person where possible. Mark Hubbard made the motion to approve allowing the Treasurer to mail checks to an Evan Means Grant Committee member and it was seconded by Nina Heckler. The motion was approved by the BOD.

Audit and Risk Management Committee – Bryan Brand, Chair

A written report had been submitted by Bryan Brand, Audit and Risk Management chair, and emailed to the Directors prior to the meeting.

The Audit and Risk Management Committee proposed updating the liability release form to include more comprehensive and protective language, including a space where participants can sign and including record retention instructions.

A motion was made to approve the proposal by Mark Hubbard and seconded by Bob Obohowski. It was suggested that this motion be amended to have the form include telephone numbers of the participants and this was accepted by Mark and seconded by Nina Heckler. The motion was approved by the BOD.

Nominating Committee – Director Vacancy Election – Libby Francis, Chair

Jan Lyons stepped down as an At-Large member the Board. Per the TTA By-laws the Board can elect a replacement to serve the remainder of the term.

Libby Francis, Nominating Committee Chair proposed Alice Cannon of the Nashville Chapter to serve the remainder of the departing Director's term. The BOD approved the proposal.

President's Report – Will Latham

Will Latham, President shared the Presidents Report.

The challenge with the Upper Cumberland chapter was discussed. It is down to 9

members, no Chapter Treasurer and Chairperson ready to step down with no replacement.

A motion was made by Bryan Brand and seconded by Steve Turner to dissolve the Upper Cumberland chapter, allow current Upper Cumberland members to move to a different chapter, and those who did not move would eventually be moved to Unaffiliated status. The motion was approved by the BOD.

Old Business

There was no old business to come before the Board.

New Business

There was no new business to come before the Board.

Adjournment

The motion to adjourn the meeting was made by Jane Coffey, seconded by Bob Obohoski, and approved by the Board. The meeting adjourned at 10:40 am CST.

Dates for future TTA Board of Director Meetings:

- February 3, 2026, at 7:30 pm, ET 6:30 pm CT, via Zoom
- May 5, 2026, at 7:30 pm, ET, 6:30 pm CT, via Zoom
- August 5, 2026, at 7:30 pm, ET, 6:30 pm CT, via Zoom
- 2026 Annual Meeting - TBD

Minutes submitted by Jenny Fitzgerald/Will Latham



Agenda for Tennessee Trails Association Board of Directors Meeting

8:30 am CT, October 19, 2025

Paris Landing State Park Lodge – Lake View Room

1. **Call to Order** and Welcome, Will Latham, President
2. **Roll Call**, Susan Woods, Secretary
3. **Approval of Quarterly Board of Directors Minutes**, Susan Woods, Secretary – Attachment #4
4. **Strategic Planning Presentation and Next Steps** – Ned Murray, Facilitator – Attachment #5
 - a. QUESTIONS
5. **Financial Report**, June Callahan, Treasurer – Attachment #6
 - a. QUESTIONS
6. **Membership Report**, Marti Owensby, Chair – Attachment #7
 - a. QUESTIONS
7. **Communications Committee Report**, Sara Pollard, Chair – Attachment #8
 - a. QUESTIONS
8. **Evan Means Grant Committee Report**, Wayne Drown, Chair
 - a. DECISION –
9. **Audit and Risk Management Committee Report**, Bryan Brand, Chair – Attachments 10A &10B
 - a. QUESTIONS
10. **Director Vacancy Election**, Libby Francis, Nominating Committee Chair
 - a. To fill remaining 2 year unexpired portion of term.
 - b. Alice Cannon
11. **President's Report**, Will Latham, President – Attachment #11



12. Old Business

13. New Business

14. Motion to adjourn

Date for future TTA Board of Directors meeting:

February 3, 2026, at 7:30 pm, ET, 6:30 pm CT, via Zoom

May 5, 2026, at 7:30 pm, ET, 6:30 pm CT, via Zoom

August 4, 2026, at 7:30 pm, ET, 6:30 pm CT, via Zoom

2026 Annual Meeting – TBD

Tennessee Trails Association Board of Directors
Special Organizational Meeting Minutes
Fall Creek Falls State Park Lodge, Spencer, TN 38585
October 27, 2024, 8:30 a.m.

President Duane Frichtl, President, called the meeting to order at 8:30 a.m.

Susan Woods, Secretary, called the roll.

In attendance were: Bryan Brand, Lucy Cahill, Alice Cannon, Jane Coffey, Patricia Deen, Wayne Drown, Jenny Fitzgerald, Libby Francis, Duane Frichtl, Mark Hubbard, Will Latham, Jan Lyons, Bob Obohoski, Marti Owensby, Sara Pollard, Karen Shoemaker, John Thomas, Steve Turner, Susan Woods

Absent were: Nina Heckler, June Callahan, Jeanne Conatser, Amber Dobie-Grove, Michelle Kelley, Cathy Moran

Guest: Paul Cahill

Minutes of October 22, 2023 Special Organizational Meeting were approved at the February 6, 2024, quarterly meeting of the TTA BOD.

Elections of the Officers for the TTA BOD went as follows:

Patty Deen moved to elect Will Latham for president, seconded by Wayne Drown, no other nominations being made, the BOD approved Will Latham for president.

Lucy Cahill moved to elect Steve Turner for vice president, seconded by Mark Hubbard, no other nominations being made, the BOD approved Steve Turner for vice president.

Karen Shoemaker moved to elect June Callahan for treasurer, seconded by Bob Obohoski, no other nominations being made, the BOD approved June Callahan for treasurer.

Jane Coffey moved to elect Susan Woods for secretary, seconded by Jenny Fitzgerald, no other nominations being made, the BOD approved Susan Woods for secretary.

Approval of committee assignments for 2025 will be addressed at the first quarterly meeting of 2025.

Libby Francis moved to adjourn the special organizational meeting of TTA BOD, Wayne Drown seconded her motion and the BOD approved the motion. The meeting was adjourned at 8:38 a.m.

Tennessee Trails Association Board of Directors
October 27, 2024, Quarterly Meeting Minutes
Fall Creek Falls State Park Lodge, Spencer, TN 38585

President Duane Frichtl called the meeting to order at 8:39.

Attendance was the same as for Special Organizational Meeting with the addition of Nina Heckler being in attendance.

The minutes of the August 6, 2024, Quarterly meeting having been emailed to the members prior to the meeting, Wayne Drown moved to approve the minutes as presented, seconded by Bob Obohoski and was approved by the BOD.

Randy Medley, TTA/CTC Liaison, reported on the progress of the Cumberland Trails and appealed to the board that any financial help would be appreciated. A written report had been emailed to the BOD.

A report from June Callahan, treasurer, had been emailed to the Board prior to the meeting. Her report included a surplus of \$6,500.

A report from Marti Owensby, Membership Committee Chair, had been emailed to the Board prior to the meeting. Marti explained that due to some data issues concerning expired memberships that the numbers for chapters may have been overstated. Steps will be taken to resolve this problem.

Will Latham, Communications Chair and interim newsletter editor reported that Libby Francis will be assuming the position of newsletter editor in the near future. A chair for the Communications Committee is needed as Will will be assuming the position of TTA president. Other information from the Communications Committee had been previously reported to the BOD prior to this meeting through email.

Wayne Drown, chair of the Evan Means Grant committee, reported that there were no applicants this quarter. He had received reports from former recipients concerning their public recognition of TTA as the source of their grant. It was suggested that a database of prospective applicants for this grant be created and used to encourage groups to apply.

