

NORTHEASTERN CAVE CONSERVANCY, INC.

Board Minutes

Submitted by Christa Hay

12/09/07 Gallupville, NY 10:00 AM

Meeting called to order at 10:16

1. Introduction and greetings – President Bob Addis
2. Attendance:
Officers: B. Addis, P. Youngbaer, B. Folsom, C. Hay
Trustees: J. Armstrong, M. Chu, P. Haberland, A. Hicks, V. Kappler, J. Siemion, M. Warner.
3. Absent with Proxy: Chuck Porter for David Lyons
4. Absent without proxy: Bob Simmons
5. Nominating Committee Chairman Mike Martuscello announces the results of the Officers' election search. (Attachment A-1)
6. Addis moved to convene a meeting of the Trustees to elect Officers. Vince Kappler will preside over the elections as Chairman of the Trustees and will report.
2nd by Kappler.
Passed unanimously
7. Officers are seated.
8. President's Report – Bob Addis- Attachment A (attachments are at end of minutes)
9. Vice President's Report –Peter Youngbaer – Attachment B
10. Treasurer's Report –Bill Folsom - Attachment C
11. Secretary's Report – Christa Hay
 - Wrote a response letter to CSP concerning their issue with possible trespassing in parts of Beckers Cave. Received a response back from CSP – Bob wrote the next letter stating we would inform the caving community that the part of Beckers under CSP land is closed. Hopefully the matter is settled to their liking.
 - Helped with some NCC business on the preserves (Knox and Ella Armstrong).
 - I will be contacting more Committees to keep up on any outstanding issues as directed by the EC.
 - Please note for future meetings: when I send out for report request or questions please do not ignore the emails. I would like reports due on time. I think a month's time is plenty for people to get back to me. All committees need to reply; even a "nothing to report" is acceptable. Thanks in advance.
 - Electronic Votes:
Simmons moved that the research proposal: "Investigation of winter temperatures in Knox Cave, Albany County NY" submitted by Joe Armstrong and Al Hicks be approved and that the Science Coordinator be directed to prepare and post a written approval as required under the Research Policy.
2nd by Youngbaer
For - Rest, Abstained - Armstrong
Passed
 - Summary of EC board meeting in Vermont – Attachment D
12. Science Committee – Larry Davis – no report received
 - *Schoharie, Gage, Knox, Hailes got hit hard by bat mortality. Joe Installed data loggers in Gage, Schoharie and Knox. Al had a poster that was presented at the ?? ... What is the difference between the caves that had bats die and the caves that did not have bat deaths.. Can the problem be transported between caves and animals...possibility of closing caves or also possibility of eradicating the colony if there are problems.. Waiting for more information on the fungus that was found on the bats. Fungus did not kill them directly. Maybe warding off the infection they used up all their energy and died. So desperate that they moved to the front of the cave or even outside to get food.*

13. Acquisitions Committee Report –Chuck Porter
 - Progress continues towards acquisition of Merlins Cave (formerly XTC and then Belknap cave) in Columbia County, NY. In October we hired an appraiser who valued the property at \$2500/acre; the owner and I agreed on preserve boundaries encompassing roughly 34 acres; and the owner is asking for \$85,750 for the parcel. We have made contacts with the Columbia Land Conservancy and hope that they will be able to assist us in reaching this goal. We also plan to conduct a bat survey early in 2008 and the results of that may lead to additional support if threatened or endangered species are found hibernating there. The neighboring landowner has verbally offered to give us parking space on his land near the deeded walking access route. A motion to purchase this property will be introduced at this (Dec. 9) meeting.
14. Bylaws Committee Report – Joe Levinson
 - I have made updates to the board manual.
15. Conservation Committee Report - Joe Armstrong
 - Nothing really, hoping to continue on the Baugh Cave clean-up once the hunting season is over, and get it finished off.
16. Publications/Publicity Committee Report - Christa Hay
 - Status quo
17. Fundraising Committee Report - Alan Traino
 - Nothing to report
 - Bill F. report at meeting: we need to look for a grant writer especially for the larger acquisitions that are coming up.
18. Office Committee Report – Emily Davis / Mike Warner
 - *Problems:* The business season has become a bit hectic. I am not able to produce office reports as often as I would like.
Progress: We are gearing up to send out tax letters the first week of January. We are working on an updated special use data base so that the Special Use Committee can send out a spring letter if they wish to do so.
Plans: The office will be closed from January 8 to the 29th.
19. Knox Cave Preserve Report – Emily Davis/Jay Siemion
 - *Problems:* None
Progress: Joe Armstrong and Al Hicks are working on the science project. Joe will report on this himself.
Plans: We are still planning on putting up some signs at the sinkhole and around the property.
Information: We gave permission for our neighbors to hunt on the property. They have placed some no hunting signs at strategic places as there have been some neighborhood problems with hunters without permission in the area. Thanksgiving day and the morning after there was a car parked in the parking lot. When we checked we found recent trash including single use heat packs that were still warm. The car was gone.

