

NORTHEASTERN CAVE CONSERVANCY, INC.

Minutes

December 4, 2016 10:00 AM Speleobooks, Schoharie NY

Management Plan Review Schedule

March 2017 Bentleys
June 2017 Clarksville
September 2017 Ella Armstrong
December 2017 Knox
March 2018 Merlins
March 2018 Spider
June 2018 Onesquethaw
September 2018 Sellecks
December 2018 Bensons

Meeting called to order at 10:12

1. Introduction and greetings – Bob Addis
2. Attendance
Officers: B. Addis, V. Kappler, B. Folsom, C. Hay
Trustees: M. Chu, T. Engel, M. Berger, M. Ingalls A. Traino, T. Rider, P. Rubin, J. Morris-Siegel, C. Young
3. Nominating Committee: Officer Elections for 2017 – Bob Simmons has been nominated to serve as Vice President.
4. Addis moves to convene a meeting of the trustees to elect officers. Morris-Siegel will preside over the elections as Chairman of the Trustees and will report.
2nd by Traino
For: All
Passed

Trustees go into closed session at 10:20 and exit closed session at 1:15. Morris –Siegel reports:

- B. Addis is reappointed President
- B. Simmons is appointed Vice President
- V. Kappler has been appointed interim Secretary
- B. Folsom is reappointed Treasurer

Addis moves to thank V. Kappler for his service as Vice President.

2nd by Chu
For: All
Passed

Berger moves to thank Christa Hay for her fifteen plus years of service as Secretary.

2nd by Traino
For: All
Passed

Return to regular meeting at 1:30

5. Absent with Proxy - NA
6. Absent without Proxy –NA

Addis moves to suspend the agenda and take up item 16.

2nd by Traino
For: All
Passed

16. Berger moves the Bensons Management plan is approved as submitted to the Board on Nov. 28, 2016.

2nd by Engel
For: Abstain Simmons. Rest: For
Passed

7. President's Report – Bob Addis- Attachment A
8. Vice President's Report –Vince Kappler – Attachment B
9. Treasurer's Report –Bill Folsom - Attachment C
10. Secretary's Report – Christa Hay - Attachment D

11. Addis moves to open the Committee of the Whole. The Vice President will preside. Items can be entered as new business.

2nd by Traino

For: All

Passed

- Engel- Do we need to have a list of emergency contact numbers for preserve managers? There was general agreement that maintaining an emergency contact list would be a good practice. Contact information would not be posted on any public forum but may be shared with local law enforcement and rescue agencies.
- Engel- Should the NCC formally offer to the NSS to manage the three NSS preserves in Schoharie County? This is prompted by the NSS decision to eliminate the Northeast Caves Fund. This means that donations can be used for any NSS preserve. The NSS AVP has said you can specify a cave, but I am not sure how this would actually work. And by her own account, she and the treasurer would be free to move money around to different preserves as needed.
- Berger - Overview of the Terrafirma application and discussion of the policies that the NCC needs to have in place in order to qualify for the most favorable application fees.
- Berger – The Knox Preserve Manager received a request for a permit to use Knox Cave as the site for an NCRC seminar on May 6/7, 2017. The date requested is before the opening date permitted by the Management Plan. The board recommended that the NCRC use another site to avoid disturbing any bats that may be in the cave.
- Traino – Discussion of potential liability exposure when offering advice about a preserve. Ex: how far can/should we go when checking vertical competence and gear; are we at risk if we suggest rigging methods or routes through the cave? Topics were wide ranging and thought provoking with a concern for balancing our liability exposure vs. offering pertinent safety recommendations and information on how to maximize the cave experience. No formal recommendations were made but managers are encouraged to use their best judgment when asked for advice or if they observe a troublesome situation.
- Rubin – Shared notice from the Delaware Riverkeeper Association about a gas pipeline construction consortium's pending application for a 50 year "take" permit.
- Rubin – Suggest we should consider approaching traditional conservancies that hold karst lands. They may be interested in or have need for our expertise.
- Young – the NYS Conservation Partnership Program Grant for reimbursement of Spider Cave acquisition expenses has been submitted.