President Duane Frichtl reminded members that a Strategic Planning committee is in the works, that a strategic planning specialist, Ned Murray, had been hired to assist, and that there would be representatives of each chapter on this committee. After information is gathered there will be an in person meeting.

There was no old business to conduct.

Under new business Jane Coffey introduced Bryan Brand as new rep for Columbia-Franklin chapter, replacing Marvin Caine. Will Latham recognized Duane Frichtl for assuming the responsibilities of President of the TTA BOD during the past year. There was some discussion concerning the proper use and purpose of our liability forms.

Mark Hubbard moved to adjourn the meeting which was seconded by Bob Obohoski and approved by the Board. The meeting adjourned at 9:53 a.m.

The dates of the 2025 Quarterly Meetings are:

Feb. 4, May 6, Aug 5 (first Tuesdays) via Zoom at 6:30 p.m., central time

Oct.19 at Paris Landing State Park Lodge in the morning during the Annual Meeting of TTA

**Tennessee Trails Association (TTA)
Minutes of Board of Directors Meeting
August 5,2025
by Zoom**

Call to Order/Welcome/Attendance

President Will Latham called the meeting to order at 7:30 ET p.m.

President Latham then called the roll. Present were: Will Latham, Steve Turner, Susan Woods, Wayne Drown, Jenny Fitzgerald, Mark Hubbard, Marti Owensby, Sara Pollard, Karen Shoemaker, Nancy Wark, Lynn Rosser, Alice Cannon, Bob Obohoski, and Michael Hernan.

Absent were: June Callahan, Jane Coffey, Jan Lyons, Nina Heckler, Cinde Jones, Bryan Brand, Patty Deen, Patricia Bolde, Lucy Cahill and Cathy Moran.

President Latham then welcomed the TTA member guests: Joan Hartvigsen (filling in for Patty Deen); Libby Frances, nominating committee chair and newsletter editor; Norm Brinsley and Bob Richards.

President Latham then welcomed Ned Murray, our Strategic Planning Facilitator

Secretary

The minutes of the May meeting having been sent out to the BOD with the agenda, President Latham asked if there were any corrections or additions. Joan Hartvigsen pointed out that there was not a description of what the Mill Ridge grant of \$1,000 was to be used for. A motion was made by Mark Hubbard to approve the minutes with the addition suggested. It was seconded by Alice Cannon and the motion carried.

Strategic Planning Presentation and Next Steps

Ned Murray, Facilitator for the Strategic Planning Committee, gave a presentation on the work having been done by the committee. Discussion concerning future steps and the time needed for these steps followed the presentation.

It was agreed that a copy of Ned's presentation would be sent to all Directors, along with a link to the Zoom recording of the presentation.

There were no decision items concerning this report.

Treasurer – June Callahan

June Callahan had submitted a written report that had been emailed to the Board. President Latham asked if there were any questions about her report.

There were no decision items concerning this report.

Committee Reports

Membership Report – Marti Owensby, Chair

A written report had been submitted by Marti Owensby, membership chair, and emailed to the Directors. Marti noted that there were still problems with the system to notify members when their memberships needed to be renewed and described the steps taken to report elapsed memberships to the chapter presidents.

There were no decision items concerning this report.

Communications Committee Report – Sara Pollard, Chair

Sara Pollard, Chair, provided an oral report on the work of the Communications Committee members, to include an overall review of the website and TTA's hiking handbook. She informed the Directors that Doug Burroughs is resigning as webmaster so the position will need to be filled.

There were no decision items concerning this report.

2025 Annual Meeting Report – Steve Turner, Co-Chair

Steve Turner, Co-Chair, provided an overview of the 2025 Annual Meeting report. This report had been previously submitted and was emailed to the Directors.

There were no decision items concerning this report.

Nominating Committee Report – Libby Francis, Chair

Nominations Chair, Libby Francis, introduced the members being recommended by the committee to fill the vacant At Large Directors positions. They were Wayne Drown,

Bryan Brand, and Hal Beckham. The committee also recommends Phyllis Long for the position of Middle Tennessee Regional Director.

Jenny Fitzgerald moved to accept these nominations to be voted on at the Annual Membership Meeting. The motion was seconded by Mark Hubbard and approved by the Board.

President's Report

The president's report included the decision of the members of the Upper Cumberland chapter to remain as a chapter rather than being absorbed into another chapter.

Jan Lyons has requested to resign her position as At Large Director due to conflicts with Tuesday evenings. The motion to accept her resignation was made by Jenny Fitzgerald and seconded by Karen Shoemaker. The motion carried. The plan is to identify and elect a replacement for the remainder of Jan Lyons' term at the Annual Meeting.

President Latham informed the Directors that there would be two officer positions open for election by the Board at the Annual Meeting. June Callahan will be staying on the Board but would like to resign from the Treasurer's position. Secretary Susan Woods will need to be replaced due to having served two 3 year terms on the Board.

Old Business

There was no old business to come before the Board.

New Business

There was no new business to come before the Board.

Adjournment

The motion to adjourn the meeting was made by Jenny Fitzgerald, seconded by Marti Owensby, and approved by the Board. The meeting adjourned at 8:58 ET.

The next meeting of the TTA Board of Directors will be held in person during the Annual Membership Meeting October 19, 2025, at 8:00 a.m. CT. at Paris Landing State Park Lodge.

Minutes submitted by Susan Woods, Secretary.

Tennessee Trails Association

Strategic Plan

Mission, Vision, Pillars, Goals, Responsibilities

9/11/2025

DRAFT

Mission

TTA brings people together through hiking—to enjoy nature, promote well-being, support trails, and build lasting friendships.

Vision

TTA's vision is to become the most welcoming and connected hiking community in Tennessee.

DRAFT

Pillar A - Supporting Chapters	
Goal A1 - Encourage and help chapters to expand the number and variety (type, length, scheduling, strenuousness/difficulty) of hike options.	Supporting Chapters Committee (composed of Regional Coordinators and 3-4 others)
Goal A2 – Develop, promote and support best practices for chapter operations to improve organizational sustainability and member participation.	Supporting Chapters Committee

Pillar B - Supporting Trails	
Goal B1 - Encourage and support chapter level volunteer service on trails.	Supporting Trails Committee
Goal B2 - Promote trail maintenance activities and opportunities organization wide.	Supporting Trails Committee
Goal B3 - Promote effective grant distribution through the Evan Means Grant Program.	Evan Means Grants Committee

Pillar C - Improving Communication and Messaging	
Goal C1 - Improve messaging about TTA's identity, purpose, and the benefits of participation.	Strategic Communications and Messaging Committee
Goal C2 - Increase member engagement, participation and hiker satisfaction through improved internal communication.	Strategic Communications and Messaging Committee
Goal C3 - Increase new participation, membership, and hiker satisfaction through improved external communication.	Strategic Communications and Messaging Committee

Pillar D - Building Organizational Sustainability	
Goal D1 - Ensure a strong and capable board and committee structure along with robust operating systems and processes (including ongoing strategic planning) to implement the mission statement.	Executive Committee
Goal D2 - Ensure that the organization has the resources (people and financial) and focus to implement its mission and plans.	Board
Goal D3 - Improve our outreach efforts to help build strategic relationships, partnerships and gain resources.	Strategic Partnerships Committee
Goal D4 – Ensure that the by-laws and charter are updated to reflect the mission statement and strategic plan.	Ad Hoc By-laws Committee

Tennessee Trail's Association - Financial Report 3rd Quarter 2025

The financial reports for the quarter are shown on the next four pages. Looking at the budget for Membership Dues, the numbers are in line with 2024 which indicates that we should reach the 2025 budget number for this income category. We have two CDs maturing in the 4th quarter and so we should make budget for Bank & CD interest. On the expense side, we need to ensure that all vendors submit their invoices before the year end. Currently the accounts show favorable against the 2025 budget but that will be corrected when we are invoiced.

