

NORTHEASTERN CAVE CONSERVANCY, INC

MINUTES

June 11, 2017
Melrose, NY

Meeting called to order at 10:10

1. Introduction and greetings – Robert Simmons
2. Election Report – Norm Berg (Attachment A item 11.)
3. Simmons moves to thank Tom Rider for his service to the NCC.
Second by Traino
For: All
Passed
4. New and returning trustees will be seated. The Board welcomes Wayne Russell.
5. Attendance
Officers: R. Simmons, V. Kappler, B. Folsom
Trustees: M. Berger, M. Chu, T. Engel, M. Ingalls, J. Morris-Siegel, P. Rubin, W. Russell, A. Traino, C. Young
6. Officers' Reports
President: Attachment A
Vice President: Attachment B
Treasurer: Attachment C
Secretary: Attachment D
7. Electronic vote conducted April 24-24, 2016
Simmons moves: Devon Hedges is appointed manager of Bentleys Caverns Preserve.
Second by Kappler
For: All
Passed
8. Simmons moves to open the Committee of the Whole. The Vice President will preside. Items may be entered as new business.
2nd by Morris-Siegel
For: All
Passed

Topics:

- 1) Land Trust Symposium overview: Bill, Christine, Paul, Mitch, Jacob, and Bob reported on the various conferences they attended. All report it was a good opportunity to meet others working on conservation issues as well as a chance to promote the NCC Mission.
- 2) Should the NCC meet three times per year: General consensus is that four meetings are necessary to conduct NCC business at this time.
- 3) Waivers: NCC is actively exploring options to drop certain waiver requirements.
- 4) Management Plans and evaluating impacts of proposed actions: We should be thinking about the long-term impact on our preserves when we include "future plans" in our management plans. This item should be re-visited at future meetings.
- 5) Landowner relations: Topic moved to Executive Session.
- 6) Water Quality Improvement project grants; There are grants available to groups to design projects that improve groundwater quality. Paul, Christine and Bill will look at the grant process and requirements to determine if we can get a viable application prepared by the filing deadline. Board members suggested several karst areas that may qualify for protection under the grant guidelines.
- 7) Upcoming caver events – see secretary report #s 24-29: There will be a motion to appoint NCC representatives to the various events.

- 8) Insurance: We may be able to acquire less costly liability insurance as well as D&O coverage through our affiliation with Land Trust Alliance.
- 9) Endowment Fund: Discussed some possible advantages. Christine will discuss concept of NCC starting one with a financial advisor.
- 10) Onesquethaw property survey: Thom provided an overview of the current status and the board discussed options to move forward.
- 11) Merlins: The loop trail has been completed and we are seeing more non-caving visitors. We will look into unlocking the gate to afford more parking [REDACTED]
- 12) Purchasing procedures: We should avoid using personal checks to purchase approved items for the NCC. Emily will assist in locating vendor for common cave related items.
- 13) Spider grant: The grant requires we erect informational signage and do a plant survey. Both items should be completed by the fall deadline.
- 14) Surprise Cave: NY DEC requested our assistance in evaluating the cave and surrounding area to facilitate a more favorable environment to support a bat colony. DEC speculated that lowering the cave winter temperature by opening an old second entrance is possible. Wayne explained how stream contaminants and decaying bio mass (washed into the cave) can raise the temperature. The NCC will initiate an email discussion with DEC and offer to help evaluate any options.
- 15) Officer/Trustee Evaluation Subcommittee – short report presented
- 16) Barn Dance: September 30 was selected as possible date pending availability of the band.

9. Rubin moves to close the Committee of the Whole.
 Second by Engel
 For: All
Passed

Old Business

10. Conflict of Interest Disclosure Forms; all Board members are required to complete a new form annually.
11. Second vote on Bylaw VI.2 amendment. All NCC members present are eligible to vote.

Kappler moves: Bylaw VI. 2 is amended: <delete> <<insert>>

Election of Officers. <Officers shall be elected by the Trustees at the year 2000 annual meeting, and thereafter at each annual meeting.> <<Commencing with the officer's elections at the December 2017 meeting, the President and Secretary's terms will increase from a period of one year to two years. Commencing with the officer's elections at the December 2018 meeting, the Vice President and Treasurer's terms will increase from a period of one year to two years. Commencing with those elections, no officer may be elected to more than three consecutive terms (six years total) in the same position, without taking an absence of at least one term from that position.>> All Officers shall be current members of the Northeastern Cave Conservancy, Inc.

Second by Traino
 For: Board-all; Members (4 present)- all
Passed

New Business

12. Simmons moves to accept the minutes of the March 5, 2016 board meeting as amended.
 Second by Folsom
 For: All
Passed
13. Folsom moves: Northeastern Cave Conservancy, Inc. thanks Thom Engel for his outstanding work and financial contributions toward incorporating the NCC's educational mission into the Thacher Park Center.
 Second by Berger
 Abstain: Engel
 For: Rest
Passed

14. Folsom moves: Northeastern Cave Conservancy, Inc. thanks Christine Young for her outstanding work on attaining funding for the acquisition of the Spider Cave Preserve.

