

NORTHEASTERN CAVE CONSERVANCY, INC.

Final Board Meeting Minutes

12/08/01, Speleobooks, Sheldon Rd., Schoharie, NY

Meeting called to order at 1:03pm

1. Introduction and greetings – President Bob Addis
2. Attendance:
Executive Officers: B. Addis, B. Folsom, J. Levinson, C. Hay
Trustees: J. Allison, C. Cantello (arrived 2:00), V. Kappler, E. Lucas, S. McLuckie (arrived 1:15), P. Murphy, T. Rider, M. Warner
3. Addis moved to convene a meeting of the Trustees to elect Officers. Ed Lucas will preside over the elections as Chairman of the Trustees and will report. The new Officers will be seated at this time.
2nd by Allison
Passed unanimously

Due to no other nominations the existing Officers were elected to the same positions:
President – B. Addis
Vice President – B. Folsom
Treasurer – J. Levinson
Secretary – C. Hay
4. President's Report – Bob Addis – written -Attachment A. (found at end of document)
5. Vice President's Report – Bill Folsom – written- Attachment B.
6. Treasurer's Report – Joe Levinson – written - Attachment C.
7. Secretary's Report – Christa Hay –written - Attachment D.
8. Acquisitions Committee Report – Chuck Porter – Oral by Bob Addis
 - a. Regular contacts with South Bethlehem.
 - b. Church & Wagon Wheel – will make an offer on the 14 acres in January.
 - c. Trustees have requested a tour of the property – will contact owner.
9. Knox Cave Preserve Report – Emily Davis – Oral
 - a. Bat count on December 10th by Al Hicks (DEC) – last one was 10 years prior
 - b. Thom Engel reported that the posted signs had been removed – he replaced the signs.
 - c. Camps using the Knox cave this past summer, supplying certificates of insurance.
10. Onesquethaw Cave Preserve Report – Thom Engel - Oral.
 - a. Regular trips being conducted on weekly schedule.
 - b. Very dry this year – County has only released water once.
 - c. Neighbor mows part of the lawn.
11. Publications Committee Report – Kevin O'Classen – Absent- No Report.
12. Website Subcommittee Report – Bill Folsom -Oral.
 - a. Minutes, reports and newsletters are being loaded in a timely fashion.

13. Office Committee Report – Mike Warner – Oral by Emily Davis.
 - a. Donations notes will go out but help is needed for timely delivery.
 - b. 130 total members – 13 (+/-) need to pay to continue membership.
 - c. Deposit sheet for booth created to credit donations.
14. Land Trust Liaison Committee Report – Mike Warner – No Report.
15. Legal Committee Report – Dan Werner- Absent – No Report.
16. Addis moved to open the Committee of the Whole. The Vice President will preside.
2nd by Levinson
Passed unanimously
 - a. Thom Engel – issues on Geo-Caching – some areas the buckets (final destination) are being put in caves. The coordinates of the caves are given to the public that is involved with Geo-caching.
 - b. Paul Murphy – offering a field trip of his property (170 acres in Schoharie County).
 - c. Bill Folsom – ask for volunteers for Fund Raising, Publicity, Nominating Committees.
 - d. Trustees would like minutes of Executive Meetings to be emailed to them.
 - e. Fund raising issue for 2002 – especially at NSS convention
 - f. Idea to set up a web page for volunteers for the NCC at the NSS convention.
17. The Vice President moved to close the Committee of the Whole. Items from this meeting will be introduced as new business.
2nd by Allison
Passed unanimously
18. Hay moved to accept the minutes of the September 8, 2001 meeting.
2nd by Allison
Passed unanimously
19. Levinson moved to approve the budget as revised in the treasurer's report.
2nd by Kappler
Passed unanimously
20. Lucas moved that the NCC spend up to \$175.00 for 500 stickers through the Speleobooks account.
2nd by Allison
Passed unanimously

The following (2) motions are in regards to the possible changes in the purchase of the Ward's property. See Presidents report.
21. McLuckie moved to accept the contract signed by the Wards.
2nd by Lucas
Passed unanimously