Work during Third Quarter

Work is in hand to move the accounting records for 2025 to QuickBooks Online. This will make the transfer of work and records from one Treasurer to another, much simpler and TTA's data will be much more secure. Access will be available for the President and the Finance Committee to review the accounts online, any time they wish. Currently, they are provided with copies of the financial reports and statements once a quarter.

2025 opening balances have been entered into the online system and now the work will start on re-creating each month of 2025 in the new system. I had hoped to complete this during the third quarter but ill health meant that I didn't have the time to complete that work. It will be done during the fourth quarter.

Many thanks,

June

June Callahan

615-945-7462

**Tennessee Trails Association Inc.
General Fund by Month**

General Fund by Month - 3rd Qtr 2025

	Jul	Aug	Sep	Total
Ordinary Income/Expense				
Income				
Donations				
Donations General	0.00	125.00	1,050.00	1,175.00
Total Donations	0.00	125.00	1,050.00	1,175.00
Memberships				
Family	210.00	315.00	245.00	770.00
Individual	425.00	1,075.00	950.00	2,450.00
Lifetime	0.00	0.00	0.00	0.00
Student	0.00	15.00	-15.00	0.00
Supporting - Family	0.00	0.00	175.00	175.00
Supporting Individual	75.00	50.00	75.00	200.00
Total Memberships	710.00	1,455.00	1,430.00	3,595.00
Other Income				
Bank & CD Interest	16.01	1,832.92	669.65	2,518.58
Total Other Income	16.01	1,832.92	669.65	2,518.58
Total Income	726.01	3,412.92	3,149.65	7,288.58
Total Income	726.01	3,412.92	3,149.65	7,288.58
Expense				
Administrative Expenses				
Reviews - Strategic Planning	0.00	0.00	0.00	0.00
Dues & Subscriptions	0.00	0.00	0.00	0.00
Chapter Allocations	0.00	0.00	0.00	0.00
Insurance				
D&O Liability Insurance	0.00	0.00	0.00	0.00
Liability Insurance	0.00	0.00	0.00	0.00
Total Insurance	0.00	0.00	0.00	0.00
Newsletter Editing	0.00	0.00	0.00	0.00
Merchant Charges	27.90	63.53	55.99	147.42
PO Box & Mailing Supplies	0.00	0.00	0.00	0.00
State & Federal Filing Fees	0.00	0.00	0.00	0.00
Total Administrative Expenses	27.90	63.53	55.99	147.42
Program Expenses				
Awards	0.00	0.00	0.00	0.00
General Fund - Outreach	0.00	0.00	0.00	0.00
Website & Supporting Software	947.52	102.52	171.52	1,221.56
Total Program Expenses	947.52	102.52	171.52	1,221.56
Total Expense	975.42	166.05	227.51	1,368.98
Net Surplus/Deficit	-249.41	3,246.87	2,922.14	5,919.60

**Tennessee Trails Association
General Fund by Quarter
with 2025 Budget**

General Fund by Quarter - Jan - Dec 2025

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	2025 Budget
Ordinary Income/Expense						
Income						
Donations						
Donations General	1,030.00	0.00	1,175.00	0.00	2,205.00	1,200.00
Total Donations	<u>1,030.00</u>	<u>0.00</u>	<u>1,175.00</u>	<u>0.00</u>	<u>2,205.00</u>	<u>1,200.00</u>
Memberships						
Family	1,470.00	1,015.00	770.00	0.00	3,255.00	5,200.00
Individual	3,700.00	1,825.00	2,450.00	0.00	7,975.00	10,800.00
Lifetime - Individual	25.00	12.00	0.00		37.00	25.00
Lifetime - Family			0.00		0.00	
Student	15.00		0.00		15.00	15.00
Supporting - Family	120.00	70.00	175.00	0.00	365.00	260.00
Supporting Individual	250.00	200.00	200.00	0.00	650.00	1,200.00
Total Memberships	<u>5,580.00</u>	<u>3,122.00</u>	<u>3,595.00</u>	<u>0.00</u>	<u>12,297.00</u>	<u>17,500.00</u>
Other Income						
Bank & CD Interest	778.91	48.92	2,518.58	0.00	3,346.41	4,200.00
Total Other Income	<u>778.91</u>	<u>48.92</u>	<u>2,518.58</u>	<u>0.00</u>	<u>3,346.41</u>	<u>4,200.00</u>
Total Income	<u>7,388.91</u>	<u>3,170.92</u>	<u>7,288.58</u>	<u>0.00</u>	<u>17,848.41</u>	<u>22,900.00</u>
Expense						
Administrative Expenses						
Reviews - Strategic Planning	3,000.00		0.00	0.00	3,000.00	12,500.00
Dues & Subscriptions	0.00				0.00	0.00
Chapter Allocations	2,370.00	1,075.00			3,445.00	3,345.00
Insurance						
D&O Liability Insurance	0.00	670.00			670.00	715.00
Liability Insurance	0.00	649.00			649.00	1,155.00
Total Insurance	<u>0.00</u>	<u>1,319.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,319.00</u>	<u>1,870.00</u>
Newsletter Editing	375.00	375.00			750.00	1,500.00
Merchant Charges	217.17	120.08	147.42	0.00	484.67	690.00
PO Box & Mailing Supplies	0.00	244.00			244.00	260.00
State & Federal Filing Fees	70.46				70.46	100.00
Total Administrative Expenses	<u>6,032.63</u>	<u>3,133.08</u>	<u>147.42</u>	<u>0.00</u>	<u>9,313.13</u>	<u>20,265.00</u>
Program Expenses						
Awards			0.00		0.00	200.00
General Fund - Outreach	0.00		0.00		0.00	0.00
Website & Supporting Software	180.50	81.51	1,221.56	0.00	1,483.57	6,039.00
Total Program Expenses	<u>180.50</u>	<u>81.51</u>	<u>1,221.56</u>	<u>0.00</u>	<u>1,483.57</u>	<u>6,239.00</u>
Total Expenses	<u>6,213.13</u>	<u>3,214.59</u>	<u>1,368.98</u>	<u>0.00</u>	<u>10,796.70</u>	<u>26,504.00</u>
Net Surplus/Deficit	<u>1,175.78</u>	<u>-43.67</u>	<u>5,919.60</u>	<u>0.00</u>	<u>7,051.71</u>	<u>-3,604.00</u>

**TENNESSEE TRAILS ASSOCIATION INC
EVAN MEANS GRANT FUND**

Evans Means Grant Fund - by Quarter 2025

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	TOTAL
Ordinary Income/Expense					
Income					
Donations - Donor Directed					
Annual meeting Income	0		0.00	0.00	0.00
Donations, Board Directed	380.00	280.00	460.00	0.00	1,120.00
Total Donations	380.00	280.00	460.00	0.00	1,120.00
Total Income	380.00	280.00	460.00	0.00	1,120.00
Total Income	380.00	280.00	460.00	0.00	1,120.00
Expense					
Program Expenses					
Evan Means Grants Given	0.00	4,652.00	0.00		4,652.00
Total Program Expenses	0.00	4,652.00	0.00	0.00	4,652.00
Total Expense	0.00	4,652.00	0.00	0.00	4,652.00
Net Surplus/Deficit	380.00	-4,372.00	460.00	0.00	-3,532.00
Net Surplus/Deficit	380.00	-4,372.00	460.00	0.00	-3,532.00