Second by Traino

Abstain: Young

For: Rest

Passed

15. Berger moves: Act 65-37, Land Trust Alliance Standards is amended: <delete> <<insert>>

Act 65-37 Land Trust Alliance Standards 09/25/05

The Northeastern Cave Conservancy Resolves to adopt the Land Trust Alliance Standards and Practices as follows: WHEREAS, the Northeastern Cave Conservancy, Inc has reviewed *Land Trust Standards and Practices* << (the “Standards”), first>> published by the Land Trust Alliance in <2014> <<1989>>, and <<with the most recent revision effective February 3, 2017>>; and,

WHEREAS, the Northeastern Cave Conservancy, Inc. agrees that <Land Trust> <<the>> Standards <and Practices> are the ethical and technical guidelines for the responsible operation of a land trust;

NOW, THEREFORE, BE IT RESOLVED THAT the Board of <Trustees> <<Directors>> of the Northeastern Cave Conservancy, Inc. hereby adopts <Land Trust Standards and Practices as guidelines for the organization’s operations> and commits to <<implementing the Standards as guidelines for the organization’s operations.>> <making continual progress towards implementation of these standards and practices.>

If approved, the act would read:

The Northeastern Cave Conservancy Resolves to adopt the Land Trust Alliance Standards and Practices as follows: WHEREAS, the Northeastern Cave Conservancy, Inc. has reviewed *Land Trust Standards and Practices* (“the Standards”), first published by the Land Trust Alliance in 1989, and with the most recent revision effective February 3, 2017; and,

WHEREAS, the Northeastern Cave Conservancy, Inc. agrees that the Standards are the ethical and technical guidelines for the responsible operation of a land trust;

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Directors of the Northeastern Cave Conservancy, Inc. hereby adopts and commits to implementing the Standards as guidelines for the organization’s operations.

Second by Morris-Siegel

For: All

Passed

16. Kappler moves: Act 10-2 is amended: <delete> <<insert>>

Act 10-2 Bank Authorization 12/4/99, 10/4/99

Officers will execute the necessary bank resolutions to authorize signatures on all accounts. Including << Vice>> President, Treasurer, and Office Committee Chair.

Second by Traino

For: Berger, Engel, Ingalls, Rubin, Russell, Young, Kappler,

Abstain: Folsom, Morris-Siegel

Absent for vote: Traino, Chu

Passed

17. Engel moves: The Clarksville Management Plan is approved as amended.

Second by Berger

For: All

Passed

18. Berger moves that Act 21-99 is amended as follows: <delete> <<insert>>

Act 21-99 Management Plan Research Rules 09/09/12

All management plans will be modified to contain new section Research Rules. This section shall be placed in the plans prior to the Explorations Rules and should contain the following minimum “boilerplate language”.

All research carried out on the NCC preserve must meet the following criteria:

- 1) Researchers must initially contact the NCC science coordinator.
- 2) The <goals and> objectives <<and methodology>> of the research must be clearly defined.
- 3) There must be a clear beginning and end to each project, with the exception of long-term monitoring studies.
- 4) The work must not cause permanent damage to any caves, natural features, native biota, or historical resources <nor> <<or>> interfere with natural hydrologic or chemical processes.
- 5) The research plan must assure the maximum safety of all concerned.
- 6) The work must not interfere with the “experience” of other property visitors.
- 7) Unless specifically authorized by the NCC Board, researchers must operate within the confines of the established management plans for each property.

Second by Simmons

For: All

Passed

19. Berger moves: All Management Plans will contain the following Publicity Policy Statement:

Except as noted below, the cave is not to be publicized in magazines or newspapers of general circulation or on radio or television. Caving publications (such as *The Northeastern Caver*, *NSS News*, or grotto newsletters) may publish information on the latest discoveries; however, the cave location should not be published.

Second by Morris-Siegel

Engel moves to table the motion.

Second by Folsom

For: All

Motion is tabled.

Discussion: These updates were also suggested by Danny Brass during our last review of the Spider Cave Management Plan. They are, again, part of boilerplate language present nearly verbatim in all of our Management Plans. However, there is no existing policy defining the language. Thus, to unify the language in the plans, I suggest defining it in a policy. I also note that Act 21-60 / Appendix E of the Board Members Manual (“Writing a Cave Management Plan”) includes this section:

Publicity Policy:

This section should include what types of publicity (if any) the committee will use to inform the general public about the use of the cave. The committee may wish to draw up a program for the use of the public to educate them on the need for cave preservation. Or, if the cave is in need of extended protection, the committee may opt to try to keep the cave obscure.