Additions from Jay: I have ordered the property boundary markers, so hopefully this will help keep people from hunting on the property without permission in the future. Two signs with Knox specific wording on visitation guidelines are finished and will be put up at the cave entrance and near the parking area.
20. Onesquethaw Cave Preserve Report – Thom Engel
 - Nothing to report regarding Onesquethaw. Changing area will be done next year.
21. Sellecks Karst Preserve Report – Jason Siemion – no report received
22. Clarksville Preserve Report – Mike Chu, Thom Engel, Chuck Porter – no report received
23. Ella Armstrong Preserve Report – Joe Armstrong
 - The kiosk is finished off. I have talked to the landowner of Ven Fliets, (Lawton) and hope to have an estimate on the driveway soon. Work hopefully to be done this year.
24. Education Committee Report – David Lyons
 - The Education Chair attended the "Thacher Park Days" in October of this year. During this event, the karst groundwater hydrology model was utilized to demonstrate the properties of karst watersheds vs. typical non-karstified watersheds. Many families, groups, and individuals stopped by the NCC booth

to witness these displays, and some quite were surprised at how karst areas react to contaminant injections. This model was also used at an informal meeting of the Biogeochemistry Department at State University of New York's College of Environmental Science and Forestry, again to show some basic differences in watershed contaminant handling.

25. Membership Report – Sean Ryan – no report received

26. Website Subcommittee Report – Mike Chu

- The 2yr website hosting contract with Brinkster expires in December 2007. With all the small problems that we have had with Brinkster over the last two years, I wanted to switch to a new hosting company. I have had an account at 1and1.com for 5+ years now, without a single problem.

This account has plenty of excess capacity to host the NCC website, so I decided in late November to initiate the switch, since sometimes it takes up to a few weeks to complete the process. To my surprise, the switch from Brinkster to 1and1.com was complete in just a few days, and finished without a hitch.

This switch allowed me to move a more reliable company and also switch the website database over to a mysql backend instead of a MS Access one, which generally works better with PHP (my preferred scripting language). With the mysql database, we can now use the phpMyAdmin interface software to interface with the database online. It is a fairly user friendly, excel-like database front end, similar to the existing "spreadsheet" mode of the website interface but much more powerful well tested to be bug free.

You can find a link to on the database resources page, or directly at <http://www.necaveconservancy.org/phpMyAdmin> . The existing login information should work on this as well.

In my opinion this interface is a good replacement for the existing software that I wrote for adding, deleting, and modifying membership information. One can also do simple and complex searches for information such as members from a given date, last names that start with "B", etc. It also allows for the edit/deletion of multiple entries at a time.

I had to re-enter all the email aliases with the new host. The new email system is a bit better than Brinkster's, with the ability to have automatic spam filtering if one wants it and also the ability to have an email address be both an alias and an actual address, instead of one or the other.

If you have any questions, please let me know.

27. Land Trust Liaison Committee Report – Jon Allison

- Still working with MHLC to get the easement placed on the Gregory Entrance. Progress is very slow.

28. Legal Committee Report – Dan Werner

- I'll be leaving the Northeast some time next Spring, and things will be nuts between now and then, so I'd like to pass the torch on my Legal Committee chairmanship to someone else. Please accept my resignation. You are all doing amazing work.

29. Special and Group Use Coordinators –Amy Cox – Attachment E

30. Financial and Investments Committee – Joe Levinson

- I have plotted the various mutual funds against each other and some market indices, DJI & S&P500. Our mutual funds basically track each other and the market with in a few percent. I still believe it is in our best interest to keep our funds for long term growth with the foundation, since we are a very small investor, and would not have access to similar investments through other channels at such a low price.

31. Volunteer Value Committee – Vince Kappler

- *Progress:* VV totals to date: 11,186 miles, and 1100 hours of work for a total value of \$23,000.00.

The hours of work performed by members is about 60% below this time last year. I think this is partly due to fewer large work projects undertaken by the conservancy and partly due to some members maintaining a personal log of volunteer activities with the intention of submitting the hours toward the end of the calendar year. Submitting data en mass is not a problem for me but

it does give the impression that we have “slowed down” when I report lower totals in my quarterly reports.

I wrote a short article for the newsletter and sent it to Mike Chu.

I sent a short overview of NCC volunteer activities to Scott Fee, NSS Fund Raising Chairman. He requested input for the Combined Federal Campaign (CFC) application he was working on. The CFC is one of the largest sources of donations to the NSS.

The web page to submit hours, http://www.necaveconservancy.org/add_vv.php is working very well and some members are using it regularly. I encourage all Officers, Committee Chairs and Property Managers to check it out.

Plans: I will continue to collect data and maintain totals of the hours, mileage, and expenses members contribute to NCC projects.