Total Funds 30th Jun 2025	31,867.00
Plus 3rd Qtr 2025 Income	460.00
Less 3rd Qtr 2025 Grants Given	0.00
Total Funds 31st Sep 2025	32,327.00
Cash in Hand - In Bank - checking	7,327.00
Cash in Hand - In Bank - money market	5,000.00
Cash in Hand - In Bank CDs	20,000.00
	32,327.00

Tennessee Trails Association Net Worth

Tennessee Trails Association, Inc.
Statement of Net Worth
3rd Qtr 2025

	General <u>Funds</u>	Evan Means <u>Grant Fund</u>	Grand <u>Total</u>
ASSETS:			
Cash in Checking Account	7,199.06	7,327.00	14,526.06
Cash in Money Market	5,162.31	5,000.00	10,162.31
Cash in Edward Jones CD acct	103,205.57	0.00	103,205.57
Cash in Regions CD account	45,659.51	20,000.00	65,659.51
Cash in Stripe Account	202.24	0.00	202.24
TOTAL ASSETS	161,428.69	32,327.00	193,755.69
NET WORTH:			
Net Worth	<u>161,428.69</u>	<u>32,327.00</u>	<u>193,755.69</u>

	3rd Qtr 2025 General <u>Funds</u>	3rd Qtr 2025 Evan Means <u>Grant Fund</u>	3rd Qtr 2025 Grand <u>Total</u>
Net Worth 30th Jun 2025	155,509.09	31,867.00	187,376.09
Revenues for All Accounts	7,288.58	460.00	7,748.58
Expenditures for All Accounts	-1,368.98	0.00	-1,368.98
Addition to PrePaid Dues	0.00		0.00
Net Worth 31st Sep 2025	<u>161,428.69</u>	<u>32,327.00</u>	<u>193,755.69</u>

TTA MEMBERSHIP COMMITTEE REPORT – August 5, 2025

Submitted by Marti Owensby, Membership Director

Committee Members: Jenny Fitzgerald (Sumner Trails), Cheryl Heckler (Plateau), Will Latham (President & Director - East Region), Sara Pollard (Director – Middle Region), Nina Heckler (Director – West Region),

Membership Report October 2025

Attached is the Membership report for 4th Quarter 2025. Please note that the numbers for November of 2024 were recreated based on exports of the database and manual calculation of numbers. See previous membership reports for further explanation.

126 new members joined from Jan 1, 2025 through October 2, 2025 as follows:

Clarksville	22	Nashville	10
Columbia Franklin	9	Plateau	10
East Tn	7	Scenic City	22
Highland Rim	3	Sumner Trails	3
Jackson	6	Upper Cumberland	1
Memphis	11	Unaffiliated	13
Murfreesboro	9		

Membership Committee Updates:

1. **2025 Goal** - Identify those members-only areas of the website that inactive members currently have access to and, working with the Webmaster, develop and implement a solution that corrects it. **Update:** This issue has been resolved.
2. **2025 Goal – Develop a Chapter Chair Guidelines Document** to help with onboarding new Chapter leadership. **Update:** The document has been developed and has been uploaded to the website as approved by the Board.
3. **Printable Membership Application Form on Website** – the form has been uploaded to the website as approved by the Board.
4. **Ongoing Membership Activities** - Continued to address incoming emails with regard to expiring and new members, aided in questions / problem resolution with regard to the membership, and created and sent the monthly membership reports.

Items Needing Board Approval: None

As always, we welcome input from the Board.

Marti Owensby (Scenic City)
Membership Director
423-309-0579 (voice or text)
mlovensby71@gmail.com

Tennessee Trails Association
Communications Committee Report

October 19, 2025

Committee Members

- Sara Pollard – Chair
- Doug Burroughs – Webmaster
- Patty Deen
- Libby Francis – Newsletter Editor
- Mark Hubbard
- Will Latham – Past Communications Committee Chair
- Marti Owensby – Membership Director

Due to scheduling conflicts Jan Lyons has resigned from the committee.

Revised Hiking Handbook is now on the website under the tab “Hikes and Events”. Thanks to Patty Deen and Mark Hubbard for updating it.

The 2025 Annual Meeting registration information has been moved under the “Hikes and Events” tab. It was on the membership page and non-members didn’t have access to it.

New Committee Chair for 2026 is Patty Deen. Current chair Sara Pollard will remain on the committee.

Chris Fitzgerald will be the webmaster in effect January 1, 2026 to replace Doug Burroughs. Doug has been the webmaster for several years and we appreciate his expertise in maintaining our website.

The website review by the committee is complete and minor changes have been made on the website.

The TTA Facebook page now has almost 14,000 followers. Several chapters are posting pictures from hikes to promote TTA.

Evan Means Grant Program – Funding Request

Grant Recipient: Friends of South Cumberland State Park

Date of Request: 8/31/2025

Recipient's Address: Friends of the South Cumberland State Park, P.O. Box 816, Sewanee, Tennessee 37375

Project Overview: This proposal outlines the installation of a staircase on a heavily trafficked section of the Fiery Gizzard Trail in South Cumberland State Park, where hikers currently traverse exposed hemlock roots and rocky terrain. The staircase will provide a safer and more sustainable route for visitors while protecting the delicate root system of a mature hemlock tree critical to the surrounding environment.

Project Goal: The Fiery Gizzard Trail is a popular destination known for its scenic beauty and diverse forest ecology, including mature eastern hemlock trees. One specific section has suffered from significant root exposure and trail widening due to hiker foot traffic. Hikers currently scramble over tree roots and rocks, creating safety hazards for the hikers, as well as damaging the hemlocks critical root zone. Continued impact on the root system could lead to tree stress, decline, or mortality, which could have cascading effects on local wildlife and trail stability. A staircase will mitigate these impacts while maintaining access and safety for hikers.

Project Objectives:

- Improve hiker safety and accessibility on a challenging section of trail
- Support long-term trail sustainability and forest health
- Reduce erosion and minimize further trail widening
- Protect the root system of the mature hemlock tree from soil compaction and further damage

When is the project expected to begin? By early spring 2026

When is the project expected to be completed? Within a month of starting, but no later than May-June 2026. The plan is to have it completed before the peak visitation season at South Cumberland State Park.

What is the total cost of this project from all sources? \$1,369.05

Provide a detailed spending plan for the amount being requested from TTA: See attachment

How many total man-hours will be required for the project? Expected 4 workdays maximum or 4 people x 6 hours x 4 days = 96 volunteer hours.