It seems that at the time this was written, it was envisioned that the publicity policy might vary significantly from preserve to preserve, such as when Clarksville planned to have stewards present to greet people and expected to participate in Clarksville Day. In that light, this should not be a boilerplate section, and should be customized per cave, in which case perhaps we should not approve this motion. However, the reality appears to be that our publicity policy does not materially vary from preserve to preserve, and almost all of the plans have identical language essentially boiling down to “don't publish the location, and only discuss the cave in caving community publications.” It seems that we do not use this section as a place for managers to plan publicity, but instead to state our essentially uniform restrictions that we expect everyone (managers and visitors alike) to adhere to. If that is what we want it to be, then this policy with uniform boilerplate language seems both appropriate and the right way to accept Danny's suggested revisions. I have written in the motion that the boilerplate language should “begin” the “Publicity Policy” section of Management Plans so that unique additions (such as the sentence at the end of Clarksville's current section) can be added if necessary on a per-preserve basis.

20. Berger moves: Appendix F of Act 24-52 Conflict of Interest Policy is amended as follows:

Section 3 “Areas In Which Conflict May Arise,” item 8 is added:

Others serving as officers of the NCC.

Section 4 “Nature Of Conflicting Interest,” item 6 is added:

Being in a relationship with someone serving as an officer of the NCC.

Second by Ingalls

For: All

Passed

21. Simmons moves: NCC appoints representatives to the following national and regional caver events:
2017 NSS National Convention – Mitchell Berger and Jacob Morris-Siegel
2017 North American Symposium on Bat Research – Morgan Ingalls
2017 OTR – Robert Simmons

Second by Morris-Siegel

For: All

Passed

22. Berger moves: The NCC Insurance Liaison is authorized to procure a Directors and Officers Insurance Policy for the NCC at a cost not to exceed \$1000 annually.

Second by Engel

For: All

Passed

At 3:20 the meeting was closed to the public and the board went into Executive Session to discuss sensitive topics. No formal actions were taken. The board returned to open session at 4:05.

23. Informational point: Next EC meeting will be July 16, 2017 at 10 AM in Newton, NJ.
24. Informational point: Next Board meeting will be September 24, 2017 at 10 AM. Location TBD
25. Simmons moves: The NCC Annual meeting will be December 3, 2017 at 10:00 AM at Speleobooks
Second by Folsom
For: All
Passed
26. Simmons moves to thank Mike and Christina Chu for hosting this NCC meeting. _____
Second by Berger
For: All
Passed
27. Simmons moves to adjourn.
Second by Morris-Siegel
For: All
Passed

Meeting adjourned at 4:20 PM

Attachment A
President's Report (by Vice President)

Cave Preserves: Preserve Management Plan Review Schedule. Preserve Managers are reminded to check Board Manual Section 21 (Real Property) and Appendix E (Writing A Management Plan) to confirm that the management plan contains all required items and uniform language.

Year	March	June	September	December
2017	Spider	Clarksville		Bentleys
2018	Ella Armstrong	Knox		Bensons
2019	Sellecks	Merlins		Onesquethaw
2020	Spider	Clarksville		Bentleys
2021	Ella Armstrong	Knox		Bensons
2022	Sellecks	Merlins		Onesquethaw

President’s position still needs to be filled, advertising has been placed. To date we have had one inquiry.

Notable items and issues:

1. The NCC received a NYDEC/LTA Grant of \$4,700 for the acquisition costs associated with Spider Cave Preserve. Hats off to Christine Young for spearheading this effort. Christine and I attended the award ceremony in Garrison, NY on April 26th, Good visibility event for the NCC.
2. The NCC’s Thom Engel was a seated guest at the May 4th opening ceremony of the new Thacher Park Visitor’s Center, nice work Thom! Also present were Bob Simmons, Mike Warner, Emily Davis and Christine Young of NCC. We made some additional introductions to fellow land trusts and Thacher Park, and NYS Parks staff that were present. Thacher is very interested in our assistance with opening caves in the park to recreational activities.
3. Congratulations and thanks to Devon Hedges for being confirmed as the new Manager of the Bentleys Preserve!
4. Congratulations and thank you to Wayne Russell for his election to the Board and thank you to Tom Rider for his years of service to the Conservancy!
5. The NCC and our Caves were well represented to the recent NRO/MAR event in Pattersonville, NY over the June 2-4 weekend. Many thanks to all who helped out and represented the NCC well. Between the auction, swag sales and donations we took home over \$1,200 for the weekend. I received numerous comments from the attendees, including many from the MAR Region about how great our preserves were. Mike Warner and Emily Davis gave a fantastic presentation on Bat Research and Cave Mapping in Fiji on Saturday night.
6. As noted in the Clarksville report, I wrote a letter to the area Boy Scout Council advising them of the inappropriate actions of one of their leaders. I have not received a reply as of this date.
7. I sent a letter of thanks to the AmeriCorps Team that did the sinkhole clean up at the Benson’s Preserve (see Bensons report, below). This is a pool of labor we could tap into on a more regular basis.
 Discussions with the NSF over their proposed new contract continue. [REDACTED]
9. The Barn Dance will be a go this year. The Board needs to direct the subcommittee as to whether this should be primarily outreach again as it was last year, or if we should refocus towards more fundraising. Volunteers for set up, knock down, soliciting prizes, etc. are needed. Date has yet to be determined, will check on Barn availability with Pokornys.
10. The office committee will be absent from the region for extended periods through June (NSS Convention in New Mexico and July ICS in Australia), please plan accordingly.
11. Taking the initiative! Hats off to Paul Rubin for using his 30-year relationship with the neighboring property owners to our Knox Preserve and getting us some face time to discuss being good neighbors! (see Paul’s email to the Board).
12. As noted in the Onesquethaw report, we are having a minor boundary issue with one of our abutting neighbors and are efforting a resolution to that issue. We have also had a recurring issue at Onesquethaw with a caver not following the guidelines and rules for the preserve, resulting in denial of a permit to lead a trip into the cave during NRO.
13. Thanks to Thom Engel for taking an opening stab at redoing the joint NCC/NSS waivers