22. Kappler moved to authorize the Executive Committee to continue to negotiate for practical access to the Sellecks property, including line adjustments.
2nd by Levinson
Passed unanimously
23. Addis moved that the Officers will conduct an Executive Committee meeting on February 9th at 10:30 am location to be announced.
2nd by Levinson
For – Rest, Abstained – Rider
Passed
24. Addis moved that the next NCC Board meeting will be held on March 9th at 1:00pm. Location to be announced- but trying for someplace near the Church & Wagon Wheel property.
2nd by Levinson
Passed unanimously
25. Addis moved that Speleobooks and its staff be thanked for their generous donation of facilities.
2nd by Rider
Passed unanimously
26. Addis moved to adjourn.
2nd by Levinson
Passed unanimously

Meeting adjourned at 3:32pm.

Attachment A
PRESIDENT'S REPORT

12/08/01

Permit me to start by saying that this past quarter has been one of highs, lows, and uncertainties, even as I write this at the eleventh hour. However, the level of the NCC's activity has been most encouraging and volunteerism at an all time high. This is the "pay" that the Trustees and the Officers receive, and it has been rewarding. I will mention events and highlight some committee work in which I have participated.

Sept. 11 Chuck Porter & myself attended the preliminary hear for the Town of Carlisle Planning Board concerning the Sellecks purchase.

Sept. 15-16, Fall NRO. Elsewhere you can learn of the exact amount of fund raising that we did, but it was substantial. Many people helped (including Christa Hay's dinner preparations the week before since she was sent to the WTC disaster with FEMA from 9/15 to 10/26). Worth mentioning was the volunteers who helped cast 12 concrete survey markers for our future property acquisitions.

Sept. 22 – Four (or six?) of us placed 5 concrete monuments in corners for the Sellecks property. That's hard work – digging a 6-8" hole 3+feet into the karst soil!

Oct. & Nov. – Surveying and courthouse research by Joanne Darcy Crum.

Dec. 2 – I walked the property near Levy's Cave with the northern owner, Richard Rogers. He stated that he didn't want to own Levy's Cave and once the surveyors determine the property lines, "we can work something out".

Dec. 3-7 – Several conversations with the surveyor concerning the northern property line between Ward & Rogers strongly suggests that transactions in the 1930's and in 1828 removed 9 & 4 acres, respectively from the Ward's property and onto the Rogers. Unfortunately, this is where we want access. Fortunately, I think we can work something out with Rogers for access and get Levy's. Unfortunately, we have to make a new application to the T/Carlisle Planning Board, thus delaying the purchase a few months. This land deal can better be explained with a rough sketch that I will hand out @ 12/8 meeting.

Dec. 8, 5 pm– I hope to have a meeting with the surveyor & the Ward's to discuss the old courthouse records & their property lines.

FUND RAISING COMMITTEE – We know of our successes @ OTR & the Fall NRO, but the 10/26 Brooks BBQ resulted in a loss of \$53 despite the efforts of 14 volunteers. I am contacting Brooks to talk about this, but we won't want to do this next year. This was truly a surprise, a real disappointment.

ACQUISITIONS COMMITTEE – Chuck Porter reports no new news on South Bethlehem Cave.

Expect to hear of an offer on Church & Wagon Wheel around 1/2/02, and fund raising thereafter. Roland Vinyard, a caver & appraiser, is assisting.

Attachment B
Vice President's Report

12/8/01

Selleck's: A Met Grotto trip in late October led by Scott Sala found no bats in the cave at all. All humanly navigable passages were checked.

Decals: I emailed Diana Emerson regarding printing our logo black on reflective silver on 9/29/01, including an electronic version of the logo. No response has been rec'd. At the Exec Board meeting on 11/10/01, Bob lent me a Pepline catalog of Emily's. This company cannot do reflective silver, but could do black on white circular vinyl stickers.

Alternate t-shirt vendors: I have prices paid for Spring 99 NRO t-shirts, from Screen-it Limited in Troy. Price was \$5.25/shirt plus \$15 set-up for 36-71 shirts. Emily also passed along a vendor she uses, Roberts Screen Printing.