I will send periodic VV reminders to the membership, monitor data collection, and try to answer questions as they come up.

Problems: None at this time

32. Ad hoc Committee – Surprise Cave – Bob Simmons – no report received
33. Ad hoc Committee- Tory’s Cave – Bob Simmons – no report received
34. Ad hoc committee - Acquisition Policy - Chuck Porter, Peter Youngbaer, Jay Siemion – Motion on the agenda.
35. Addis moves to open the Committee of the Whole. The Vice President will preside. Items can be entered as new business.
2nd by Porter
Passed unanimously
 - Youngbaer - Scientific Research – clarification of approval letter – Peter Y wrote up a template on the research letter of agreement. Preserve managers should have some say as to what is appropriate for the properties...Should we follow NSS procedure on future research policy?
 - Hay - BSA – policy for numbers allowed on a trip. Can have two tour permits - that’s what Amy has done before. The BSA will need to follow their rules...12 can be in a group at one time with a signed tour permit.
 - Chu - Poster printing/ordering issues – right now can do the few request on “personal” plotters
 - Kappler - NSS thought about divesting their preserves. Generated a lot of discussion at the board meeting. NSS thinking of creating foundations for the preserves. We can get on discussion lists to give our opinion.
 - Beckers Fund overview
36. Youngbaer moved to close the Committee of the Whole.
2nd by Folsom
Passed unanimously
37. Hay moved to accept the minutes of the September 9, 2007 meeting.
2nd by Chu
Passed unanimously
38. Hay moved to thank Dan Werner for his years of work as the Chair of the Legal Committee.
2nd by Folsom
Passed unanimously
39. Youngbaer moved to appoint Mark Seltzer as the Chair of the Legal Committee.
2nd by Siemion
Passed unanimously
40. Folsom moved to accept the 2008 Budget as attached in the Treasurer’s report (Attachment C as revised on 12/07/2007).
2nd by Porter
For –Rest Abstained - Folsom
Passed

41. Hay moved that the NCC be a co-sponsor for the Karst Water Institute Dinner on March 29, 2008 at SUNY-Cobleskill.
2nd by Youngbaer
Passed unanimously
42. Siemion moved to replace the existing Cave and Karst Acquisition Policy, Appendix XI, with the new Cave and Karst Acquisition Policy - Attachment F.
2nd by Youngbaer
Passed unanimously
43. Informational Point: President establishes the ad hoc Merlins Cave Committee. Chuck Porter will be the Chairman.
44. Folsom moved the management plan for Merlins Cave (formerly known as XTC Cave), Columbia County, NY is approved.
2nd by Chu
Passed unanimously
45. Folsom moved the Northeastern Cave Conservancy enter into a contract with Michael Belknap and Martha Burke-Hennessy to purchase Merlins Cave (formerly known as XTC Cave) in Columbia County, NY and the surrounding property of approximately 34 acres for \$85,750.00. A deposit of ~~\$1,000.00~~ \$2,500.00 may be made at the time of the signing of the purchase contract by both parties.
Up to \$4000 is authorized for closing fees.
Up to \$1000.00 to hire a lawyer to perform the closing.
Up to \$5000 to hire a surveyor to survey the property.

2nd by Warner

Warner moved to amend up to \$2,500.00 for the deposit.
2nd by Porter

Passed unanimously (as amended)
46. Warner moved the NCC, Inc agrees to be a named sponsor of the planned 2009 International Congress of Speleology field trip titled # 71 Caving in New York: The National Speleological Society and Northeastern Cave Conservancy Inc. Preserves
2nd by Youngbaer
For – Rest Abstained- Warner
Passed
47. Youngbaer moved that Attachment G becomes part of Appendix VII, Research Policy and Procedure.
2nd by Hicks
Passed unanimously
48. Addis moved that the next NCC Board meeting will be held on March 30, 2008 at 10:00 am at Gallupville House.
2nd by Armstrong
Passed unanimously
49. Informational Point: Executive committee meeting will be held on March 2, 2008 at 10:00 in Kerhonkson.
50. Addis moved to thank Gallupville House for the use of their building for the meeting.
2nd by Chu
Passed unanimously
51. Addis moved to adjourn.
2nd by Armstrong
Passed unanimously

Meeting adjourned at 1:29

Attachment A
PRESIDENT'S REPORT
12/09/2007
Robert Addis

I don't seem to have much to report at this time although I assure people that I have been busy with NCC business. A significant part of my business has been my involvement with the Acquisition Chair on work for Merlins Cave (Formerly known as XTC Cave). This has been very exciting work for Chuck and me for a number of reasons. First of all, Merlins is a truly outstanding cave, a newly discovered marble cave of significant length. One knowledgeable caver ranked it as one of the top three marble caves in the United States! Whether that statement is true or not begs the question; Merlins is still a remarkable cave and one that has been offered to the NCC. I can't wait to visit the cave when it is permitted.

