

**Rockcastle Karst Conservancy  
Annual Meeting -- 3/07/2010  
Minutes**

In Attendance:

Howard Kalnitz	Werner Jud	Mary Gratsch	Gary Bush
Neena Jud	Chris Hacker	Tammy Otten	Robert Yuellig
Pete Stow	Mike Wuerth	Dan Zubal	

21<sup>st</sup> Meeting of the RKC was held at the Florence Branch Boone County Library, Florence, KY.  
Called to Order by Howard Kalnitz, Chairman, at 2:10PM.



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Meeting Agenda is attached:

Election Results: One Director position was to be filled. The position is for a 3-year term.

New Director: Pete Stow (3 years)

There was one other Candidate, Robert Yuellig, who withdrew his candidacy prior to the counting of the ballots. Director Stow was seated immediately.

Appreciation: Bush moves: The RKC acclaims and thanks Pat Hutson for his 4 years of service to the RKC Board." Second by Gratsch.

Passed unanimously (5 votes For).

Board Election of Officers: Directors provided 1<sup>st</sup> and 2<sup>nd</sup> choices for the 4 available offices. There were no contests. Results:

Chair:	Howard Kalnitz	- by unanimous (5) votes
Vice-Chair:	Mary Gratsch	- by unanimous (5) votes
Secretary:	Gary Bush	- by unanimous (5) votes
Treasurer:	Werner Jud	- by unanimous (5) votes
At-Large (open):	Pete Stow	- by unanimous (5) votes

Chair Howard Kalnitz reported that Mike Hood is stepping down as Editor.

Appreciation: Bush moves: "The RKC thanks Mike Hood for his 4 years of service as Editor."  
Second by Gratsch. Passed unanimously (5 votes For).

Officers' Reports:

A) Vice-Chair's Report: (Nothing to report)

B) Secretary's Report: Read summary of Minutes of Meeting of 12/06/09.

Jud moves: "Vote to accept Minutes as published in the last newsletter and on the website."  
Second by Gratsch. Vote: For: Kalnitz, Jud, Gratsch, Stow. Abstain: Bush. Motion Passed.  
The final Minutes can now be posted on the website.

C) Treasurer's Report:

Details are in the attached Balance Sheet and P&L Statements:



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2009 Rev&Exp:



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2010 YTD Reports:



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Summary of reports:

2009 Total Income = \$9,510.15  
2009 Total Expense = \$5,466.85  
2009 Net Income = \$4,004.70

2010 YTD (Jan. 1 – March 7):

YTD Income: \$729.77  
YTD Expenses = \$131.48  
YTD Net Income = \$598.29

Bush moves: "Vote to accept the Treasurer's Reports, as provided."  
Second by Gratsch. Vote: Approved unanimously (5 votes For).

### Committee Reports

(A) Membership Committee: (Alan Leach) - No Report.

Kalnitz reported they are experimenting with "Google Docs" to post the Membership List and the Financial Deposit Accounts on-line. Bush raised a concern about security of the site. If he can verify that it is secure, we'll use it for this purpose until the RKC website can be updated to support password security for the sensitive documents.

(B) GSP Committee: (Neena Jud) - Highlights of the report are:

- The Composting Outhouse project has a budget of \$18,000.00. They have \$10,035.51 in the bank and \$4,500.00 in outstanding grant requests. Additional sources are planned for the balance of the cost.
- The shelter roof over the Grille area is to be rebuilt within the next month.
- Several sanitation issues are under design for a Fall 2010 start.
- Repair of the entrance driveway is in planning. No progress expected before Fall 2010.
- The scout caving season will begin May 1<sup>st</sup>.
- Expect to have 2-3 elementary school field trips in late April or early May.
- ASPI will have multiple tours of college students, beginning March 8<sup>th</sup>.
- Open House is scheduled for May 15/16, 2010. Recommend RKC have a booth with at least 3 volunteers to rotate manning the booth.



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Full text of GSP Report:

(C) Land Acquisition Committee: There are 3 Sub-committees under the LAC:

(i) Stewardship sub-committee: (Howard Kalnitz) Until full, final Management Plans are approved for Misty and Cornhole, they will remain under this committee. Details:

- a) Misty Cave Committee: An Access Plan has been created. Full Management Plan to follow:
- access to the property will be open.
  - Access Plan will be updated to require that full decontamination procedures must be followed by all visitors.
  - A bat survey was conducted recently with Brooke Slack, the KY bat specialist. No evidence of WNS was found.