CAVE PRESERVE REPORTS;

1. Bensons

Progress: On April 17, the NCC hosted a very successful sinkhole cleanup with an AmeriCorps NCCC team at the Bensons Cave Preserve. Eighteen 55-gallon contractor bags of trash, as well as tires and other objects, were hauled out of two adjacent sinkholes not far from the Bensons Pit entrance. Approximately 800 pounds of garbage were removed. After an initial round of efforts put forth when the preserve was first acquired in 2014, this is the last area of the preserve requiring trash removal, and significant progress was made toward its completion.

4 permits have been issued for this year so far - 3 of them for the upcoming spring NRO.

Issues: Inspected the property on 05/26/17 and noted that some trail maintenance was needed to remove a tree and some branches past the main entrance. The ROW will need to be mowed soon. The contractor bags full of trash from the sinkhole cleanup remain next to the kiosk and will need to be removed. No other issues were noted.

Plans: I'll be looking to get the preserve in good shape in preparation for the upcoming NRO within the coming next few days. I'll remove the sinkhole cleanup trash as well as perform needed trail maintenance.

2. Bentleys

4/1/17 – walked trail, found wayfinding difficult in parts (got lost!). Would like to increase signage near parking lot and 1 or 2 key areas along trail. The kiosk has some signs of water infiltration including water damage on the map/info form. Shingling on that side of the kiosk is a bit out of place. Re-nailing the shingling closest to the edge of the roof would help; some drip edge or something may help the water infiltration though I'm not sure how gilded these kiosks are supposed to be.

4/23/17 – walked trail, found markers on downed trees, torn, out of place, etc. Removed some minor surface trash including beer bottle on trail, glow stick near Bentley's entrance. Checked Dry Valley entrance, nothing notable. ¼ plywood sheet over some rocks forming a bench, maybe 3x5 left in place near the entrance; left in place. Removed dead/downed larger branches, trunks stretching across trail. Active porcupine found during daylight in upper entrance. Spent a good hour or two pushing gravel around on the steep parts of the driveway with a trenching tool and stone rake in an attempt to provide better clearance for lower vehicles. Also intended to level the steep grade a bit. I think it worthwhile to come back with a pick to tackle the rise in the middle of the drive, spread it out to the wheel paths. Don't know how much of that could ruin things, though. The work seemed to have helped; my Honda Fit didn't bottom out and was able to make it in 1st gear where before needed to be in 2nd. Maybe more gravel needed overall?

5/13/17 – a glove removed from far room in upper passage, curious about high water levels at low passage with stream crossing. Maybe 50 ft of small, insufficient hand line in the form of cotton clothesline on a spool found at Bentley's lower entrance, untied from a small tree above the entrance and removed. Visited parking and trail areas. Cleared some mild to modest downed-branch trail blockages.

Log shows 5 parties visited in April, 1 in May.

Additional trip scheduled in May after the last visit I made includes a commercial group outing by the Williams Outing Club. Thom Engel facilitated completion and submission of a Certificate of Insurance for the group. I haven't been by since to see their log entry or other details. Just provided some details (5/23) to a group interested in visiting soon; tried to fish for details on nature of group and will forward along to other NCC as warranted.

Trail marker update would be a good project, a pretty minor but worthwhile job. Redoing the shingling in a modest fashion would be a pretty easy job too. Just need to remember to bring tools/supplies. Heard about the prospects of adding some rain bars along the trail; don't know of the necessity. Seems to me wet areas there are going to be wet, no matter what you do. The three major ones are pretty substantial level areas around sharp grades on multiple sides. Seems you'd just be buying short bits of time putting diversions along the trail. Not a trail pro, but I'd guess those wet spots will stay wet when and after significant rain.

3. Clarksville

On March 1, the Clarksville managers received an e-mail requesting access to the cave on April 1 for a cub scout pack. I wrote back explaining that the cave was closed and that, in any event, BSA rules did not allow cub scout-aged kids to go caving. The pack leader wrote back asking why the cave was closed and I explained about the northern long-eared bat. On March 31, I get another e-mail in my capacity as special use coordinator from the same guy asking for access on April 22 and explaining that they'd stay on the used routes and not hunt bats. Again, I explained that the cave was closed and that BSA rules did not allow cub scout-aged kids to go caving. The group showed up on April 15. The leader tried to tell me he had a waiver to be there. I told him he didn't. I asked him what group it was. He didn't admit they were cub scouts until I put that specific question to him. I then explained we had already this exchange via e-mail. He claimed he'd never received the e-mails and blamed his ISP. I told them to leave, which they did.