12. Chu moves to close the Committee of the Whole.

2nd by Berger

For: All

Passed

13. Addis moves to accept the minutes of the October 2, 2016 board meeting.

2nd by Engel

Abstain: Ingalls and Simmons. For: Rest

Passed

14. Folsom moves that the NCC accept the 2017 Budget as amended at the December 2016 Board meeting.

2nd Simmons

For: All

Passed

15. Folsom moves: The Northeastern Cave Conservancy shall establish a Life Membership Fund with the National Speleological Foundation and deposit all funds collected for Life Memberships into this newly created fund.

2nd by Simmons

For: All

Passed

16. Folsom moves: The NCC Treasurer is authorized to work with representatives of the NSF to update the NCC-NSF Contract.

2nd by Morris-Siegel

For: All

Passed

17. Engel moves: The NCC President is authorized to contact the NSS Preserves Committee about the possibility of the NCC managing the NSS Preserves located in Schoharie.

2nd: Berger

Abstain: Simmons. For: Rest

Passed

18. Berger moves: Appendix G - NCC Records Retention Policy (Act 24-77) is amended to append the following paragraph:

All records described above, except for financial records and bank statements, are considered to be the NCC's minimum irreplaceable documents. In addition to the original copy of each of these minimum irreplaceable documents, an additional copy shall be stored at a location selected by the Office Committee. The secondary storage location for each document need not be the same, and may be electronic, but under no circumstances may it be on the same premises as the original document. The Office Committee shall apprise the Board where the second copy of irreplaceable documents may be found.

2nd by Morris-Siegel
For: All
Passed

19. Berger moves: The Violations Resolution Policy, as amended at this meeting, is adopted as a policy of the NCC.

2nd by Traino.
For: All
Passed

20. Informational Point: Executive committee meeting will be January 22, 2017 in Kerhonkson.

21. Informational Point: Next board meeting will be March 5, 2017 at 10:00 – location TBD.

22. Addis moves the NCC summer board meeting will be June 11, 2017 at 10:00 – location TBA.

2nd by Morris-Siegel
For: All
Passed

23. Addis moves to thank Emily and Mike for hosting the meeting.

2nd by Engel
For: All
Passed

24. Addis moves to adjourn.

2nd by Chu
For: All
Passed

Meeting adjourned at 5:00

Attachment A President's Report

We are winding down the year and many of our caves are closed, but you can see our committee heads are actively planning for next season. Overall, the Preserves look very good and the results of the stewardship are showing.

Exciting news covered in the Vice President's report comes from the new Visitor's Center at Thacher Park. Much of the outside of the building is done and the interior is well along with two cave-related exhibits. Look for a spring or summer opening. And stay tuned to see how the NCC can interact with the visitors. We will need more volunteer involvement.

CAVE PRESERVES:

Bensons

Progress: Visited the property on 11/09. Boundary and trail were walked and nothing found to be out of place. One permit was issued during NRO weekend bringing the total for the year to 15, with 2 going unused. The cave has been closed since 10/1 and DEC closure signs were posted previously at both the pit and walk-in entrances.

Issues: No issues of note since the last report. There were plenty of leaves on the ground and no signs of disturbance around the entrances or trail on 11/09.

Plans: I'll plan to make at least one more visit to the property during the winter when we've had a good snow pack for a while to check for signs of visitors. I've been talking about a gate for the right-of-way and

additional trash cleanup in the sinkhole near the trail for a while now which I intend to get serious about after this winter.

Bentleys - No Report Received

Jonah Spivak has agreed to continue with the Preserve Committee in April 2017, Q2.

Clarksville

The DEC closure signs have been posted. There is one by Gregorys, Wards, on the kiosk, and on the changing area.