- A Clean-Up at Misty Cave in September 2009 went off successfully.
  - Volunteers are needed for the eventual Management Committee for Misty Cave.
- b) Cornhole Cave Committee (Mary Gratsch): A Management Plan, consisting of primarily the Access Plan, was presented. An update is required to add that the adjoining property owner and family can hunt on the property, by prior consent.



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Preliminary Management Plan is attached:

(ii) Legal and Financial sub-committee: (Werner Jud) – See this Committee Report below under section (B) in “New Business”.

(iii) Acquisition Identification sub-committee: (Bill Addington) – No Report

(D) Fundraising Committee: (Dan Zubal) - Reported that he is working on several fund-raising ideas for KOR. Ideas such as Beer Tasting and a Photo Booth are being considered. A full report is to follow.

(E) Election Committee: (Gary Bush) – There were 109 ballots mailed to the membership. 74 ballots were returned for a 68% rate. The ballots were counted by the Committee on March 7, 2010, just prior to the General Meeting. Robert Yuellig notified Chair Kalnitz and the Election Committee Chair Bush on March 6, 2010 that he was withdrawing his candidacy for the Director position.



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Bob Yuellig's Letter is attached:

As he received more than 1 vote, Pete Stow was elected to the position by acclamation.

Bush reported there were several issues that needed to be further clarified in the Election Committee Guidelines. Suggested improvements to the guidelines will be submitted to the Board for consideration and approval.

Bush thanked the Committee members: Neena Jud, Chris Hacker, and Howard Kalnitz.

## New Business

(A) Committee Openings: -

- Fundraising – Need more members to make this important committee more successful.
- Newsletter Editor – The suggestion was discussed to migrate the newsletter to an Annual Report. The other surrounding/affiliated organizations' newsletters are covering the more general news and issues surrounding the Preserves.
- Acquisition Committee – More activity is needed by this committee. A possible volunteer is considering the position.

(B) Mist Cave Pay-off Plan: - Treasurer Werner Jud requested Board consideration and approval of a plan to reduce the loan amount on the Misty cave property. Based on his suggestion, the following motion resulted: Bush moves:

“The RKC will cash out the Community Trust Bank CD and pay \$6,000.00, plus all the interest, to the Richard Blenz Nature Conservancy. The remaining \$4,000.00 will be used to open a new 1-year CD to collateralize the residual loan for Misty Cave. The Misty Cave loan amount will be reduced to \$4,000.00 and be for a period of two (2) years. The loan will be paid down to

the \$4,000 amount with a combination of funds from the restricted Misty Cave account and from open funds.”

Second by Stow. Vote: Passed unanimously (5 votes For).

The Board executed a written resolution to this effect to aid Treasurer Jud in making the appropriate financial transactions.

While on the financial topic, Treasurer Jud requested a ruling on how to handle the fees charged by PayPal on donations made through that method. The handling affects the amount of funds accrued to the separate accounts. Based on his recommendation, Werner moves:

“All PayPal fees for donations made through PayPal are to be deducted from the General Operating account.”

Second by Gratsch. Vote: passed unanimously (5 votes For).

- (C) Leadership Committee: - Discussion occurred about forming an Ad hoc committee of members from GCG, RKC, and GSP to discuss and address issues surrounding the GSP property. The objective will be to handle issues in a more timely fashion. The RKC Chair can authorize Ad hoc committees.
- (D) Election Guidelines Change: - Members prefer an early notice of the results of the election of Directors in advance of the General Meeting. The timing between the end of the voting period and the Meeting this year was too close to accomplish an early count. One of the Election Guideline changes must address that issue. Bush to provide an update to the Guidelines for Board consideration and approval, as noted earlier.
- (E) Sale of RKC Items On the GSP Website: - Based on current activities, Jud moved to table the issue. Second by Stow. Vote: Unanimously For (5 votes For). Issue Tabled.

