

**Rockcastle Karst Conservancy
General Meeting – 3/16/2014
Final Minutes**

In Attendance:

Directors: Mary Gratsch, Werner Jud, Pete Stow, and Gary Bush (Tammy Otten, absent)
(A quorum does exist)

Others:

Neena Jud	Pam Duncan	Ralph Mann	Steve Gentry
Kim Gentry	(absent = Sean Cain)		

34th Meeting of the RKC was held at the Main Branch Boone County Library, Burlington, KY.
Called to Order by Chair Mary Gratsch at 2:02PM.



RKC agenda -
2014-03-16-v3.pdf

Meeting Agenda is attached:

Announcements:

- On February 10th, 2014, the RKC Board voted via email to purchase 25 ball caps with the RKC logo for revenue enhancement. The vote was four votes For and one abstention (Jud).
- RKC dues for the coming year are being accepted now.
- Tammy Otten has a very sick dog. She's at the vet and can't make this meeting.
- Sean Cain is out-of-town for work and can't make this meeting.

Secretary's Report: (Bush) Read summary of Minutes of Meeting of 12/8//2013.

Jud moved to accept the minutes. Seconded by Stow. Approved unanimously (4 votes For).
The final Minutes can now be posted on the website.

Treasurer's Report: (Jud)

Current Fiscal Year details are in the Dec. 8th -To- Mar. 16th Revenue & Expense and Mar. 16th Balance Sheets below:



RKC-Rev&Exp-2014-
03-16.pdf

Rev&Exp. – 12/8/13 – 3/16/14:



RKC-BalSht-2014-03-
16.pdf

March 16, 2014 Bal. Sheet:

Summary of reports (Dec. 8 – Mar. 16):

Gross Profit	=	\$ 2,385.94
- Total Expense	=	<u>(-\$ 1,581.19) (incl. credit from KOR/GCG)</u>
Net Income	=	\$ 3,967.13

Total Current Assets = \$ 33,383.08
Total Fixed Assets = \$368,000.00
Total Liabilities & Equity = \$401,383.08

The Life Fund Allocation (restricted) is \$11,771.87.
Land Acquisition Fund (restricted) is currently \$17,502.32.
Remaining General Fund is currently \$4,108.89.

Bush moved: "Vote to accept the Treasurer's Reports, as provided." Stow seconded.
Vote: Unanimously Accepted (4 votes For).

[Secretary's NOTE: Financials slightly adjusted after the Meeting by the Treasurer Pro Tem for transactions made at the Meeting.]

Report of the Election Committee: (Otten / N. Jud)

- Introduce Newly Elected Board Members
- Sean Cain & Steve Gentry were announced and seated as Directors (Cain not present)
- Thank Werner Jud and Gary Bush for their years of service on the Board.
- Chair Gratsch voiced appreciation for their service.
- NOTE: A quorum of the RKC Board is present (3 members), so the Meeting may continue.

Voting for Officer Positions by Board Members

- Stow moves "Postpone Voting to an email vote, when all five Board members are available".
Gentry seconded. Vote unanimous (3 votes For).
- Bush & W. Jud volunteered to fulfill their offices Pro Tem until replaced by the new officers.

[Secretary's NOTE: Subsequent to the Meeting, by an Email vote, the new Board elected the Officers as follows:

Chair:	Mary Gratsch
Vice-Chair:	Tammy Otten
Treasurer:	Pete Stow
Secretary:	Sean Cain
At-Large:	Steve Gentry

Committee Reports

(A) Membership Committee: (Pete Stow)

1. Total current membership is 124 (76 Individual, 45 Life, and 3 Sustaining members)
We now required 45 x \$300 = \$13,500 to fully fund the Life Member Fund.
2. Newest Life member is Mark Hennessey.
3. Membership drive: (P.Duncan/T.Otten)
Pam Duncan will forward the parchment paper to the new Treasurer, so he can send our certificates to new Life members with their receipts.
Chair Gratsch will talk with Tammy Otten to get more Life Member bumper stickers printed.
We need renewal request notifications to be sent out by March 31st.
A renewal request should be added to the RKC website.