How many volunteer hours are expected to be used for the project? Expect roughly 96 volunteer hours

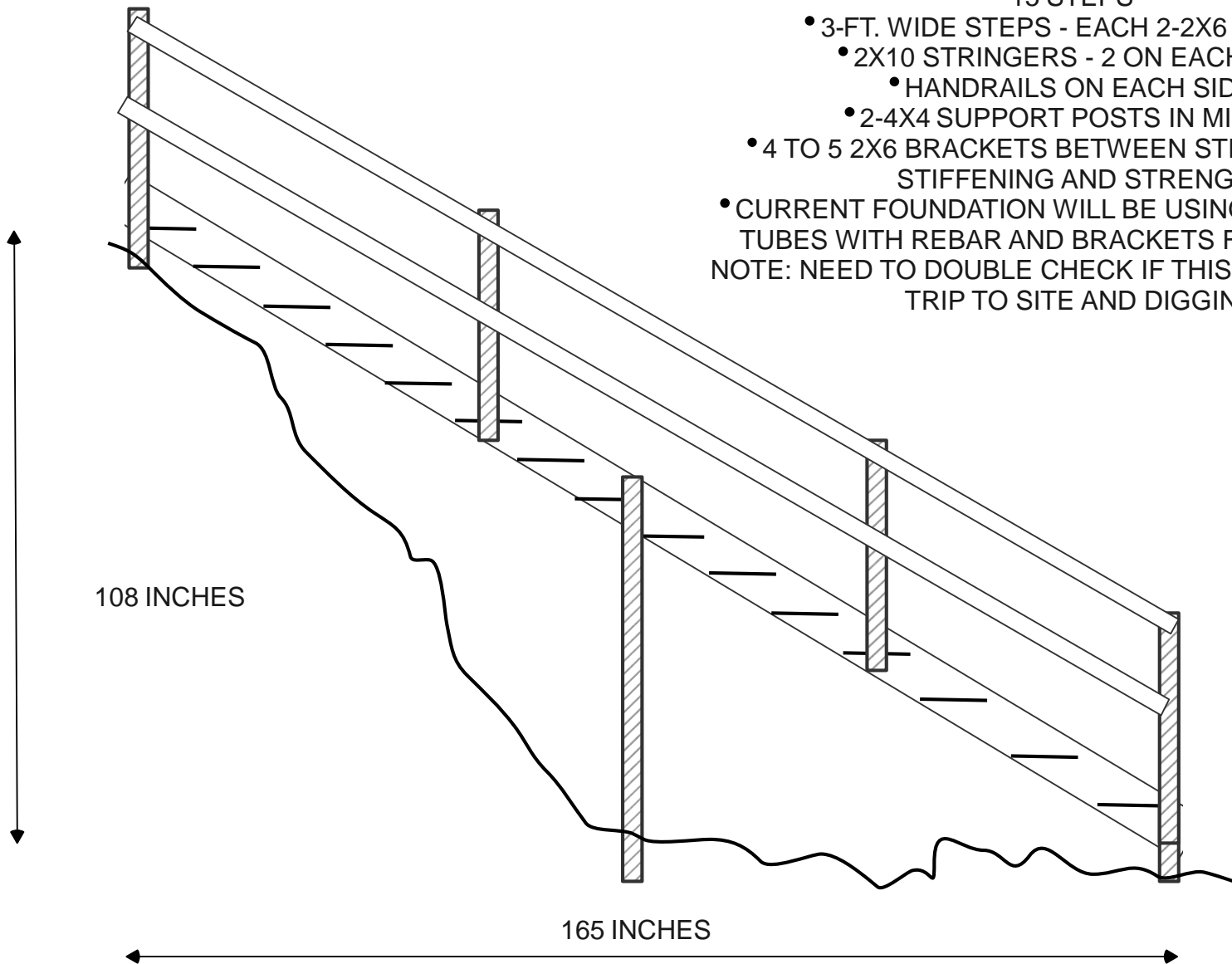
Publicity plans: *In addition, FSC will publicize the generous participation of TTA in this project through its TrailTracker e-newsletter (circulation: 1,900); on its website home page (5,000 monthly unique visits); and on its Facebook page (2,100 followers). We know many TTA members are familiar with the Fiery Gizzard trail and the Black Canyon section, and will greatly appreciate these critical improvements, both for safety reasons, and to make traversing the Fiery Gizzard an easier and more pleasurable hike!*

Grant submitter's name: Hannah Sheley, Park Ranger 2, South Cumberland State Park

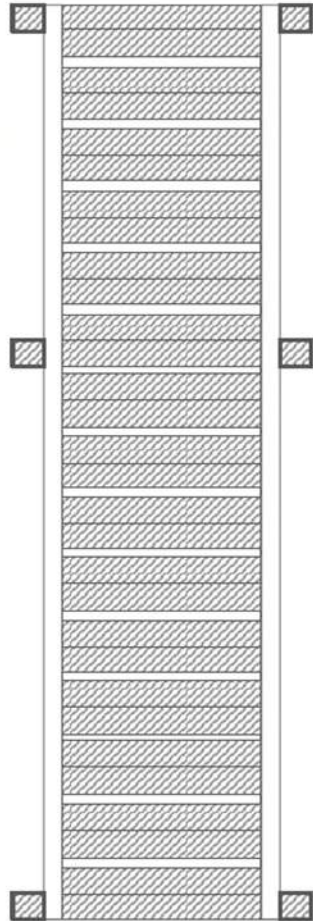
Email: hannah.sheley@tn.gov

Telephone: (931) 691-8780

- 15 STEPS
 - 3-FT. WIDE STEPS - EACH 2-2X6 LUMBER
 - 2X10 STRINGERS - 2 ON EACH SIDE
 - HANDRAILS ON EACH SIDE
 - 2-4X4 SUPPORT POSTS IN MIDDLE
 - 4 TO 5 2X6 BRACKETS BETWEEN STRINGERS FOR STIFFENING AND STRENGTH
 - CURRENT FOUNDATION WILL BE USING 12" CONCRETE TUBES WITH REBAR AND BRACKETS FOR 4X4 POSTS.
- NOTE: NEED TO DOUBLE CHECK IF THIS IS POSSIBLE WITH TRIP TO SITE AND DIGGING.



Fiery Gizzard
Stairs - Top
View



- 15 Stairs
- 2-2x6x3 ft cut each
- 6-6x6 Posts
- 4-2x10 Stringers
- Step Run-11 in.
- Step Rise 6-3/4 in.



Flery Gizzard Stairs Project

Item	Description	Total Needed per Line Item															Cost Each	Total Cost	Weight Each	Total Weight	
		2x4x8	2x6x8	4x4x8	6x6x8	2x8x10	6x6 Post Base	Anchor Bolts	50# Bag Concrete	Tube for Concrete	3" Screws	6" Bolts	1/2" Nuts	3/8 in Rebar	1/2" Washer	Nails for Ties					Board Ties
1	Stringer					4												\$ 20.08	\$ 80.32	29.5	118.0
2	Posts				4													\$ 35.98	\$ 143.92	65.5	262.0
3	Steps		8															\$ 8.28	\$ 66.24	17.9	143.2
4	Ends		1															\$ 8.28	\$ 8.28	17.9	17.9
5	Mid-Brackets		2															\$ 8.28	\$ 16.56	17.9	35.8
6	Angle Braces				2													\$ 11.38	\$ 22.76	26.5	53.0
7	Mid-Braces				4													\$ 11.38	\$ 45.52	26.5	106.0
8	Side Rails	4																\$ 5.08	\$ 20.32	11.4	45.6
9	Rails		4															\$ 8.28	\$ 33.12	17.9	71.6
10	6x6 Post Base						6											\$ 26.28	\$ 157.68	65.5	393.0
11	Anchor Bolts Package (10)							1										\$ 24.98	\$ 24.98		-
12	50# Bag Quickcrete							4										\$ 4.08	\$ 16.32	50.0	200.0
13	12" Concrete Tube								3									\$ 16.77	\$ 50.31		-
14	T25 3" Screws Box									1								\$ 99.98	\$ 99.98		-
15	6" Galv 1/2" Bolts										20							\$ 3.08	\$ 61.60		-
16	6" Galv 1/2" Nuts											20						\$ 0.48	\$ 9.60		-
17	6" Galv 1/2" Washer													40				\$ 0.44	\$ 17.60		-
18	Galv Board Ties															4		\$ 3.28	\$ 13.12		-
19	Posts for Rails				4													\$ 11.38	\$ 45.52	26.5	106.0
20	3/8 in Rebar for Concrete												6					\$ 3.98	\$ 23.88	0.8	4.5
21	Nails for Strong Ties															1		\$ 5.17	\$ 5.17		-
22	Extra 2x6x8 for construction		4															\$ 8.28	\$ 33.12	17.9	71.6
23	Extra 2x4x8 for construction	4																\$ 5.08	\$ 20.32	11.4	45.6
		8	19	10	4	4	6	1	4	3	1	20	20	6	40	4		Subtotal	\$1,016.24		
																	Delivery	\$ 79.00			
																	Subtotal	\$1,095.24			
																	Contingency @ 25%	\$ 273.81			
																	Total	\$1,369.05		1,673.8	