After discussion with the other managers and with Bob Simmons, Bob contacted the local scout council to explain what had happened.

An OCR was held in Clarksville May 6 & 7. The morning of the 6th cars were noted in the upper lot before 7AM. Reports were of many beverage cans and cigarette butts in the cave. These were cleaned up.

The DEC restricted area signs were removed for the season.

Mike Chu and Chuck Porter removed the dead, rotting hemlock tree by the Ward entrance.

Mike changed one of the posters on the kiosk.

The updated management plan should be ready by 5/28 as requested. There are one or two issues to work out.

4. Ella Armstrong

Progress

Once again, the preserve has been visited many times over the quarter. A lot of work has been done and the preserve looks to be in great shape. Most of the dead trees that had been hanging in the trees have been removed. The area around the sinkhole has been cleaned up and I trimmed the apple tree! Should produce a lot of fruit this year. Kiosk is stocked with brochures, and everything looks great.

With all property boundaries checked. Cleaning of the entrance sink may continue over the summer months, with continued improvements to the entrance. The trail is clear. All bolts in the cave were checked this past weekend.

Wasp spray has been mounted on the kiosk.

Problems:

Some mud is falling into the entrance

Plans

- 1 Continued cleanup of the sinkhole and mud.
- 2 Remove dead trees near the entrance. **All done**
- 3 Continued monitoring for trash along roadside.
- 4 New hole has opened up on the property, maybe a dig.
- 5 Replace poster and Plexiglas over the summer.
- 6 Cutting of grass before the NRO weekend

5. Knox

Progress:

Trail maintenance, and a perimeter check happened April 30; no signs of trouble.

Brochure box was attached to the kiosk and DEC closure signs taken down May 7.

Knox opened May 15 as scheduled; all ice was gone weeks before.

Issued 6 permits prior to NRO; had to deny a couple that were requested for dates before May 15.

5+ rips went to the cave from NRO

Met our new neighbors from across the street, and engaged Chuck.

Issues:

There's still a rope at the Great Divide of unknown age/origin.

There's a bunch of poison ivy, and possibly poison parsnip along the trail. Thom and I plan to investigate this season, but prior to opening for the season, plants hadn't bloomed enough to do this.

More NRO trips went than was reported to me, leading to

Cars were parked on our neighbor's land across the street during NRO.

Plans:

Periodic property inspection.

Possible graffiti removal in Knox, and investigation of methods.

Addition of trail markers and re-posting of property.

Boundary marking.

Removal of the Great Divide rope.

Investigation of troublesome plant species.

Meet with Chuck, others, and our new neighbor across the street.

6. Merlin's

The main news from the preserve this late winter/spring is the continued dig at the Dome 12 Sink. This sink had been dug at a few times many years ago and the dig was revived last year by the members of B.A.D. Ass. The sink was dug at several times this spring including by a joint dig trip with the Boston Grotto and the Vermont Cavers Association.

This winter there appeared to be a fair amount of snowshoe tracks on the preserve trails but none were near the caves. I did pull several beer cans and water bottles out of Dragonbones Cave but I assume they are from last year since I had found the same brand of beer can around the preserve last summer but I don't know of anyone going into Dragonbones Cave after that.

Since the caves opened for the summer there has been one permitted trip into Merlins Cave and one or two are planned for the spring NRO.

(Note: Have received letter from CLC asking for info to update their CE monitoring.)

7. Onesquethaw

Posters are up on the kiosk. These are a draft. I have also put up the brochure holder and stocked it with brochures. Poster has a QR code that should point to the Onesquethaw Preserve page. Same day I put up new POSTED signs and took down the DEC restricted area sign.

Whilst doing this work, [REDACTED], our neighbor behind us and with whom we have a corner dispute came over to talk to me. His surveyor, John DeMis, had contacted our surveyor, Lawson Surveying & Mapping, in January. DeMis never heard from Lawson. Bob Simmons contacted Lawson to determine why they hadn't responded. (Note: Lawson was waiting to hear from NCC on how we want them to move forward. To be a topic of discussion at the meeting under COTW).

On May 13, I caught 3 trespassers as they were about to enter the cave. Their only excuse was that I had given them a permit in the past. (I can't find any record of having done so.)

8. Selleck's

Progress:

Preserve is in very nice shape. Trails are clear and well-marked. Kiosk is also in good shape. All property boundaries and trails have been checked. Everything is in good shape for the Season.

Problems

Once again, the wasps have moved into the kiosk, having known that, I brought 4 cans of Wasp spray to deal with them. Wasps are gone now and cans of spray have been mounted to the outside of the kiosk. After some research, A bottle of pure peppermint oil, with a small hole in it was added to the inside of the kiosk, Wasp's and hornets hate peppermint! Will monitor the effectiveness of it, and report back.

Plans:

Continued monitoring for trash along roadside.
Cutting of grass for the NRO weekend.

9. Spider

Progress:

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

Problems:

None to report.