Credit Card Application: In late October, Bob asked me if I would take over completing the application for us to begin accepting donations via credit cards. The vendor we had decided upon was Northern Merchant Services. Once in receipt of the paperwork, I followed up on completing it with the Board's help. As of this writing, there are 2 outstanding pieces required, a copy of our Not-for-Profit Certificate and an audited financial statement. Since we do not possess the latter, it is hoped a copy of the IRS 990EZ will suffice. There is also a 4-page "fine-print" agreement that I feel we should pass by legal representation so as not to entangle ourselves unnecessarily.

Attachment C
Treasurers Report
For
The Northeastern Cave Conservancy, Inc.
8-Dec-01

As of 8-Dec-01 we have over 100 paid members. In addition, at the last accounting, we had assets in excess of \$8120.00 being held by the National Speleological Foundation. We currently have \$15,253.77 towards the purchase of Sellecks. We also have a contract with the Wards in regard to the purchase and are currently waiting for final approval from the Carlisle Planning Board to go ahead with the purchase. We received a grant from the National Speleological Foundation of \$2,000 towards Sellecks which is reflected in the above amount. We are also currently awaiting \$2,000 from American Express, which should be sent to us some time this month. We also have assets in our bank account totaling \$2230.23, not including the above amount for the Sellecks purchase.

Attached is a proposed budget for the next calendar year (2002).

Respectively submitted,

Joe E. Levinson

Attachment D
Secretary's Report

12/8/01

Fall NRO Dinner: The menu was chili, cornbread, green salad, brownies, fruit cup and lemonade. Did the shopping and partial preparation of the meal and got Bob all setup to take the meal over. Turned over management to Bob. Thanks to everyone for helping on this one. It was hectic trying to get everything ready for the meal and for the trip to NY for the disaster.

Brooks BBQ: Once again turned over management to Bob while I was gone. Great to hear the numbers of volunteers that turned out. Unfortunately the profit was not there. I had issues about the October date but was told by Brooks that they have no problems with BBQ's in the fall. Was this false advertising by Brooks? Possibility of contacting them.

T-shirt vendor: I have contacted Shipmates/Printmates and will be taking several examples of our t-shirts back to them and then we can discuss the ink issue.

Fund Raising Issues This coming year we will need to be thinking of fund raising events since we will not be hosting NRO dinners. I have emailed Peter Jones on the possibility of doing a dinner and/or a 50/50 at convention. Right now these are just thoughts but with the possibility of Church & Wagon Wheel we need to be doing some thinking.

Description	<u>Budget for 2002</u>			Income				
	Actual From 2001	Fund						
Knox Property	\$ 25.00	Taxes	Preserve	Regular Members	52	\$ 15.00	\$ 780.00	
Onesquathaw Property	\$ 25.00	\$ -	Preserve	Family Members	4	\$ 5.00	\$ 20.00	
Selects Property	\$ 600.00	N/A	Preserve & General	Student Members	1	\$ 10.00	\$ 10.00	
Office Expense	\$ 10.00	\$ -	Mailing & Office	Benefactors	11	\$ 50.00	\$ 550.00	
Office of the President	\$ 10.00	\$ -	Mailing & Office	Institutional Members	6	\$ 100.00	\$ 600.00	
Office of the Vice President	\$ 10.00	\$ -	Mailing & Office	Symbolic Devices		\$ 200.00	\$ 200.00	
Office of the Treasurer	\$ 10.00	\$ -	Mailing & Office				\$2,160.00	
Office of the Secretary	\$ 10.00	\$ -	Mailing & Office					
Web Site	\$ 15.00	\$ -	Mailing & Office					
Mailings (4 Newsletter, 1 Election)	\$ 300.00	\$ 101.68	Mailing & Office					
Legal Fees	\$ 100.00	\$ -	Legal					
Promotional Items	\$ 500.00	\$ 464.87	General					
Petty Cash	\$ 25.00	\$ 20.00	Mailing & Office					
Total	\$ 1,640.00	\$ 586.55						

Mailings	Price per Unit	Number	Total
Copying	\$ 0.05	600	\$ 30.00
Postage	\$ 0.34	85	\$ 28.90
			\$ 58.90