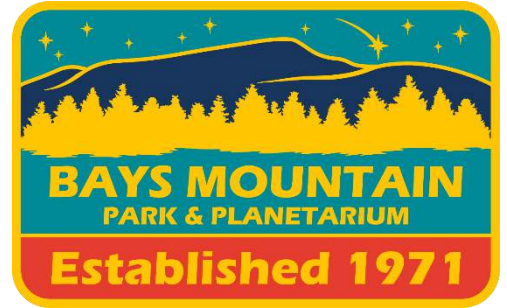
- Notes: 1) No Taxes shown (State Park Purchased)
 2) Estimate Only, need to reconfirm & finalize with another site visit
 3) Don't know/remember if Evan Means Grant allows contingency in request

Fiery Gizzard Stairs Project

Item	Description	Total Needed per Line Item											Cost Each	Total Cost	Weight Each	Total Weight					
		2x4x8	2x6x8	4x4x8	6x6x8	2x8x10	6x6 Post Base	Anchor Bolts	50# Bag Concrete	Tube for Concrete	3" Screws	6" Bolts					1/2" Nuts	3/8 in Rebar	1/2" Washer	Nails for Ties	Board Ties
1	Stringer					4												\$ 20.08	\$ 80.32	29.5	118.0
2	Posts				4													\$ 35.98	\$ 143.92	65.5	262.0
3	Steps		8															\$ 8.28	\$ 66.24	17.9	143.2
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11	Anchor Bolts Package (10)								1									\$ 24.98	\$ 24.98		-
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14	T25 3" Screws Box										1							\$ 99.98	\$ 99.98		-
15	6" Galv 1/2" Bolts										20							\$ 3.08	\$ 61.60		-
16	6" Galv 1/2" Nuts											20						\$ 0.48	\$ 9.60		-
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		8	19	10	4	4	6	1	4	3	1	20	20	6	40		4	Subtotal	\$ 1,016.24		
																	Delivery	\$ 79.00			
																	Subtotal	\$ 1,095.24			
																	Contingency @ 25%	\$ 273.81			
																	Total	\$ 1,369.05		1,673.8	

Notes: 1) No Taxes shown (State Park Purchased)
 2) Estimate Only, need to reconfirm & finalize with another site visit
 3) Don't know/remember if Evan Means Grant allows contingency in request

TTA Evan Means Grant Bays Mountain Park Association



Prepared By

**Bays Mountain Park
Association**
853 Bays Mountain Park Rd.
Kingsport, TN 37660

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EMAIL
LauraEllis@KingsportTN.gov

WEBSITE
<https://www.baysmountain.com/>

Prepared For

Tennessee Trails Association
P.O. Box 41446
Nashville, TN 37204-1446

TTA Grants Committee
ttagrants68@tennesseetrails.org

Dear Tennessee Trails Association,

Bays Mountain Park Association is pleased to submit this request for funding to support critical improvements and restoration to our park's trail system. This grant will allow us to address a much-needed upgrade to our Lakeside Trail boardwalk. This application is seeking \$1,000 in direct funding to rebuild sections of the boardwalk for foot traffic safety concerns. The project will support both public safety and environmental stewardship, aligning directly with your association's mission to promote accessible walking trails for Tennessee's natural lands.

Bays Mountain Park is the largest city-owned park in the state of Tennessee, with over 3,700 acres of nature preserve spanning across two counties, and it sees roughly 200,000 visitors per year. We maintain around 40 miles of walking and biking trails within our property, and trail work is one of our most pressing priorities to uphold the integrity of our landscape while we continue to serve schools, families, and outdoor adventurers throughout the region. We have secured support from the community and our Association in regard to this project.

Thank you for considering our application. We look forward to an opportunity to partner with your association and are happy to provide any additional information.

Sincerely,
Bays Mountain Park Association

Executive Summary

Bays Mountain Park and Planetarium's mission is to preserve the natural and cultural resources of Bays Mountain while offering quality educational and recreational opportunities. The park seeks this funding to replace a deteriorating wooden boardwalk along Lakeside Trail, our most trekked trail within the park. The existing structure, built over a decade ago, is showing significant signs of wear, including sunken planks, weakening infrastructure, and weather damage, presenting safety concerns for hikers.

The proposed project will replace the current aging boardwalk with a durable, low-maintenance structure using sustainable materials designed to withstand heavy foot traffic and weather. This improvement will ensure safe, year-round access to one of our region's most ecologically rich areas, while protecting sensitive ecosystems from foot traffic damage over time. By preserving this vital trail segment, we are able to continue serving our community by connecting park visitors to the beauty and biodiversity of Bays Mountain Park.


Statement of Need

Our Lakeside Trail is one of the most frequently trekked paths within Bays Mountain Park, wrapping 2.5 miles around the historic reservoir. The current boardwalk, constructed in 2012, has exceeded its intended lifespan. Years of exposure to moisture and high foot traffic have resulted in structural instability, splintering wood, and overall safety concerns. Without replacement, the security and usability of this popular trail segment are at risk. In addition, this new and improved boardwalk will extend the life of this section of trail for another 10-15 years.

Methods and Strategies

To achieve our goals, we plan to utilize a team of skilled volunteers working alongside park ranger staff. The new boardwalk will span 75ft long and 3ft wide, built out of heavy weather pressure-treated pine. Each board is 2in x 4in x 8ft - a total of 250 boards for the entire span. The estimated cost of this project is \$5,000, which includes labor costs, materials, and any extra expenses that may arise. Any remaining costs will be covered by our Association.

Because everything will be completed in-house, no costs for third-party contractors or other assisted labor will be necessary. Materials will be hauled in via the park's maintenance vehicles, which can reach the boardwalk from the trail, and all tools and additional equipment will be hiked in by our volunteer team. The planning for this project will take place in the Winter of 2025/2026, and procurement will begin in February of 2026. In total, we expect this project to take approximately 300 man hours to complete, which we are equipped and prepared to complete by the summer of 2026 if these material costs are met.



It is our mission to preserve the natural and cultural resources of Bays Mountain while offering quality educational and recreational opportunities.