Plans:

The signboard is planned for installation during the summer of 2017.

OTHER COMMITTEES (PRESIDENT):

10. Acquisitions

The acquisitions committee has made initial contacts with the owners of [REDACTED] and [REDACTED] caves. The vibe is positive and we hope acquisitions might eventually result. We are setting up a meeting with [REDACTED] concerning [REDACTED] in the next week or two to discuss options. They are presently hesitant to cede ownership as long as active quarrying is taking place, which could last another 3 years. Bob Addis and Christa Hay continue to assist with [REDACTED].

From Christa Hay: Since the last meeting I have contacted the owners and they wanted to know what the NCC could do for them. Bob Addis and I had numerous thoughts and these were sent to the owners. I contacted the owners again to see if they had digested the information and had any questions.

11. Nominating

Three candidates ran for the three open trustee positions. Fifty NCC members voted. The results, with the votes received, are below:

46 Michael Chu
44 Morgan Ingalls
36 Wayne Russell

Write In's:

2 Christa Hay
1 Robert Addis
1 Luke Mazza
1 John Dunham

I have notified Wayne, Morgan, and Mike, and sent them the meeting location information.

To date, one person [REDACTED] has expressed interest in running for President. I have forwarded [REDACTED] email, cover letter, and resume to Bob Simmons who will bring it to the attention of the NCC Executive Committee.

Norm Berg
NCC Nominating Committee Chair
nominating@necaveconservancy.org

12. Risk Management

Progress:

Received our official Terrafirma policy, as discussed last meeting.
Attended the LTA New York Land Trust Symposium with Bill and Christine.
Revised LTA Land Trust Standards and Practices to be discussed at this meeting.
Received our General Liability insurance policy renewal documents
Investigation of the possibility of switching our General Liability coverage to Conserve-A-Nation (enabled by our LTA membership) is underway; more info to be provided at this meeting.
Investigation of adding Directors & Officers coverage is also underway with more info to be provided at this meeting.

Issues:

None.

Plans:

Assemble the rest of the Committee membership.
Pick up other issues that were in-progress with the former ad-hoc committee.
Renew or switch our General Liability insurance policy, as guided by Board discussion at this meeting.
If so guided at this meeting, obtain D&O insurance coverage.

13. Torys ad hoc

I co-hosted a presentation on environmental due-diligence with Paul Elconin of Weantinoge Heritage Land Trust at the CLCC Conference in March. No other activity recently, however we hope to have the results of the visitation monitoring later this summer and will assess proper actions following review.

14. 40th Anniversary Ad hoc committee

No updates at this time

15. Bat Hibernation Ad hoc committee


No updates at this time

Attachment B Vice President's Report

EC Meeting

The EC met at Chuck's home in Troy on April 23 at 10 AM. The meeting lasted for about 3.5 hours. Jacob and Chuck were present; no one joined the meeting remotely via the conference line.

1. Bentleys Manager (Plan Review)
The EC will initiate an e-vote to approve a new manager and the MP is scheduled for review at the December meeting.
2. June Board meeting venue
Morgan checking on additional options.
3. President & Secretary Positions
Planning a concerted recruiting effort at NRO and outreach to previous trustees and survey responders.
4. NCC-NSF Contract
Treasurer will contact NSF treasurer and resume discussion. Meanwhile NCC will record LM funds as a separate line item for NCC booking purposes.
5. Land Trust Conferences, recap
Bill circulated overview (with board) of the conference sessions he attended. Other participants will be asked for a verbal report at the next meeting.
6. Brochures
Printed and majority are available at Speleobooks. Managers will be asked to report on availability of brochures for each preserve.
7. Fundraising
Discussed NRO auction; spotters and runners to assist with identifying bidders. NRO name tags to be numbered to facilitate identifying bidders.
8. CLC, Indian Oven Cave
Discussion continues; NCC may offer to monitor visitation.

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10. Emergency contact numbers for preserve managers
Bob S. will collect from managers with intent to post on a private section of the web site.
 11. Contact NSS re: their Schoharie Preserves
There does not seem to be any interest from the NSS in pursuing at this time.
 12. NCC-owned equipment, swag, educational materials, etc.; inventory & storage issues
Bob to check with Christa re: inventory and arrange for collection and removal. Chuck will pick up and temporarily store in Troy.
 13. Life Membership certificates
Tabled until meeting.
 14. Revise conflict of interest policy
V to check with Mitch on how/where to insert statement discouraging appointment of cohabitating officers. Will also review signed CoI forms.
 15. Business cards
Cards were printed for those who requested. Going forward, we should consider providing shirts and cards to all board members.
 16. Trustee/Officer performance reviews
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25. Anniversary celebration
A banquet would probably be more appropriate and October 13, 2018, the end of the caving season and before the holidays, may be a good date.

VP Committee Reports

1. Bylaws Committee

Joe Levinson, Chairman
No report received.