The second part of this exciting challenge is the fundraising. This will be twice as large as any previous NCC acquisition so it will mandate new methods, new resources. Chuck and I have expectations of cooperation with the Columbia Land Conservancy (CLC), the land trust who will hold a conservation easement on the parcel. We are hopeful that the CLC will introduce us to some fund raisers and fund raising methods that we haven't used in the past. I see this aspect as our greatest challenge; this truly represents growth on the NCC's part.

One other area of the pleasant acquisitions work I so enjoy was the researching of ownership of Novemberkill Cave, Albany County, NY as part of the Hailes Cave System and therefore part of our new relationship with the Thatcher State Park. Novemberkill you may recall as a small stream resurgence proven to be the low water flow route of the stream in Hailes Cave and a possible area to modify passage in an effort to prevent sudden flooding in Hailes and the resultant killing of the endangered Indiana bats. Hailes is clearly owned by the Park but Novemberkill's ownership is in question. My first attempts to contact the owner of record disclosed that he had died and the property had sold. Finding the new owner(s) has proved to be more difficult since there is corporate sheltering taking place.

Attachment B
Vice President's Report
For Dec. 9, 2007
Peter Youngbaer

It never ceases to amaze me how many e-mails circulate among the board, executive committee, and NCC members between meetings. It is not unusual for 20 a day – and, looking back over 2007, there were literally only six days without some NCC e-mail.

Since our last Board meeting, many of these communications have dealt with the Becker's Cave situation. As the VP, I've worked many long hours with the other EC members preparing grant documents, participating in phone calls, and writing summaries to help with fundraising. We've also had to respond to the legal communications sent out by the Administrative Law Judge and the other parties, including reading extremely lengthy documents – sometimes over 70 pages long. At all times, I have urged us to analyze and respond using our own talents, and those donated by others, rather than incurring additional legal expense. However, some communications require legal counsel, whether we like it or not. The New York regulatory process requires parties to communicate through their attorneys. This is extremely time-consuming, yet I remain convinced our work is appropriate and narrowly focused. It is unfortunate that, for the most part, we are in a reactive position, awaiting the actions of others.

Many other communications have involved the potential acquisition of Merlin's Cave (formerly Belknap's or XTC). Draft management plans, the appraisal process, and negotiations and potential fundraising have all been the subject of a lot of discussion. Kudos to Chuck Porter for the successful appraisal and for moving the process forward.

Similarly, discussions with NYDEC over Surprise Cave, Tory's Cave in Connecticut, and our own Acquisitions Policy have taken up my time.

Along with Jon Allison, we have been nudging the MHLC forward regarding the Gregory's easement at Clarksville. I am disappointed that we have not brought that to conclusion yet, but again, the actions of others are somewhat beyond our control.

One major push I have been working on is jump-starting the discussions with the Vermont office of The Nature Conservancy over the management plan for the Mount Aeolus Bat Cave. Several of the Vermont cavers had suggested various approaches, and at the last EC meeting (held in Rutland, VT), we decided that Peter Quick's idea of involving Al Hicks was worth pursuing. Graciously, Al took up the challenge following my briefing. Over the past few days, there has been a flurry of e-mail exchanges between Al, myself, Scott Darling (Vt. ANR bat biologist) and Susi vanOettingen (USFW). I've sent all of them the history and drafts of the management plan, the visitation plan, and the proposed MOU between TNC and the NCC. These documents are all over a year old, but they will serve to get us all on the same page again and moving forward. Scott and Susi indicated they would like to get a conference call together after Jan. 1, with an eye toward completing the plan and arrangements so that the cave can open again this coming summer. I hope we can discuss this situation briefly at the Dec. 9 Board meeting.

Finally, as VP and member of the Executive Committee, we get a ton of e-mails concerning much more mundane, though important, things like office reports, questions about our website, accounting procedures, budget development, recruiting for officers and committee positions, policy questions (such as our first-time use of the Science/research application), and much more. I welcome questions and feedback.

Attachment C
Treasurer's Report

28 November 2007

Current Account Balances

Checking accounts (as of 11/28/07):	\$ 5,346.51
Money market (as of 11/28/07):	\$17,474.96
National Speleological Society fund (as of 9/30/07):	<u>\$46,126.29</u>
Total:	\$68,947.76*

2007/2008 Budgets

See attached Summary Sheet below. Full spreadsheet with detail worksheets was emailed to Board 11/28/07. A motion to approve the 2008 Budget is included as New Business.

Income Taxes status

The financial discrepancy noted previously, discovered while doing the NCC's 2006 federal taxes, has been resolved. \$10,000 of the previously reported \$11,085 discrepancy was due to double-counting funds transferred from our local bank account to our NSF investment fund account at the end of 2005. Additionally, \$723 in investment appreciation of the funds kept with the NSF was not recorded properly on the 2005 return due to differing tax year-ends (the NCC uses calendar year, NSF ends year end of March 31st). The rest of the discrepancy (\$362) was due to differences in how the taxes were calculated.