Project Budget

Category	Item	Qty	Unit	Unit Cost (\$)	Extended (\$)
Decking	2x4x8' PT boards	275	each	7.5	7.5
Framing	2x8x12' PT sleepers/stringers	19	each	23	23
Framing	2x6x8' PT blocking/rim	12	each	9	9
Foundations	Concrete pavers (pads) 12"x12"	39	each	4	4
Geotextile	Bagged gravel for pads	40	bags	5	5
Fasteners	Woven geotextile fabric roll (3'x300')	1	roll	140	140
Hardware	3" exterior deck screws	6,000	each	0.07	0.07
E&S	HDG angles/structural screws (allowance)	1	lot	300	300
Consumables	Silt fence/wattles & stakes (allowance)	1	lot	250	250
	Subtotal (materials only)				4,273.50
	15% contingency				640.95
	Estimated Total (materials)				4,914.45

Conclusion

Seeing the replacement of our Lakeside Trail boardwalk is a critical investment in the safety, accessibility, and sustainability of Bays Mountain Park. This project will ensure that the next 200,000 visitors to our park will be able to enjoy one of the park's most scenic and traversed trails, while also protecting sensitive marshland habitats from foot traffic. By constructing a durable, low-maintenance boardwalk with weather-resistant materials, we are taking proactive steps to preserve the natural integrity of the park for future generations. These measures will also increase the lifespan of our boardwalk by an expected 10-15 years, thus reducing repetitive maintenance costs.

Bays Mountain Park is well-positioned to complete this project efficiently and responsibly, while using our skilled in-house team and dedicated park volunteers. The requested funding will directly support materials and essential construction needs, maximizing the impact of every dollar received.

We respectfully ask for your partnership in making this vision and reality, so we can securely promote our Lakeside Trail as a safe, accessible, and environmentally sound pathway that connects people with nature, inspires lifelong learning, and enhances the quality of life in our region.



Grantee Name: Tennessee River Gorge Trust (TRGT), a 501(c)(3) entity

Description of the Project and Tennessee River Gorge Trust Involvement

Williams Island resides at the mouth of the Tennessee River Gorge, a few miles downstream from the densely populated City of Chattanooga, and comprises a mosaic of woodlands, grasslands, and wetlands. The island is one of the oldest known sites of human habitation in our region and provides a wildlife-rich and scenic vista for a diversity of recreators. TRGT manages the island on behalf of the State of Tennessee and provides free public access to daily visitors annually via 8 free campsites and 2 composting privies on the island that are connected by half a mile of trails. Importantly, the island's campgrounds are TRGT's most utilized campsites and are occupied nearly every weekend from spring through autumn. Williams Island is an incredibly untapped community resource with abundant opportunities for high-quality outdoor experiences near the heart of downtown. TRGT plans to restore grassland, construct educational signage, and build a pavilion to capitalize on Williams Island's incredible potential for outdoor education and recreation.

Despite the high use of the island, two major hurdles for many outdoor recreationists still exist. Once solved, TRGT expects higher quality public access and even greater public use of Williams Island. First, there are no nearby publicly accessible ramps for recreators to get to the island. To solve this issue, TRGT and the City of Chattanooga are actively working together to open a publicly accessible ramp for non-motorized watercraft directly across the Tennessee River from Williams Island. The design stage of this project is nearly complete, and TRGT is in the process of selecting contractors. TRGT expects to open the ramp to the public before the spring paddling season begins.

Second, the existing trail system is very short and severely limits the public to observe only a small portion of the whole island. TRGT staff has mapped a new trail system through native grassland prairies and woodlands to dramatically increase the hiking area and improve visitor experience. TRGT seeks funding for materials to substantially expand the trail system and develop key portions of a 2.31-mile trail that effectively circumnavigates the island. Specifically, TRGT seeks funding to build a 28-foot boardwalk that bypasses sections highly prone to becoming extremely muddy and a short, 6-foot pedestrian bridge to enable consistent crossing over a creek. TRGT will use effective designs for the boardwalk and bridge taken from previous TRGT projects and use a significant volunteer component to accomplish the project goals.

If funding is approved, TRGT will schedule volunteer days with community partners and begin construction on the boardwalk and bridge. Volunteers will help by assisting in loading materials onto a TRGT boat, transporting the materials to the construction site, and aiding in the construction of the boardwalk and bridge. If, for unexpected reasons, the project is not completed during volunteer days, TRGT staff will finish the remainder of the work. TRGT can

complete the project with only staff labor, as staff constructed the existing 120-foot boardwalk at Pot Point. However, TRGT hopes to work with volunteers on this project as a method to engage the community while completing the project more efficiently.

TRGT anticipates that the project will take approximately 400 total hours of labor, of which 320 will be volunteer hours. Importantly, TRGT has a substantial volunteer base, through both the general public and organizational partners, who are ready and willing to accomplish the project goals.

Budget

The boardwalk and bridge will be constructed using pressure treated lumber, with posts embedded in concrete. Expanded metal sheets will be nailed on the walk surface to prevent slipping. The quote for supplies totals \$1002.23.

Item	Quantity	Cost per Unit	Total Item Cost
2"x8"x12' Pressure Treated Lumber	14	\$10.69	\$149.66
2"x10"x12' Pressure Treated Lumber	2	\$14.77	\$29.54
4"x4"x12' Pressure Treated Lumber	11	\$12.83	\$141.13
Stair Stringers	8	\$20.98	\$167.84
Brackets	32	\$0.98	\$31.36
Concrete Bags (80 lbs.)	36	\$5.91	\$212.76
3' Decking Screws (315 Pack)	2	\$97.47	\$194.94
Expanded Metal Sheets			\$75.00
		Total Cost:	\$1002.23

The construction of the boardwalk and bridge will be completed by volunteers and TRGT staff.

Recognition of TTA Involvement

TRGT will recognize TTA involvement by purchasing and placing signs on the boardwalk and bridge to showcase that TTA funding assisted in the project. Additionally, TRGT will recognize TTA involvement in social media posts, newsletter content, and on the Williams Island webpage.



Location for boardwalk on Williams Island in a low-lying area with seasonal flooding



Completed 120-foot boardwalk at Pot Point in low-lying area



Aerial shot of Williams Island



TRGT leading bird watching on Williams Island



Minutes
Finance Committee
Audit and Risk Management Subcommittee
September 30, 2025

Attendees: Bryan Brand, Subcommittee Chair, Columbia/Franklin
Karen Shoemaker, East Tennessee
Wayne Drown, Sumner Trails
Bob Obohoski, Plateau
Chuck Deen, Highland Rim

Absent: June Callahan, Treasurer

I. Bryan Brand updated the committee:

1. **Status of the legal review:** A document has been developed (Attached) with legally sound language. This would be used as the current form has been, with signatures collected along with emergency contact information on the day of each hike.

i. The waiver language and the form are longer than current. It would be posted on the website (as is the current form).

ii. The top sheet has the waiver language, so all sheets for a given hike must be retained together.

iii. The retention requirement (at least a year) is on the document.

iv. Although minors are legally unable to sign away their rights, nor are legal guardians able to do so on their behalf, they would be included on the same form (no separate form is warranted).

2. **Other recommendations:**

The attorney recommended that the following be explored:

i. Electronic signature capture and management.

ii. Rather than signing for each hike, TTA members could sign annually. This information would have to be captured and managed. Some not-for-profit organizations tie waiver signatures with the annual membership and dues collection process.

II. Discussion:

1. **Annual signatures:** The committee liked the idea of a simpler system for hike leaders, that would make the day of each hike easier, while meeting their need for emergency contact information. Even with an annual process and electronic signature capture, a paper form will be needed for nonmembers and any other exceptions. The TTA website WPFForms software can capture signatures.

More work would be needed to explore how it might integrate with membership and dues payment. It was pointed out that not all members are listed in the database, due to family memberships. Also, Lifetime members do not pay annual dues.