2. Education

I (Thom) attended a STEM event at Shenendahowa called SAGE (Shenendahowa Advocates for Great Education) on 28 April 2017. Mike Martuscello assisted me. We talked about 100 people: about half kids and half adults. The "Ant Farm" needs some repair work. It has started to leak at the bottom and between the two halves. I plan to contact the manufacturer about costs of repair etc. This model is useful in its way, but not terribly so. It is not representative of the karst found in this area and it is not very useful for quick demonstrations.

3. Science Committee

R. Laurence Davis, Ph.D, Chairman
No report received

4. Special Use –

I (Thom) have issued 39 permits so far of which 35 are for Clarksville and 1 was denied. In all for 2017 I have 162 reservations of which 143 are for Clarksville.

There were two requests, both denied, for access to Clarksville during closure. See discussion of Cub Scouts under the Clarksville report.

5. Surprise Cave Committee

Al DeMaria has taken over the Committee Chair. Al and Bob Simmons, need to have a meeting to go over the ins and outs of the Stewardship Permit and get some activities rolling again.

Auction Donations	0.00	2,400.00
Donations - Other	2,959.87	5,805.00
Total Donations	2,959.87	8,205.00
Grants	4,700.00	0.00
Interest Earned	5.43	10.00
Membership Income	1,625.00	4,300.00
Total Income	9,290.30	12,515.00
Expense		
Acquisitions	0.00	2,000.00
Bank Charges	9.06	85.00
Donations-outgoing	0.00	200.00
Dues	0.00	350.00
Education	0.00	50.00
Executive		
President	0.00	100.00
Secretary	0.00	50.00
Treasurer	0.00	50.00
VP	0.00	50.00
Total Executive	0.00	250.00
Insurance	1,370.00	3,025.00
Legal Fees	0.00	1,000.00
Licenses & Permits	0.00	50.00
Meeting Expense	0.00	100.00
Meetings & Conferences	170.00	170.00
Membership Expenses	0.00	100.00
Miscellaneous	0.00	100.00
Office Expense	0.00	100.00
Postage	61.60	100.00
Preserves-Maintenance		
Bensons	20.00	250.00
Bentleys	20.00	600.00
Clarksville	20.00	300.00
Ella Armstrong	20.00	100.00
Knox	20.00	100.00
Merlins	20.00	100.00
Onesquethaw	20.00	100.00
Sellecks	20.00	100.00
Spider	9.23	175.00
Total Preserves-Maintenance	169.23	1,825.00
Printing	984.31	1,000.00
Promotion	30.00	1,300.00
Publishing		
Mailings	0.00	50.00
Website	1,400.00	60.00
Total Publishing	1,400.00	110.00
Sponsorships	0.00	300.00
Taxes on Properties	112.64	300.00

Total Expense	4,306.84	12,515.00
Net Ordinary Income	4,983.46	0.00
Other Income/Expense		
Other Income		
In Kind donations	0.00	0.00
Net Gain or Loss from NSF Fund	0.00	0.00
Volunteer Value	26,372.00	0.00
Total Other Income	26,372.00	0.00
Other Expense		
In Kind Out	0.00	0.00
Volunteer Value Exp	26,372.00	0.00
Total Other Expense	26,372.00	0.00
Net Other Income	0.00	0.00
Net Income	4,983.46	0.00

Fundraising Committee – Chair Vacant:

The Land Trust Alliance Grant to reimburse the NCC for the Spider Preserve acquisition was successful with an award of \$4,700. Thanks to all who helped on this, especially Christine Young, who spearheaded the project.

Barn Dance Subcommittee - Emily Davis & Mike Warner:

Problems: I have still not heard back from Leslie. I need tent volunteers who can arrive 2 hours before the dance. We need donations from the board members or for them to find local donors. We can supply the donation letter.

Plans: As per the pleasure of the board.

Progress: Have food service and entry staff on board.

Membership Committee – Peter Youngbaer:

Progress:

Membership Renewals and New Members: For the first time in a while, we saw a decline in overall membership – down to a total of 190 from last report's 209. I attribute this in part to the timing of this year's NRO, normally a big renewal time. However, since the NCC elections were earlier, we had to do an extra effort with the membership renewal notices. This was done (through May 31), with a special emphasis on getting renewed in time to vote. Maybe that's not much of an incentive, but it was necessary to point out. We did have two new Life Members, bringing that total now to 61.

Our current membership stands as follows, compared to the baseline of April 22, 2012:

June 5, 2017		April 22, 2012	
Life:	61	Life:	18
Family Life:	9	Family Life:	0
Benefactor:	6	Benefactor:	10
Regular:	88	Regular:	88
Family:	19	Family:	16
Category Eliminated		Student:	0
Institutional:	7	Institutional:	3
TOTAL:	190	TOTAL:	135

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.

Membership Brochure Mailing: My real life work load has been unusually heavy, and I have not yet gotten this mailing out to the membership. It's my next task.

Benefactors and Life/Family Life Members: This is a repeat request from my last report. 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. Once we catch up on the Life Member Certificates, we should focus on this.

Plans:

Membership Brochure Mailing: Will snail mail the updated version to all our members as soon as possible.