Ella Armstrong

Progress: The preserve has been inspected many times over the last 3 months, With all property boundaries checked . Everything looks to be in great shape at the preserve. Cleaning of the entrance sink may continue over the winter months, with continued improvements to the entrance. All trails are clear and very well mowed as is the parking lot. All bolts in the cave have been checked and look to be in good shape. And closure signs have been placed at the Kiosk and at the Cave entrance,

Problems: There are still a few fallen trees and a few dead trees near the entrance sinkhole I will be removing soon. . I would also like to clear up some of the fallen logs on the property.

Plans:

1. Continued cleanup of the sinkhole.
2. Remove dead trees near the entrance.
3. Kiosk roof will be replaced sometime over the winter
4. Continued monitoring for trash along roadside.

Knox

Progress:

- o DEC signs were posted.
- o Surface checkups have happened, and indicated no problems so far during the closed season.

Issues:

- o We still have not resolved the major damage issue discussed at the last several meetings.
- o There's still a rope at the Great Divide of unknown age/origin.
- o There's a bunch of poison ivy, and possibly poison parsnip along the trail. Thom and I have had two planned dates to check these out in detail, but both have been thwarted by weather, and now that snow has started, this will likely have to happen after the weather warms and plants begin to grow again.

Plans:

- o Periodic property inspection during the winter season.
- o Possible graffiti removal in Knox, and investigation of methods, once we reopen.
- o Remediation of the damage at Crossbones.
- o Addition of trail markers and re-posting of property.
- o Boundary marking.
- o Removal of the Great Divide rope.
- o Investigation of troublesome plant species with Thom after winter.

Merlins

It has been a very quiet fall at the Merlins Preserve. I have made two visits to the property to hang the cave closed signs and to walk to preserve. There is still some ATV use on the preserve trails but it appears to be light. Otherwise there seemed to be little or no other use of the property

For year, we need to find some NO ATV signs to hang where the ATV trail enters the preserve. Also next year we are planning on blazing and painting the preserve boundaries. One thing to consider is adding a cave register somewhere in the entrance passage of Merlins Cave. When I was in the cave this fall there had recently been people in the cave, however we had issued no permits for the cave. A register may give an idea of how often people visit the cave without permits

Onesquethaw

The DEC closure sign has been posted. Have had only one request for entry since October 1.

I am working on posters for the kiosk and expect to have these by the spring. I have discussed with Bill Folsom the idea of having a QR code on the poster that would point to the Onesquethaw Preserve page on the NCC's website.

Sellecks

Progress: Preserve is in very nice shape. Trails are clear and well-marked. Kiosk is also in good shape. Cave has been well visited this quarter. The preserve has seen a lot of action this fall. With some help from cavers, the parking lot and trails have been mowed and cleared. As is the kiosk area. All property boundaries and trails have been checked. Everything is in good shape for the only NCC preserve open.

Problems: The trail near the kiosk which is normally muddy is now dry, this would be a good time to place some large flat rocks in the muddy spots.

This was addressed and is now much better

There is a wasp nest in the kiosk.

This was addressed

Plans:

1 Continued monitoring for trash along roadside over the winter.

Spider

Progress:

Since September, I have only received one inquiry about access and directions to the cave via email.

Problems:

None to report.

Plans:

The signboard is still planned for installation by spring 2017.

OTHER COMMITTEES:

Acquisitions

Being on vacation in Sept-Oct I was unable to participate in final negotiations for the proposed [REDACTED] preserve, and thank Jacob Morris-Siegel for stepping in to do that. Bob Addis, Jacob and I worked hard to land what we felt was a most worthy preserve, but it just didn't happen. After scoring nine NCC preserves, this one fell through. Jacob is in no way to blame for this -- quite the contrary. We will continue to keep in contact with the owners and hope for eventual success.

Nominating

I have run requests for nominations in the newsletter and the various local caver Facebook pages, as well. To date, I have received no nominations for the officer's positions. As of this writing three of the four sitting officers have indicated they would stand for another term. The Vice President has indicated he would like to step back this time and is not running.