Signed, completed forms were mailed in to the IRS before the November 15th extension deadline. Copies sent via email to the NCC Board also.

Thanks so much to Ayzha Wolf, Met Grotto Treasurer (and bookkeeper by profession), who unmasked the errors, and completed an Amended 2005 return (where the error was found) as well as completed the 2006 return. Ayzha now has all the NCC financial data in Quickbooks, so this type of mistake should not happen in the future.

* Includes \$6,290 in Restricted Funds, although \$750 of that will go into General Funds if not used for Becker's Legal Defense

11/28/2007

	FY06 Budget	FY06 Actual	FY07 Budget	FY07 Actual YTD	FY08 Budget
Ordinary Revenue					
Membership	\$ 3,235.00	\$ 3,030.00	\$ 3,360.00	\$ 2,780.00	\$ 2,910.00
Donations	\$ 2,700.00	\$ 5,740.83	\$ 7,681.00	\$ 5,547.49	\$ 6,200.00
Promotional items	\$ -	\$ 905.17	\$ 900.00	\$ 196.00	\$ 200.00
Investment earnings	\$ 40.00	\$ 104.66	\$ 100.00	\$ 193.86	\$ 200.00
Total Ordinary Revenue	\$ 5,975.00	\$ 9,780.66	\$ 12,041.00	\$ 8,717.35	\$ 9,510.00
Restricted Funds				\$ 6,340.00	\$ 6,340.00
Ordinary Expenses					
Acquisitions	\$ -	\$ -	\$ -	\$ 325.00	\$ 1,000.00
Conservation	\$ 375.00	\$ 351.46	\$ 500.00	\$ -	\$ 300.00
Donations	\$ -	\$ 100.00	\$ 100.00	\$ 200.00	\$ 200.00
Education	\$ 100.00	\$ -	\$ 800.00	\$ 755.00	\$ 150.00
Executive					
President	\$ 50.00	\$ 71.10	\$ 150.00	\$ 30.53	\$ 200.00
VP	\$ 50.00	\$ -	\$ 50.00	\$ 42.02	\$ 50.00
Treasurer	\$ 50.00	\$ -	\$ 1,000.00	\$ 40.00	\$ 100.00
Secretary	\$ 50.00	\$ 53.99	\$ 50.00	\$ 59.28	\$ 50.00
	\$ 200.00	\$ 125.09	\$ 1,250.00	\$ 171.83	\$ 400.00
Legal					\$ 2,000.00
Misc expenses	\$ 415.00	\$ 29.87	\$ 5,046.00	\$ 7,765.42	\$ 100.00
Office/petty cash	\$ 150.00	\$ 135.79	\$ 160.00	\$ 36.00	\$ 150.00
Preserves					
Clarksville	\$ 1,100.00	\$ 876.10	\$ 1,200.00	\$ 443.26	\$ 900.00
Ella Armstrong	\$ 1,200.00	\$ 18.09	\$ 1,100.00	\$ -	\$ 1,100.00
Knox	\$ 200.00	\$ 30.55	\$ 200.00	\$ -	\$ 175.00
Onesquehew	\$ 250.00	\$ -	\$ 250.00	\$ -	\$ 250.00
Sellecks	\$ 100.00	\$ 5.00	\$ 250.00	\$ -	\$ 225.00
	\$ 2,850.00	\$ 929.74	\$ 3,000.00	\$ 443.26	\$ 2,650.00
Promotional/Fundraising	\$ 900.00	\$ 646.55	\$ 900.00	\$ 45.96	\$ 900.00
Publishing					
Mailings	\$ 208.32	\$ 141.36	\$ 200.00	\$ 91.38	\$ 300.00
Website	\$ 60.00	\$ 111.80	\$ -	\$ -	\$ 120.00
	\$ 268.32	\$ 253.16	\$ 200.00	\$ 91.38	\$ 420.00
Total Ordinary Expenses	\$ 5,258.32	\$ 2,571.66	\$ 11,956.00	\$ 9,925.23	\$ 8,270.00
In-Kind Revenue					
Material/Supplies	\$ -	\$ -	\$ -	\$ 2,253.39	\$ -
Volunteer value	\$ -	\$ 29,955.00	\$ -	\$ 17,895.00	\$ -
Total In-Kind Revenue	\$ -	\$ 29,955.00	\$ -	\$ 20,148.39	\$ -
In-Kind Expenses					
Material/Supplies	\$ -	\$ -	\$ -	\$ 2,253.39	\$ -
Volunteer value	\$ -	\$ 29,955.00	\$ -	\$ 17,895.00	\$ -
Total In-Kind Expenses	\$ -	\$ 29,955.00	\$ -	\$ 20,148.39	\$ -
Net In-Kind Operating		\$0.00		\$0.00	
Net Operating	\$ 716.68	\$ 7,209.00	\$ 85.00	\$ (1,207.88)	\$ 1,240.00

Attachment D
Northeastern Cave Conservancy, Inc
Executive Committee Board Meeting Minutes
Submitted by Christa Hay
11/04/2007 Rutland, VT

Meeting called to order at 10:15 a.m.