Life Member Certificates: This remains a project that will have to come after the brochure mailing. We still don't know exactly where we left off (somewhere in the 30s?). Anyone with any information about this is asked to contact me. Christa and I have looked at this, but there isn't a good record. We have a template that is OK, but needs updating. We currently are not providing new Life Members with anything other than an electronic acknowledgment. Nor, for that matter, do we do anything for our Benefactors, recognizing that extra level of donation.

Proposal: I would like to see us give all members something upon joining:

New Members (Regular): NCC round window sticker

Benefactors: NCC lanyard (and round window sticker)

Life Members: Certificate, NCC lanyard, and round window sticker

Note: this would be one-time – that is, a Benefactor wouldn't get a new lanyard every year.

I would need a supply of items here to mail out.

Peter Youngbaer, Membership Chair

Office Committee Report - Emily Davis & Mike Warner:

Problems: Office will be closed for both the NSS Convention and the International Congress for a full month.

Plans: catch up in short periods home

Progress: status quo

Publications – Christa Hay:

Progress: Newsletter sent out May 10th. Several years ago the Board wanted to have each of our preserves highlighted in the newsletter. It was to be the preserve that was up for management plan review. This is not always happening and the interesting point is it is the Board members that are preserve managers themselves are the ones not sending in the articles I send a request for the articles and then one or two reminders.

New T-shirts and hats were ordered for the NRO/MAR. I am to pick them up June 1 and have all the promo items ready for the weekend. It was decided to not order buttons at this time.

Plans: more newsletter articles

Problems: The opening of the Thacher Park Visitors Center happened and I would have sent out an invite to the membership and the local people might have like to attend but the information was never passed along beyond the Board. This was a highlight of the NCC and it was a missed opportunity for our members.

Technology Committee Report – Mike Chu:

Problems: None, other than old/outdated site still live.

Progress: Received new website from website developer in April and am putting the final touches to it. It should be up and live by the 6/11 board meeting. Undoubtedly there will be additional tweaks/corrections to be made to it. If you notice anything, please send me an email at (michaelhkchu@gmail.com).

Plans: Continue to tweak new website per suggestions from others. Calendar feature of the new website to be improved, ideally to have one page that has upcoming events. Perhaps have the ability to add special use trip schedule to a separate calendar so that groups can see which dates are already

full, maybe even submit a request to take a special use trip on a given date through the website?

Volunteer Value Committee – Vince Kappler:

Progress: Year to date totals: 925 hours of volunteer work for NCC projects for a total value of \$26,372.00. Members also reported traveling a total of 3277 miles to work on NCC projects.

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

Problems: None at this time

**Attachment D
Secretary's Report**


EC Meeting Notes 4/23/17

10:00 AM – 2:05 PM

Bill, Bob, Chuck, Jacob, and Vince

The conference call was ended at 11:30; no one had entered.

1. Bentleys Manager (Plan Review)
The EC will initiate an e-vote to approve a new manager and the MP is scheduled for review at the December meeting.
2. June Board meeting venue
Morgan checking on additional options.
3. President & Secretary Positions
Planning a concerted recruiting effort at NRO and outreach to previous trustees and survey responders.
4. NCC-NSF Contract
Treasurer will contact NSF treasurer and resume discussion. Meanwhile NCC will record LM funds as a separate line item for NCC booking purposes.
5. Land Trust Conferences, recap
Bill circulated overview (with board) of the conference sessions he attended. Other participants will be asked for a verbal report at the next meeting.
6. Brochures
Printed and majority are available at Speleobooks. Managers will be asked to report on availability of brochures for each preserve.
7. Fundraising
Discussed NRO auction; spotters and runners to assist with identifying bidders. NRO name tags to be numbered to facilitate identifying bidders.
8. CLC, Indian Oven Cave
Discussion continues; NCC may offer to monitor visitation.

- 
10. Emergency contact numbers for preserve managers
Bob S. will collect from managers with intent to post on a private section of the web site.
 11. Contact NSS re: their Schoharie Preserves
There does not seem to be any interest from the NSS in pursuing at this time.
 12. NCC-owned equipment, swag, educational materials, etc.; inventory & storage issues
Bob to check with Christa re: inventory and arrange for collection and removal. Chuck will pick up and temporarily store in Troy.
 13. Life Membership certificates
Tabled until meeting.
 14. Revise conflict of interest policy
V to check with Mitch on how/where to insert statement discouraging appointment of cohabitating officers. Will also review signed CoI forms.
 15. Business cards
Cards were printed for those who requested. Going forward, we should consider providing shirts and cards to all board members.
 16. Trustee/Officer performance reviews
Christine and Morgan are working on this. The new MP review schedule does not include a review for the September meetings allowing time for the board to conduct their reviews.
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30. Anniversary celebration

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Additional items:

Prepared a thank you letter (for the Vice President) to the regional AmeriCorps administrator for the outstanding volunteer work the AmeriCorps Buffalo 6 Crew did on the Bensons Preserve on 4/17 under the guidance and supervision of Manager Luke Mazza.

3/9 First draft of minutes sent to EC

3/9 Manual updated and sent to web

3/20 Draft minutes sent to web; meeting notes to Danny