I have been asked by multiple people to consider running for the VP position and have decided that I will do so.

Risk Management

Progress:

=====

o Discussed TerraFirma with the Board at the last meeting, worked with the Treasurer on related items for the coming year's budget, and working on motions for this meeting to allow us to file our application for membership.

Issues:

=====

o None.

Plans:

=====

- o Assemble the rest of the Committee membership.
- o Pick up other issues that were in-progress with the former ad-hoc committee.
- o Investigate a quote for Directors & Officers insurance.
- o File or assist with our Terrafirma application subsequent to this meeting.

Torys ad hoc

The cave was closed this past summer due to the identification of two CT Endangered bat species during the winter survey and the emergence acoustic monitoring this last spring. We had a meeting on September 26th, with Weantinoge Heritage Land Trust and CT DEEP Wildlife to go over issues, CT DEEP is seeking funding to install a gate at the cave and do longer term studies on the bat recovery there. No decision as yet as to whether the cave will reopen for visitation next summer.

Norm Berg has had a visitation monitoring device deployed all summer; report of the findings is pending.

40th Anniversary Ad hoc committee

I have asked Emily Davis to be on the committee and we have been starting on a list.

Attachment B Vice President's Report

EC Meeting

The EC met at Bill's home on November 6 at 10 AM. The meeting lasted for about 2 hours. The 2017 Budget, the President's end of year letter to the membership, and initiating personnel reviews were the main topics.

I volunteered to personalize the President's letter and send a hard copy to all Life Member households. Forty-five letters were mailed before Thanksgiving.

The idea to request the Trustees start an annual review process, beginning with the officers, was discussed at length. Eventually a consensus emerged that a review process would be beneficial to the volunteer and the board. I was tasked to draft a proposal to initiate the process with the officers being the first group of participants. The proposal was sent to the Trustees on November 15. Going forward, if the personal interviews prove beneficial it could be expanded to include committee chairs and candidates for open positions. Eventually, some type of evaluation tool (self-evaluation, performance matrix, or other) may be adopted for use by the Trustees.

Other

The ad hoc Bat Committee suggested and the EC agreed that we should have a clear and uniform announcement about cave closures on the web site. To that end, I prepared additional announcements that have been posted on each preserve's main page and the preserve management plans that did not have the closure dates were edited to include them. The updates were completed about the middle of October.

VP Committee Reports

Bylaws, Education, Science, Special Use, Surprise Cave, and Thacher Park Committees are assigned to the VP. Reports are included below as received with VP comments or additional information in *italics*.

Bylaws Committee

Joe Levinson, Chairman

I have nothing new to report since the last time.

Education Committee

Thom Engel, Chairman

I have received the first announcement of SAGE, the STEM event held at Shenendehowa.

Science Committee

R. Laurence Davis, Ph.D, Chairman

No report received; Larry is out of the country during this reporting cycle.

I received an email from Dr. Espinasa advising the Science Committee that his article on research on Clarksville Cave crustaceans was published in the October 2016 issue of Subterranean Biology. Dr. Espinasa thanked us for our support and added "Without it, this research would have never happened. Thank you again!" We have permission to link the paper to our web site and Mike created a link within the Clarksville Research Section to:

http://www.necaveconservancy.org/files/research/2014_Clarksville-DNA.pdf

Special Use Committee

Thom Engel, Chairman

A final report for 2016, like previous years, will be done and distributed after the first of the year. This year post-closure requests have been greatly reduced. The chef reports that a group in a bus did show up, geared up but didn't enter the cave apparently after seeing the signs. No group was issued a permit and I don't know who they were.

Surprise Cave Committee

Bob Simmons, Chairman

This has been very quiet, other than getting permission for Paul Rubin to do surface geology at preserve and on the adjacent [REDACTED] property.

Thacher Park Committee

Thom Engel, Chairman

I have applied for a renewal of the Thacher permit and received verbal approval. I am trying to negotiate a more open access to Hailes Cave for the on-going mapping project.