#### Old Business

- (A) Approval of the GSP Management Plan: - The Board previously conducted an e-mail vote to approve the GSP Committee's Management Plan, submitted at the December 2009 Meeting. The Plan was Approved unanimously (4 votes For, 1 Abstain)
- (B) Conservation Easements: - The Board was to investigate the effect of Conservation Easements on taxes and/or liability. No progress has been made to date.
- (C) Signage: - A request will be made to the NSF for a grant to provide signage for the properties.

#### Next Meeting:

Tentatively in June – location (hopefully, back at the Scheben Branch Library) and date TBA.

Adjournment: Motion to adjourn made by Bush, second by Stow, at 4:38 PM.

Vote: Passed unanimously (5 votes For)

Meeting minutes prepared by W. Gary Bush, Secretary

# Rockcastle Karst Conservancy

## Annual Meeting

March 7 2010

- 1) Announcements
  - a) Election Results
  - b) Vote of Officers (Jud Method)
  - c) Mike Hood resignation of Editorship
  
- 2) Secretary Report (read by previous sect, voted by new)
  
- 3) Treasurers Report (read by Previous, voted by new)
  
- 4) Committee Reports
  - a) Membership Committee
  - b) GSP Committee
  - c) Stewardship Committee
    - i) Misty Cave
      - (1) Management Plan
      - (2) WNS Status for 2010
      - (3) Clean-up report
    - ii) Cornhole
      - (1) Management plan
  - d) Acquisition Committee
  - e) Election Committee
  
- 5) New Business
  - a) Position Openings
    - i) Fundraising
    - ii) Newsletter
    - iii) Acquisition
  - b) Misty Payoff Plan
  - c) Formation of GCG/RKC/GSP leadership committee  
Formation of a forum for discussion of matters of interest and overlap between the three organizations.
  - d) Change to bylaws to pre-announce Election committee members
  - e) Sale of RKC items on GSP website?
  
- 6) Old Business
  - a) Reporting of Email vote on GSP management plan
  - b) Conservation easements

03/08/10  
Cash Basis

Rockcastle Karst Conservancy, Inc.  
Revenue & Expenditures  
January through December 2009

	<u>Jan - Dec 09</u>
Ordinary Income/Expense	
Income	
4 · Contributed support	
4010 · Individual contribution	5,041.54
4210 · Organizations, Businesses	2,310.00
Total 4 · Contributed support	<u>7,351.54</u>
5 · Petitioned revenues	
5210 · Membership dues	1,635.00
5220 · Fund Raisers	165.00
5250 · RKC Merchandise	121.00
5310 · Interest short-term inv	222.38
5490 · Miscellaneous revenue	0.23
5 · Petitioned revenues - Other	15.00
Total 5 · Petitioned revenues	<u>2,158.61</u>
Total Income	9,510.15
Cost of Goods Sold	
5000 · Cost of Goods Sold	38.60
Total COGS	<u>38.60</u>
Gross Profit	9,471.55
Expense	
8100 · General Operating expenses	
8110 · Supplies	115.55
8140 · Postage, shipping, delivery	194.71
8180 · Books, subscriptions, reference	33.00
Total 8100 · General Operating expen...	<u>343.26</u>
8500 · Misc expenses	
8510 · Interest expense - general	368.90
8590 · Bank fees	70.00
Total 8500 · Misc expenses	<u>438.90</u>

	<u>Jan - Dec 09</u>
8600 · Business expenses	
8605 · Liability Insurance	1,205.31
8640 · Survey fees	2,500.00
8650 · Property taxes	150.38
8680 · Transaction fees	43.90
8690 · Recording fees	701.00
8695 · Lost inventory items	84.10
Total 8600 · Business expenses	<u>4,684.69</u>
Total Expense	<u>5,466.85</u>
Net Ordinary Income	4,004.70
Other Income/Expense	
Other Income	
5300 · Shipping & Handling	0.00
Total Other Income	<u>0.00</u>
Net Other Income	<u>0.00</u>
Net Income	<u><u>4,004.70</u></u>