(B) GSP Committee: (Chris Hacker or his representative)

1. Scout trips will begin this month for this season.
2. Shower Building will be open soon.
3. The electrical wire to the Point was replaced as a temporary measure. The breaker was repaired.
4. The Kiosk has been temporarily repaired, after being knocked down in the snow by a car.
5. Open House will be May 17 & 18, 2014.
6. National Historic Registry ceremony will be held at Open House.
7. KET Program on GSP will be shown on April 12th at 8PM. RKC will get a copy.

(C) Misty Cave Committee: (Stow)

1. The cave is closed until May 1st, 2013.
2. Brooke Slack went back for her annual bat count in February. WNS was confirmed as present in the cave, including dead bats near the entrance.
3. Permission for a bat study has been requested, but not yet officially filed with RKC

(D) Cornhole Cave Committee: (Gratsch)

1. No activity yet this year in Cornhole Cave.
2. M.Gratsch visited the main entrance to Goochland in January and saw no evidence of WNS or dead bats.

(E) Fundraising Committee: (Gratsch/Duncan)

1. Wine making progress – P Duncan
This effort was all funded by private donations. Donors received a bottle. RKC has 8 bottles to raffle off. The label design has been modified for a T-Shirt application. 25 shirts can be printed for \$8.25 each (\$206.25 total cost). Shirts can be raffled or auctioned off at KOR and at the NSS Convention.
Stow moves: "RKC will spend up to \$225 for 25 shirts." Gentry seconded. All 3 approved.
2. Sales at Carter Caves Winter Weekend – T Otten
- (TO not present to report)
3. Jewelry making – M Gratsch
- Five people participated at the January class. It made \$60 for RKC.
4. Other sales (Pam)
- Fleece sales at WW raised \$771.
- GCG had a raffle that raised \$71.
- CRF sales made about \$200 (hats and vests)
- We will have a booth at the NSS Convention.
- Group discussed a plan to acknowledge donors, using a graphic.display board.
5. Donation of Items (Ralph Mann)
- Ralph has items to donate. Asked if this is too much at one time. Pam added that On-Line Auctions stir lots of interest in RKC. She will proceed with donation/auction..

(F) Acquisition Committee: (Stow/Jud)

1. The wooded portion of the land for sale on Singleton's farm has been sold.
2. Another parcel of Pulaski County land with a cave entrance may become available shortly. Owner knows RKC is interested. Board will maintain contact with the owner.

(G) Message Committee: (Otten/Coomer)

1. 'Spring' Newsletter – Progress Report
By end of January was targeted. (Neither TO nor RC present to report).
2. GSP Historic Registry Press Releases – N Jud
No PR's written yet. They are targeting Open House for the ceremony.

Old Business:

(A) Life Membership Fund: (Gary Bush)

Previously discussed. The NSF is meeting today in VA to vote to proceed with RKC Fund.

(B) Review Our Strategic Plan:

Topic was discussed. Kim Gentry volunteered to send out requests for comments to grottos, if the Board provides the content of the request.

(C) Status of Budget for Fiscal Year 2014

Discussion about the Chart of Accounts ensued. The Board will review and finalize entries.

(D) Facebook Page Update (Pam Duncan)

(Postponed due to time constraints – Library closing time)

New Business

- (A) Elections – Discuss addition of a requirement to the Election Guidelines stating candidates must submit a biography and platform statement by December 31st to maintain eligibility.
- (Postponed to next Meeting due to time constraints).

Next Meeting: June 8, 2014 at 10AM at GSP – during the work weekend for KOR

[Secretary's NOTE: Subsequently, by email vote, the meeting date was changed to **June 1, 2014 at the Main Boone County Library in Burlington, KY**, to accommodate Board members' schedules. However, this meeting was eventually cancelled.]

Adjournment: Motion to adjourn made by Stow, seconded by Gentry, at 4:43 PM.

Vote: Passed unanimously (3 votes For)

Meeting Minutes prepared by W. Gary Bush, Secretary Pro Tem.