I have seen the Kids Cave under construction. It was still in the phase with plywood and metal mesh stage. I have reviewed the karst model – again – it still has serious conceptual problems. I am told these will be remedied. (I was told that 6 months ago, too.)

Attachment C Treasurer's Report NCC Treasurer Report

Please note the Suggested FY2017 Budget below and compare it to columns consisting of Actual 2015, FY2016 Budget and Actual 2016 YTD.

Northeastern Cave Conservancy Inc	Actual	Approved	Actual	Suggested
	FY2015	Budget 2016	1/1/16 - 11/23/16	Budget 2017
Profit & Loss Budget vs. Actual				
Ordinary Income/Expense				
Income				
Donations				
Auction Donations	2,203.00	2,400.00	1,462.00	2,400.00
Donations - Other	5,052.82	4,600.00	15,601.53	5,805.00
Total Donations	7,255.82	7,000.00	17,063.53	8,040.00
Interest Earned	12.93	10.00	11.93	10.00
Membership Income	4,815.00	3,200.00	5,590.00	4,300.00
Total Income	12,083.75	10,210.00	22,665.46	12,350.00
Expense				
Acquisitions	50.00	2,000.00	4,297.27	2,000.00
Bank Charges	63.99	75.00	113.30	85.00
Donations-outgoing	0.00	200.00	11,000.00	200.00
Dues	0.00	0.00	350.00	350.00
Education	0.00	50.00	0.00	50.00
Executive				
President	0.00	150.00	0.00	100.00

Secretary	0.00	75.00	0.00	50.00
Treasurer	0.00	75.00	0.00	50.00
VP	0.00	75.00	0.00	50.00
Total Executive	0.00	375.00	0.00	250.00
Insurance	1,285.66	1,600.00	1,441.13	3,025.00
Legal Fees	0.00	1,000.00	400.00	1,000.00
Licenses & Permits	60.00	100.00	0.00	50.00
Meetings & Conferences				170.00
Meeting Expense	52.00	100.00	0.00	100.00
Membership Expenses	0.00	50.00	92.50	100.00
Miscellaneous	0.00	100.00	0.00	100.00
Office Expense	0.00	100.00	27.00	100.00
Postage	62.87	100.00	122.53	100.00
Preserves-Maintenance				
Bensons	0.00	100.00	50.00	250.00
Bentleys	0.00	600.00	50.00	600.00
Clarksville	50.00	300.00	50.00	300.00
Ella Armstrong	0.00	100.00	0.00	100.00
Knox	6,975.00	100.00	50.00	100.00
Merlins	0.00	100.00	50.00	100.00
Onesquethaw	0.00	100.00	1,800.00	100.00
Sellecks	39.41	250.00	40.00	100.00
Spider				175.00
Total Preserves-Maintenance	7,064.41	1,650.00	2,090.00	1,825.00
Printing	0.00	500.00	134.80	1,000.00
Promotion/Fundraising	1,401.68	1,300.00	1,392.00	1,300.00
Publishing				
Mailings	0.00	50.00	0.00	50.00
Website	0.00	60.00	0.00	60.00
Total Publishing	0.00	110.00	0.00	110.00
Sponsorships	200.00	500.00	0.00	300.00
Taxes on Properties	121.19	300.00	169.20	300.00
Total Expense	10,361.80	10,210.00	21,629.73	12,515.00
Net Ordinary Income	1,721.95	0.00	1,035.73	0.00
Other Income/Expense				
Other Income				
In Kind donations	0.00	0.00	50.00	0.00
Net Gain/Loss from NSF Fund	-363.00	0.00	3,867.81	0.00
Volunteer Value	58,450.00	0.00	47,714.00	0.00
Total Other Income	58,087.00	0.00	51,631.81	0.00
Other Expense				
In Kind Out	0.00	0.00	50.00	0.00
Volunteer Value Exp	58,450.00	0.00	47,714.00	0.00
Total Other Expense	58,450.00	0.00	47,764.00	0.00
Net Other Income	-363.00	0.00	3,867.81	0.00
Net Income	1,358.95	0.00	4,903.54	0.00

Fundraising Committee – Chair Vacant:

A check for \$11,000 was sent to Open Space Institute, who is administrating the fundraising for Thacher State Park's new visitor center. Congratulations to all who dug deeply and contributed, especially Thom Engel, who spearheaded the project by providing matching funds of \$5,000 and helped reach the goal with an additional \$1,700 beyond that. Christine Young continues to work on the Land Trust Alliance Grant that will reimburse us for the Spider Preserve acquisition.