Attendance: B. Addis, P. Youngbaer, B. Folsom, C. Hay, C. Porter, R. Pingree

General Discussions: (action items)

- Becker Cave closing letter to John Holmes, counsel to CSP, NCC sent request to Northeastern Caver that the back half under CSP property is closed.
- BSA national policy – Christa contacted national on the numbers that can show up to the cave. They are guidelines only...tour permit is the final answer – up to our 15. Christa will email the info to Amy and the Clarksville managers. Also get back to the Boy Scout leader that wrote to the NCC
- Belknap- need a name for it, owners do not want their names on it, XTC – some worried about drug connotation but it is named for a band. Maybe Rattlesnake Mountain Cave? Chuck – will have a name by the Board meeting. Chuck will forward me some info to forward to the Board. Biology survey is happening on Wed November 7th, and then Bob and Chuck meeting with CLC that night. Chuck contacted Al Hicks to do bat count- training for this at Knox, Gage and Schoharie, Folsom to have motion at December board meeting for the purchase of Belknap - up to \$85,750.00.
- Bat Study – electronic vote passed - Joe Armstrong and Al Hicks - data loggers are going into caves Peter will write motion for Appendix to the research proposal to include the signing of legal document and what is involved in that.
- Budget – Bill reviewed 2008 Budget that will be voted on at December board meeting.
- Taxes – 2006 taxes are complete and Bill will send in by 11/15/2007 and once filed send to the Board
- Need to push on finishing driveway at Ella Armstrong and the management plan, need to push on changing station at Onesquethawl. Christa to push on these.
- Christa to do an inventory on promotional items
- Acquisition policy – Chuck, Jay, Peter. Jay worked on the Acquisition policy – waiting on some comments from Peter. Will have a motion for the December board meeting.
- Legal Chair – Mark Seltzer –Christa will contact Mark to see if he really wants the chair. Thanks to Dan Werner at the next board meeting.
- Land Trust Liaison – work continuing on Gregory Entrance, need to work in the future on relationships with other Land Trust organizations.
- Membership Chair – Sean Ryan would like to step down need to find a new one. R. Pingree thinking of it. Peter – we need Outreach Packet to explain who the NCC is to help get more members....institutional members etc.
- Beckers Cave –Town and SOS have sent in paperwork that has asked to reopen the issue briefing, un-grandfather the old mine, CSP wrote a letter stating that they are within all issue to stop now.
- Mount Aeolus Bat Cave – 9months ago discussion with Rose., they have a new director – Robert Klein, urging us to go over the head of the local right to the national. Peter wrote a 2 page letter to the new director invited him to this meeting. Management plan has not been completed. Frustration on all parts. Peter to talk to Al Hicks then to talk to Scott Darling...bat scientist to bat scientist.
- Maidstone Cave-cleanup on 11/18 by VCA
- Surprise Cave – adopt a national Research application? What is the status of the paperwork? Bob to call Bob Simmons.
- Torys Cave – what has happened since the last meeting? Bob to call Bob Simmons on this.
- Kenez Fund – good for CT publicity for Tory cave.
- NCC/NRO – email list? We were approached as to if we should have one list. They should be two separate lists.
- Hailes Cave – continued work? November Kill – need to find owner.
- Board Manual –Christa to update all the old information. The Board manual needs some edits.
- NCC to co-sponsor the KWI dinner – March 2008. Motion at the board meeting

Meeting adjourned at 1:05 p.m.

**Northeastern Cave Conservancy Group Use Coordinator
Report to the Board
December 2007
Submitted by Amy Cox**

Summary Points for Sept-Dec 2007 time period:

General:

- BSA/GS usage appears to be heavier in spring and fall.
- Working with office committee to build database for 2nd annual procedure reminder letter

Clarksville:

- When summer camp usage is excluded, average monthly use by groups averages out to 10-15 groups per month (see chart).
- 6 days had all 4+ reservation slots filled
 - Two were Saturdays in November with 4 separate groups per day
 - Two were schools which requested all 4 slots on one weekday
 - Two were overbooked (with permission) by a single school (Friday-Saturday combo)