Proposed Agenda

Rockcastle Karst Conservancy - 3/16/14 Annual Meeting

(held at the Boone County Main Library)

Call To Order

Announcements

Secretary's Report - Gary Bush

Treasurer's Report – Werner Jud

Report of the Election Committee – Tammy Otten / N. Jud

- Introduce Newly Elected Board Members
- Thank Werner Jud and Gary Bush for their years of service on the Board

Voting for Officer Positions by Board Members

Committee Reports

- 1) Membership Committee – Pete Stow
 - a. membership drive/renewal messages
- 2) Great Saltpetre Committee – Chris Hacker or GSP representative
- 3) Misty Committee – P Stow
- 4) Cornhole Committee – M Gratsch
- 5) Fundraising Committee – M Gratsch/P Duncan
 - a. wine making progress – P Duncan
 - b. sales at Carter Caves Winter Weekend – T Otten
 - c. jewelry making- 5 participated \$60 earned for RKC – M Gratsch
- 6) Acquisition Committee – P Stow/W Jud
 - a. Pulaski property update
- 7) Message Committee – Tammy Otten/Rob Coomer
 - a. 'Spring' Newsletter – progress report
 - b. GSP Historic Registry press releases – N Jud

Old Business

- 1) Life Membership Savings – Gary Bush
- 2) Review Strategic Plan
- 3) Status of Budget for 2014 fiscal year
- 4) Facebook Page update – P Duncan

New Business

- 1) Elections – Discuss addition of a requirement to the Election Guidelines stating candidates must submit a biography and platform statement by December 31st to maintain eligibility.

Next Meeting Date

Motion to Adjourn

Rockcastle Karst Conservancy, Inc.

Revenue & Expenditures

December 8, 2013 through March 16, 2014

05/25/14

Cash Basis

Date	Name	Memo	Paid Amount	Balance
Ordinary Income/Expense				
Income				
4 · Contributed support				
4010 · Individual contribution				
12/8/2013	Rob Coomer	Charitable contribution to RKC	300.00	300.00
12/8/2013	Tim Williams	Charitable contribution to RKC	15.00	315.00
3/13/2014	Jeannie Trowbridge	Charitable contribution to RKC	5.00	320.00
3/16/2014	Unidentified	Charitable contribution to RKC from split-the-pot at GCG m...	50.00	370.00
Total 4010 · Individual contribution			370.00	370.00
4210 · Organizations, Businesses				
12/23/2013	COG	Charitable contribution to RKC	313.00	313.00
Total 4210 · Organizations, Businesses			313.00	313.00
Total 4 · Contributed support			683.00	683.00
5 · Petitioned revenues				
5210 · Membership dues				
12/8/2013	Virgina White	Membership for 2014	0.00	0.00
12/9/2013	Jeff Gillette	Life Membership to RKC	300.00	300.00
12/10/2013	James Borden	Membership for 2014	0.00	300.00
12/19/2013	Dana Sutherland	Sustaining Member by automatic monthly payments	5.00	305.00
12/26/2013	Gary Bush	Sustaining Member by automatic monthly payments	5.00	310.00
12/29/2013	Pete Stow	Sustaining Member by automatic monthly payments	10.00	320.00
1/19/2014	Dana Sutherland	Sustaining Member by automatic monthly payments	5.00	325.00
1/26/2014	Gary Bush	Sustaining Member by automatic monthly payments	5.00	330.00
1/29/2014	Pete Stow	Sustaining Member by automatic monthly payments	10.00	340.00
1/31/2014	Timothy Harris	Membership for 2014	15.00	355.00
2/19/2014	Dana Sutherland	Sustaining Member by automatic monthly payments	5.00	360.00
2/26/2014	Gary Bush	Sustaining Member by automatic monthly payments	5.00	365.00
2/28/2014	Pete Stow	Sustaining Member by automatic monthly payments	10.00	375.00
3/1/2014	Molly Semones	Membership for 2014	15.00	390.00
3/7/2014	Kelly Hay	Membership for 2014	15.00	405.00
3/11/2014	Neena Jud	Membership for 2014	15.00	420.00
3/13/2014	Jeannie Trowbridge	Membership for 2014	15.00	435.00
3/14/2014	Mark Hennessey	Life Membership to RKC	300.00	735.00
3/16/2014	Mike Deitmaring	Membership for 2014	15.00	750.00
3/16/2014	Steve Gentry	Membership for 2014	15.00	765.00
3/16/2014	Steve Gentry	Membership for 2014 for Kim Gentry	15.00	780.00
3/16/2014	Steve Gentry	reallocated to Kim Gentry	-15.00	765.00
3/16/2014	Kim Gentry	paid by Steve Gentry	15.00	780.00
3/16/2014	Ralph Mann	Membership for 2014	15.00	795.00
3/16/2014	Pam Duncan	Membership for 2014	15.00	810.00
Total 5210 · Membership dues			810.00	810.00

Rockcastle Karst Conservancy, Inc.