Barn Dance Subcommittee - Emily Davis & Mike Warner:

Problems: I asked that someone else do the newsletter article but no one stepped up.

Plans: Do we do this again next year?

Progress: See below

Expenses:

Band \$350

Food \$121.68

Total expenses \$471.68

Income:

Raffle income: \$220

Gate income: \$585

\$100 price Chopper in the form of gift card

\$50 NBT bank support check

\$200 Kappler family support check

Total income: \$1105

Profit from event: \$633.32

This is much lower than in the past but that was the direction the board asked us to go. The response from the public was obvious. We had limited cavers and, as a guess 75% public. The event was promoted on several local websites and in local newspapers.

A total of 73 attended. (this is according to our list but this leaves \$25 unaccounted for. There must have been two more adults and a student?)

38 adults

9 families with 16 adults and 19 kids

Donations of cash support, baked goods or raffle prizes: Thanks to Bill Folsom, Christa Hay, Leslie Hatfield, Tom Rider, Alan Traino, Mitch Berger and Christine Young for gathering these.

Stewart's Shops asked for photos of "how the donation was used" to photo@stewartsshops.com, jpeg preferred, with the organization's name in the subject line. Bill did this.

Our donors:

Price Chopper

Stewart's Shops

NBT Bank

Honest Weight Food Co-op

Schoharie Valle Farms

The Apple Barrel

Fox Creek Farm

Your Way Cafe

West Virginia Cave Conservancy

BMS

Wolf Hollow Brewing

Alan Traino

Christine Young

Pokorny Family

Kappler Family

Sue Warzek

Davis/Warner

Hay/Addis Family

Simmons Family

Thanks to the following for helping with Set up, food service, display interpretation, money handling and the

Knox display:

Christa Hay

Sue Warzek

Bob and Terri Simmons

Bob Addis

Mitch Berger

Christine Young
The Mintel Family
Bill Folsom
Mike Nardacci and the Knox Museum
The Pokorny Family
The Dumont Family

Membership Committee – Peter Youngbaer:

Progress:

Membership Renewals and New Members: NCC membership continues at an historic high level, now at 203 as of the date of this report. We hit a landmark this quarter with our 60th Life Member (David Lasker). We've had several other new Life Members and Family Life members, no doubt in part due to people taking advantage of the lower price before next year's increase. I expect we'll see a few more before the year is out.

All renewal notices for memberships up through December 31 have been sent. All new memberships and renewals have been acknowledged and entered into the database. It is current as of today, November 21. We also sent reminder notices to recent lapsed memberships, and a more strongly worded "lapsed membership" notice to everyone whose membership expired back to January 1 of this year. All were told of the impending dues increase and urged to re-up or become Life Members prior to the increase taking effect January 1.

We've also posted this information twice now on the NCC Facebook page, which has netted some new members. An article on the dues increase will appear in the December issue of the NCC Newsletter, as well. Our current membership stands as follows, compared to the baseline of April 22, 2012:

<u>November 21, 2016</u>	<u>April 22, 2012</u>
Life: 51	Life: 18
Family Life: 9	Family Life: 0
Benefactor: 9	Benefactor: 10
Regular: 106	Regular: 88
Family: 20	Family: 16
Student: 0	Student: 0
Institutional: 8	Institutional: 3
TOTAL: 203	TOTAL: 135

Membership Brochure: I worked with the Secretary/Publications Chair in finalizing the editing of the brochure and was glad to see the final, very nice product. My understanding is that a small number were printed, and that a larger number with the updated dues structure for 2017 will now be produced. I would suggest that we do a snail mail to all our current members in 2017 that includes a couple copies of the new brochure. That will give our current members something to be proud of, as well as having something to hand out to prospective members, cave owners, donors, and allied conservation groups.