Schoharie

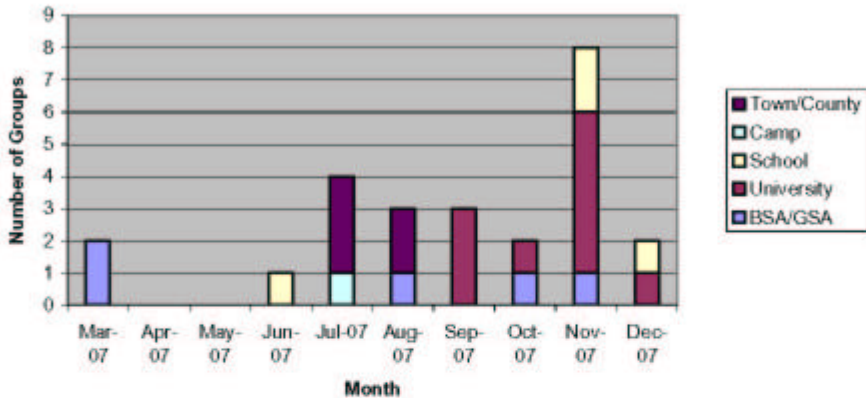
- After Knox closure on October 15, usage shifts to this cave
- Significant College/University use in fall by Geology & Outdoor Ed classes – Colgate by far the primary user. Others include SUNY New Paltz, Skidmore, Cornell

Definitions of Group Types:

BSA/GSA	boy scout and girl scout groups
University	any university sponsored program whether for college-age groups, teachers, or youth camps
School	middle and high schools, many tend to be magnet schools. Some are private.
Camp	private summer camps
Town/County	municipal-sponsored summer camps and youth programs
Pay	any cave for pay group, some would otherwise qualify for other categories such as GSA, BSA, camps, etc.
Other	any other organization

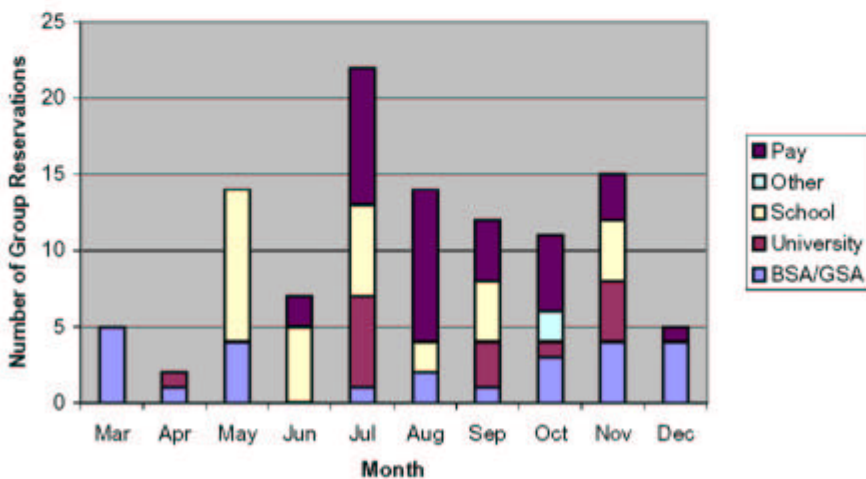
Schoharie Group Use 2007*

*as of Nov 29, 2007 with December reservations received to date



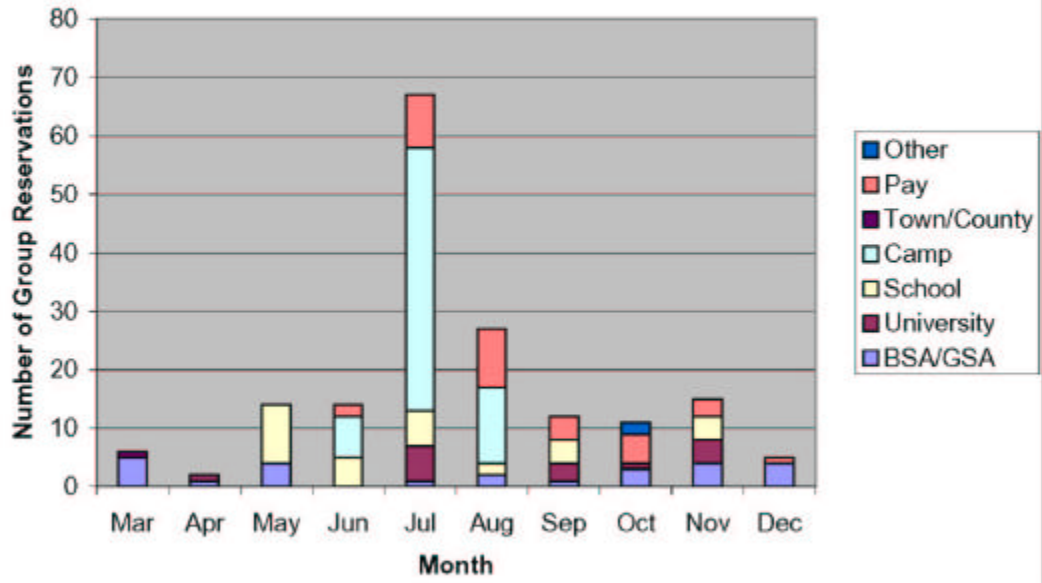
Clarksville Group Usage as of Nov 29, 2007 *