10:55 AM  
03/08/10  
Cash Basis

**Rockcastle Karst Conservancy, Inc.**  
**Balance Sheet**  
As of March 7, 2010

	Mar 7, 10
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
1000 · Chase JPM	9,972.39
1002 · Community Trust	
1003 · Misty Funds	1,481.39
1002 · Community Trust - Other	1,405.29
Total 1002 · Community Trust	2,886.68
1006 · Community Trust CD	2,709.72
1007 · Community Trust CD RBNC	10,195.61
1010 · Petty cash	1.22
Total Checking/Savings	25,765.62
Other Current Assets	
1120 · Inventory Asset	107.90
1299 · Undeposited Funds	38.97
Total Other Current Assets	146.87
Total Current Assets	25,912.49
Fixed Assets	
1140 · Real Estate Assets (GSP)	350,000.00
1141 · Real Estate Asset (Misty)	18,000.00
Total Fixed Assets	368,000.00
<b>TOTAL ASSETS</b>	<b>393,912.49</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2003 · Bank loan for Misty	5,613.88
Total Other Current Liabilities	5,613.88
Total Current Liabilities	5,613.88
Long Term Liabilities	
2000 · R Blenz Nature Conservancy loan	10,159.34
Total Long Term Liabilities	10,159.34
Total Liabilities	15,773.22
Equity	
3001 · Opening Bal Equity	350,000.00
3010 · Unrestrict (retained earnings)	27,540.98
Net Income	598.29
Total Equity	378,139.27
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>393,912.49</b>



03/08/10  
Cash Basis

Rockcastle Karst Conservancy, Inc.  
Revenue & Expenditures  
January 1 through March 7, 2010

	<u>Jan 1 - Mar 7, 10</u>
Ordinary Income/Expense	
Income	
4 · Contributed support	
4010 · Individual contribution	383.50
4210 · Organizations, Businesses	100.00
Total 4 · Contributed support	<u>483.50</u>
5 · Petitioned revenues	
5210 · Membership dues	90.00
5250 · RKC Merchandise	120.00
5310 · Interest short-term inv	36.27
Total 5 · Petitioned revenues	<u>246.27</u>
Total Income	<u>729.77</u>
Gross Profit	729.77
Expense	
8100 · General Operating expenses	
8140 · Postage, shipping, delivery	17.60
Total 8100 · General Operating expen...	17.60
8500 · Misc expenses	
8510 · Interest expense - general	113.88
Total 8500 · Misc expenses	<u>113.88</u>
Total Expense	<u>131.48</u>
Net Ordinary Income	<u>598.29</u>
Net Income	<u><u>598.29</u></u>

# Great SaltPetre Preserve Report to Rockcastle Karst Conservancy

March 7, 2010

## Facilities Management:

### Composting Outhouse Project

#### A. Financial

1. Current budget: **\$18,000.00**
  - a. increased from \$15,000.00 to accommodate a pre-engineered composting system
2. Funds in bank: \$10,035.51
  - a. sufficient to construct building shell
3. Outstanding grant requests:
  - a. NSS Conservation Grant (\$1,000.00), Walmart (\$1,500.00), George Clark (\$2,000.00)
4. Plan for balance of funds required:
  - a. Additional grant applications
  - b. Informational Displays and Donation cans at Open House and Karst O Rama
  - c. Additional appeals for donations

#### B. Schedule:

1. Start construction on Shell March 12, 2010
2. Shell Completion projected April 25, 2010
3. Composting unit & accessories awaiting funding receipt or commitments

#### C. Regulatory Issues:

1. General building permit is not required for a project of this size or characteristics
  - a. design incorporates public facilities structural requirements (dead, live, snow, wind loads) and ADA guidelines
2. Investigating (Heath Department) permit requirements for an "on site sewage disposal system"

### Other Projects and Status:

#### A. Rebuilding Shelter Roof over Grille Area

1. Work will be done within the next month

#### B. Kitchen Sanitation Issues

1. Design work awaits Project Managers
2. Fundraising is being considered
3. Additional Progress not expected until Fall 2010

#### C. Entrance Drive Repair

1. Dividing this into subprojects for volunteer assistance is being considered
2. Fundraising is being considered
3. Additional Progress not expected until Fall 2010

## Educational:

#### A. Scouts

1. Caving season will begin May 1

#### B. Schools

1. We expect to have 2-3 Elementary School field trips in late April to May.

#### C. Higher Education

1. ASPI brings a few groups of college students to tour the Cave two times each year as part of their environmental education programs.
2. Spring tours start Monday March 8, 2010, and will continue through this month.