2. Some chapters restrict hikes to 18 and above.

III. Recommendations to Finance Committee and TTA Board

1. The committee voted to recommend the attached Assumption of Risk & Release of Liability Agreement for approval.

Implementation would include:

- i. replacing the form on the TTA website
 - ii. communication with membership
 - iii. reviewing other potentially impacted documents (e.g., Hiking Handbook).
2. Continue exploring the ability to go to an annual signature collection with possible electronic signature capture and management.

Attachment

TRIP NAME _____

CHAPTER _____

TRIP DATE _____

TRIP COORDINATOR _____

ASSUMPTION OF RISK & RELEASE OF LIABILITY AGREEMENT

In consideration for being granted the permission to participate in the outdoor recreational activities offered, organized, or facilitated by the Tennessee Trails Association, Inc. (“TTA”), each undersigned participant acknowledges and agrees as follows:

Assumption of Risk. You acknowledge and recognize that your participation in any and all outdoor recreational activities offered, organized, or facilitated by the Released Parties (as defined below), including, but not limited to, hiking, trail projects, nature walks, group treks, trail navigation, and any related services, or transportation (collectively, the “Activities”), involves certain risks, hazards, and dangers, both known and unknown, including, by way of illustration but not limitation: exposure to infectious diseases or illnesses (including COVID-19); allergic reactions or food poisoning; exposure to extreme or inclement weather; passage on or through bodies of water (including rocks, snags and similar hazards); slips, trips, or falls on uneven or rocky terrain (including wet or unstable surfaces); unmarked and unprotected topographic hazards such as cliffs, ravines, caves, or falling rocks; exposure to poisonous or irritating plants; encounters with wildlife such as black bears, snakes, and stinging insects; dehydration, heat cramps, heat exhaustion, or heat stroke; hypothermia due to cold temperatures or wet clothing; overexertion, fatigue, or physical limitations while on strenuous terrain; and other risks associated with strenuous physical activity. Additional risks may arise from getting lost, becoming separated from the group, or becoming disoriented due to trail complexity; experiencing delayed medical response because of the remote or rugged nature of hike locations; or encountering vandalism, theft, or vehicle break-ins at unattended trailhead parking areas. You understand that some hikes may occur during hunting season, on or near private land, and may expose participants to increased risk. You further acknowledge that failing to comply with trail etiquette—such as leaving the trail without notifying others—may increase danger to yourself or others. You understand that these risks, hazards, and dangers may result in serious bodily injury, death, paralysis, permanent disability or other economic losses. You further understand that accidents or injuries may occur in locations or under circumstances where medical attention is not readily available. You understand that these risks, hazards, and dangers may result from a variety of circumstances including, but not limited to, the use or misuse, failure, or malfunction of equipment; the negligence or inattention of others; failure to follow safety instructions or group protocols; the lack of cell service or inability to summon help in emergency situations; adverse weather conditions; or by the negligent acts or omissions of the Released Parties defined below. You understand that the description of risks herein is not complete and that other risks or events that are known or unknown, may result in serious bodily injury and/or death. You expressly and voluntarily assume all risks associated with such hazards, as well as all other risks associated with or arising from your participation in the Activities, and voluntarily choose to participate in the Activities despite the risks described above.

Release & Indemnification. On behalf of yourself, and any minor child identified below, you release from liability and forever discharge TTA, including each of their officers, directors, agents, insurers, employees, volunteers, representatives, successors and assigns (collectively “**Released Parties**”) from any and all causes of action, suits, claims, and demands of any type or kind whatsoever at law or in equity, whether known or unknown, foreseen or unforeseen, including and without limitation, claims of negligence or claims involving personal, bodily, or mental injury (including death), economic loss, property damage, or any other loss resulting from, arising out of, or in any way connected to your participation in the Activities, including claims that are based in whole or in part by your own actions or inactions of others, or by the negligent acts or omissions of the Released Parties (collectively “**Claims**”). You further promise not to sue any of the Released Parties and agree to defend, hold harmless, and indemnify the Released Parties from any and all Claims asserted, commenced, or threatened against any of the Released Parties.

Application. This Assumption of Risk & Release of Liability (the “**Release**”) shall apply to you, as well as to your assigns, heirs, next of kin, executors and administrators (“**Releasors**”) to the fullest extent permitted by applicable law, and may be pled as a complete bar and defense against any claims. This Release is intended to be as broad and inclusive as is permitted by law and if any portion thereof is held invalid, the remainder shall continue in full legal force and effect. If any of the Releasors takes a legal position contrary to the terms of this Release they shall be responsible for all expenses reasonably incurred by the Released Parties, including attorney’s fees. This Release is entered into in the State of Tennessee and shall be construed in accordance with the laws of the State of Tennessee. Any action at law, suit in equity, or other jurisdictional proceeding arising in connection with this Release shall be instituted only in the courts of Davidson County, Tennessee.

Medical Acknowledgment. You hereby agree, represent, and warrant that: (a) you understand the nature of the Activities, and you are physically and mentally capable of participating in the Activities; (b) you do not have any pre-existing medical condition that could be aggravated by participating in the Activities or aware of any medical conditions that could affect your safety while participating in the Activities; (c) you do not have any other physical or emotional limitation which should preclude participation in the Activities; and (d) you agree to follow all instructions given to you by the TTA’s staff while you are participating in the Activities.

BY SIGNING BELOW, YOU CERTIFY YOU HAVE READ, FULLY UNDERSTAND, AND AGREE TO THE TERMS OF THE TENNESSEE TRAILS ASSOCIATION ASSUMPTION OF RISK & RELEASE OF LIABILITY AGREEMENT ON BEHALF OF YOUR SELF AND ANY MINORS ACCOMPANYING YOU.

Printed Name	Signature	TTA Member? <i>Check if applicable</i>	Emergency Contact Name	Emergency Contact Number	Relationship to Participant

Retention: Hike leaders or Chapter Chairs - please retain this record for at least one year from the date of this hike.

Tennessee Trails Association
President's Report
October 19, 2025

Upper Cumberland

1. Diminished membership and activities:
 - a. Very few of the individuals listed on the Chapter's membership are active or participate in the Chapter (9 total members per TTA website).
 - b. There are no Upper Cumberland Chapter Members who are willing to organize and lead hikes. Any hikes taken or organized to are led by State Park Rangers.
 - c. There may be informally organized hikes/outings from time to time.
 - d. There are no Upper Cumberland Chapter hikes posted to the TTA website or included in the monthly TTA newsletter (since approximately 2021).
 - e. The Plateau Chapter has invited Upper Cumberland to participate in all their hikes/outings (in 2021).
2. Further:
 - a. Cathy Moran, who has served as Chapter Chair for years, is ready to turn the position over to someone else.
 - b. Cathy has also been serving as the Upper Cumberland Chapter Representative on the TTA Board. TTA has a requirement that someone can only serve on the Board for 6 years in succession and then must sit out for a year. Therefore Upper Cumberland will need a new Chapter Representative for 2026.
 - c. The Chapter does not have a Treasurer.
 - d. The Chapter has closed its checking account.
3. There have been attempts to revive the Chapter.
4. All Chapter members were emailed asking them to come forward to serve as leaders of the Chapter.
 - a. Someone to serve as Chapter Chair/Chapter Representative to the Board.
 - b. Someone to serve as Treasurer of the Chapter.
 - c. Told that if no one is interested I would propose to the Board that:
 - i. The Chapter be dissolved.
 - ii. Current members of the Upper Cumberland Chapter will be assigned to a Chapter of their choice or to an Unaffiliated status.
 - d. No responses to volunteer were received.
5. Recommendation – dissolve Chapter.

Leadership:

1. Chapters Representatives
2. Chapter Chairs