*with December reservations received to date
excluding June-Aug summer camp use



Clarksville Group Usage as of Nov 29, 2007 *

*with December reservations received to date



Clarksville Usage Summary							
Month	BSA/GSA	University	School	Other	Pay	Town/Cour	Camp
Mar-07	5						
Apr-07	1	1					
May-07	4		10				
Jun-07			5		2		7
Jul-07	1	6	6		9	14	45
Aug-07	2		2		10	2	13
Sep-07	1	3	4		4		
Oct-07	3	1	*27	2	5	1	
Nov-07	4	4	4		3		
Dec-07	4				1		
Schoharie Usage Summary							
Month	BSA/GSA	University	School	Camp	Town/County		
Mar-07	2						
Apr-07							
May-07							
Jun-07			1				
Jul-07					1	3	
Aug-07	1					2	
Sep-07		3					
Oct-07	1	1					
Nov-07	1	5	2				
Dec-07		1	1				
Gage Usage Summary							
Month	BSA/GSA	University	School	Camp	Town/County		
Apr-07		1					
May-07							
Jun-07							
Jul-07					1		
Aug-07							
Sep-07		3					
Oct-07							
Nov-07		1	1				
Knox Usage Summary							
Month	BSA/GSA	University	School	Camp	Town/Cour	Pay	Other
Jun-07							
Jul-07					8	3	
Aug-07	1				2	1	
Sep-07							
Oct-07	2						
Onesquethaw Usage Summary							
Month	BSA/GSA	University	School	Camp	Town/County		
Jul-07					1		
Aug-07						1	
Sep-07							
Oct-07	1	1					
Nov-07							

Attachment F

Proposed- CAVE AND KARST ACQUISITION POLICY

Overview:

The NCC Board of Directors (Board) shall consider acquiring properties that contain caves, cave entrances, or significant karst features when acquisition proposals and management plans are presented that are in line with the mission statement of the NCC. A cave purchase is a significant commitment of resources, which makes a very visible statement about the NCC's values and the significance of the cave properties to be acquired.

Developing proposals:

Proposals and management plans will include information and rationale as described in this policy and Appendix XII, "Writing a Cave Management Plan".

Proposals will be submitted to the Board by the Acquisitions Chair or a delegate there of.

The Following questions should be answered within an acquisition proposal:

Significance - Does the property to be acquired meet the NCC's mission statement? "The NCC is a not-for-profit corporation committed to the conservation, study, management, and acquisition of caves and karst areas having significant *geological, hydrological, biological, recreational, historical, or aesthetic* features." The proposal should state which of these mission statement objectives (highlighted in italics) are met by the property.

Consequences of No Action - Is there a negative consequence to the NCC taking no action to protect the property?

Method of Protection - Will the property be purchased, leased, donated, or managed by the NCC for another party?

Cost - What will the purchase cost the NCC? An appraisal should be done on the property in order to know the fair market value of the property. Are there any resources that could be sold to recoup some of the cost of the property or any portion of it which could be sold off? Will there be any ongoing operational costs?

Survey - Will a professional survey of the property need to be done?

Liability - Determine the Conservancy's liability under the recreation use and landowner protection statutes of the state where the property is located. Are there any physical hazards on the property which could increase liability? Any hazardous waste? Old garbage dumps that will need to be attended to?

Funding - Does the NCC currently have enough funds to make the purchase or will there need to be fundraising?

Title – Is there a clean title to the property? Title insurance should be purchased for all potential land purchases.

Management Plan – A management plan should accompany the proposal as described in Appendix XII, "Writing a Cave Management Plan".

Research Letter of Agreement Template

When the NCC Board of Trustees approves a research project, a Research Letter of Agreement shall be signed by (The President; or The Science Coordinator) and the research applicants, and dated. The letter should reference the Research Application, and also the NCC Research Policy (Attachment H), and they should both be attached to the Letter of Agreement. Any specific conditions the Board feels necessary should be included in the Research Letter of Agreement.

Example

The Board of Directors of the Northeastern Cave Conservancy (NCC) hereby approves the research project entitled _____, which is attached and hereby incorporated into this Agreement. The researcher(s), by signing below, indicate they will abide by the project proposal as described in the attached project, and with the research policy (Attachment H), also attached and incorporated into this agreement.

Researchers shall provide a copy of any and all reports to the NCC, including the final project report and any published versions.

The Research Project is approved with the following conditions:

(NONE)

Or

1. (sample) researchers shall report on statistics to the Science Coordinator every 6 months, beginning in April.

The NCC reserves the right to end the research project if there is any violation of the agreement by the researchers, or if some other circumstance requires it to protect our resource.

Signed (President or Science Coordinator) Signed (Researcher(s))

Date _____

Date _____