**Neighborhood Relations and Communication:**

**D.** Open House May 15 & 16, 2010.

1. Recommend RKC have a booth with informational displays and membership info
2. Recommend RKC have three people assigned to take turns at booth

**E.** GSP Website

1. Merchandise has been added to the website

**F.** Fundraising

1. Intention is to diversify income streams to support the maintenance of the property and enable the archeological, educational, and environmental programs identified in our Strategic Plan.
2. GSP has commissioned John Agnew to produce GSP artwork and assist with reproducing it for small merchandise up to limited edition prints.
3. The Committee is investigating additional methods of fundraising including special events at GSP that would require significant donations for participation i.e. \$50.00 plate gourmet dinner at the Shelter.
  - a. Additional Progress not expected until Fall 2010

Respectfully Submitted  
Neena Jud, Chair  
NSS#60145

## **Corn Hole Preliminary Management plan March 2010**

Below are items I feel need to be addressed before the cave is open to the RKC general membership....

**Management Committee** – hopefully comprised of 3-5 individuals concerned with the ongoing development and long term planning for the cave and property and will develop a Management Plan which will be subject to approval by the RKC Executive Committee

The Management Committee will issue ongoing status reports to the RKC Board

The Management Committee will help seek donations or grants for the upkeep of the property

The Management committee will process trip requests and issue keys or combination for the road gate

The Management Committee will attempt go involve other cavers in the upkeep of the property by hosting well publicized Work Days

### **Access to the cave –**

- \* The gravel/dirt access road is in need of 1-2 swales to drain water off the road.
- \* Gravel is needed in several places to fill deep ruts, stop erosion and rutting.
- \* The sides of the road need to be cleared back 2-4 feet on both sides.

### **Property Security -**

- \* A gate needs to be installed to prevent unauthorized vehicle traffic, such as ATV
- \* Current ATV trails need to be eliminated by the judicious felling of trees near the property border where they originate
- \* there will be no camping on the property unless it is allowed in the official Management Plan which has been approved by the RKC Executive Board

### **Cave Management –**

- \* A comprehensive survey of the cave has begun and need to continue
- \* Any cavers entering the cave will observe RKC approved decontamination of all clothing, boots and cave gear
- \* More ‘leaders’ need to become familiar with the cave to help prevent rescue of lost cavers
- \* For the first year or two the trips should be lead by the ‘leaders’ who have made themselves familiar with the cave. The purpose of this is to protect the cave from the surge of curious cavers who will want to tour the cave when it is first opened to membership. Because of the tight passages, groups should be kept to a maximum of 8 cavers/trip and no more than 2 staggered trips/day. Survey trips have priority over ALL other trip requests.
- \* All trip requests or access to the property will be handled through the Management Committee (see above)

This preliminary Management Plan will be replaced when there is sufficient interest by individuals in serving on the Management Committee and that Committee is able to put forth a Long Term Management Plan. That Plan will take precedence once it is approved by the RKC Executive Committee. The ‘Management Plan’ can be submitted and implemented in sections; such as ‘Property Management’ or ‘Cave Management’ as these Plans are developed.

Submitted by:

Mary Gratsch

3/6/2010

To

Howard J. Kalnitz, Chairman, RKC

Gary Bush, Election Committee, RKC

Due to family obligations and situations that will increasingly demand my attention, I, Robert C. Yuellig, am withdrawing my nomination from the current Rockcastle Karst Conservancy election. While the timing is not the best, I realize it may be the best thing to do for all parties. I do this with fully aware of the timing, but for me to take a position on the Executive Board without giving the attention that it deserve would only compromise it. I will continue to work and move the RKC forward in a manner can better fit the needs of the RKC and the needs that are arising with me. Pete Stow is an excellent candidate and choice for the RKC. He will fit the position well and has my full support without any objection or reservations.

Thank You Howard and Gary and the rest of the Executive Board  
Robert C. Yuellig

A handwritten signature in cursive script, reading "Rob Yuellig". The signature is written in dark ink on a light-colored background.