Membership Dues Increase: I worked with the EC to have a motion prepared for the September NCC Board Meeting, and was pleased to see the Board adopt the proposal. This will help with revenue in the coming years to help sustain our operations. Thank you.

Problems:

Dues: Active cavers and regular NCC members continue to lag in sending in their dues. Please urge your colleagues to get current. Thank you.

Benefactors and Life/Family Life Members: We don't really offer anything as incentive for anyone to give at the Benefactor level, except for a thank you. I would suggest we come up with some token of our appreciation for someone giving us an additional \$30 above the Regular dues. Perhaps something as simple as one of our lanyards or a patch. We'd still make money on the deal, and it would be an acknowledgment and may generate additional funds. Regarding our Life Members, it's my recollection that we used to give certificates to these folks; we may still, but I just don't know. Similar to Benefactors, we should be doing something special to acknowledge that level of commitment to the NCC.

Plans:

Membership Survey: Continue follow up on suggestions received from the Membership Strategic Planning Survey. I am most interested in the Board's planning for a 40th Anniversary membership event. This is something the members want and for which they offered a number of ideas. **2018 is just 14 months away.**

Membership revenues and the 2017 budget: For the past couple of years, I've gone back and forth with the Treasurer about the number proposed in the annual NCC budget attributable to membership revenue. As I've mentioned before, with an increasing number of Life Members, that depresses the amount of dues revenue coming in from the Regular and other levels. We've managed to exceed the budget number so far, mostly because of the number of Life Membership that add an additional 19 times the Regular Membership revenue in that one year. We've also had a continual stream of new members, but, unfortunately, we also steadily lose members. That is almost a wash, and I would consider it so for budgeting purposes. On the plus side, we did raise dues for 2017 to help, and we have a new brochure that should aid in increasing membership in the coming years, if we're aggressive about spreading it around. **My recommendation for the membership revenue line for 2017 is \$3,700.** That's arrived at by multiplying the numbers of Regular, Family, Benefactor, and Institutional members we have currently by the 2017 dues figures, and adding in the two people currently paying for Life Memberships on the installment plan (\$115@). However, if the Treasurer or Board feels comfortable increasing that slightly – anticipating maybe a couple more conversions next year to Life Memberships – I would be comfortable with that, too. As far as the Membership Committee expense line goes, I'd ask for \$100.

Office Committee Report - Emily Davis & Mike Warner:

Problems: none

Plans: none

Progress: status quo

Publications – Christa Hay:

Publicity

Newsletter being emailed out before meeting. Still having some issues with getting articles. I am getting more quotes for large printing of brochures.

Currently:

Vicks:

#	Per unit	Total
1,000	0.50	\$500
5,000	0.178	\$889.84
10,000	0.117	\$1167.67

Technology Committee Report – Mike Chu

New website development is well underway. A beta version has been passed around the website subcommittee and then the full board for comments. We are aiming to have the site up by the end of the year, if not sooner.

Volunteer Value Committee – Vince Kappler:

Progress: Year to date totals: 1738 hours of volunteer work for NCC projects for a total value of \$47,714.00. Volunteer hours were reported by the Bensons' manager, the Secretary, Treasurer, and Office and Acquisitions Committee. Several Trustees also reported hours working on a preserve concern and a grant application.

Plans: I will send periodic VV reminders to the membership and monitor data collection.

Problems: None at this time

**Attachment D
Secretary Report**

- I had serious issues with my laptop. After having it worked on it has been determined the hard drive is fried. I still need to update the Board manual.
- Attended the EC meeting and responded to general emails.
- Researching Iron Rangers for possible donation collection on preserves.