Revenue & Expenditures

December 8, 2013 through March 16, 2014

05/25/14

Cash Basis

Date	Name	Memo	Paid Amount	Balance
5220 · RKC Promotion				
12/8/2013	Steve Gentry	Contributions generated from special gatherings for RKC be...	40.00	40.00
12/8/2013	Unidentified	Contributions generated from special gatherings for RKC be...	39.00	79.00
12/9/2013	James Borden	Contributions generated from special gatherings for RKC be...	85.00	164.00
12/18/2013	Patty Yuellig	Contributions generated from special gatherings for RKC be...	80.00	244.00
12/18/2013	Sandy Rice	Contributions generated from special gatherings for RKC be...	50.00	294.00
12/18/2013	Pam Duncan	Contributions generated from special gatherings for RKC be...	325.00	619.00
1/3/2014	Unidentified	Raffle for fund raising at GCG meeting	59.00	678.00
2/19/2014	Stitch-n-Bitch	Contributions generated from special gatherings Winter Ad...	160.44	838.44
3/16/2014	Mary Gratsch	Contributions generated from special gatherings for RKC be...	60.00	898.44
Total 5220 · RKC Promotion			898.44	898.44
5250 · RKC Merchandise				
12/9/2013	Jeff Gillette	RKC Life Member T-shirt Large	0.00	0.00
Total 5250 · RKC Merchandise			0.00	0.00
Total 5 · Petitioned revenues			1,708.44	1,708.44
Total Income			2,391.44	2,391.44
Cost of Goods Sold				
5000 · Cost of Goods Sold				
12/9/2013	Jeff Gillette	RKC Life Member T-shirt Large	5.50	5.50
Total 5000 · Cost of Goods Sold			5.50	5.50
Total COGS			5.50	5.50
Gross Profit			2,385.94	2,385.94
Expense				
8100 · General Operating expenses				
8140 · Postage, shipping, delivery				
12/21/2013	James Borden	silent auction pkg via U.S. post	16.85	16.85
12/21/2013	Virgina White	silent auction pkg via U.S. post	12.35	29.20
Total 8140 · Postage, shipping, delivery			29.20	29.20
Total 8100 · General Operating expenses			29.20	29.20
8600 · Business expenses				
8605 · Liability Insurance				
12/15/2013	Hal Kresser Agency	GSP portion of total premium	-1,866.71	-1,866.71
Total 8605 · Liability Insurance			-1,866.71	-1,866.71
8670 · Organizational (corp) expenses				
1/6/2014	Patron Graphics	election ballots	41.92	41.92
1/7/2014	Tammy Otten-RKC	election supplies	200.05	241.97
Total 8670 · Organizational (corp) expenses			241.97	241.97

Rockcastle Karst Conservancy, Inc.

Revenue & Expenditures

December 8, 2013 through March 16, 2014

05/25/14

Cash Basis

Date	Name	Memo	Paid Amount	Balance
8680 · Transaction fees				
12/9/2013	James Borden	pp fee	2.17	2.17
12/9/2013	Jeff Gillette	pp fee	6.90	9.07
12/19/2013	Dana Sutherland	pp fee	0.41	9.48
12/26/2013	Gary Bush	pp fee	0.41	9.89
12/29/2013	Pete Stow	pp fee	0.52	10.41
1/19/2014	Dana Sutherland	pp fee	0.41	10.82
1/26/2014	Gary Bush	pp fee	0.41	11.23
1/29/2014	Pete Stow	pp fee	0.52	11.75
1/31/2014	Timothy Harris	pp fee	0.63	12.38
2/19/2014	Dana Sutherland	pp fee	0.41	12.79
2/26/2014	Gary Bush	pp fee	0.41	13.20
2/28/2014	Pete Stow	pp fee	0.52	13.72
3/1/2014	Molly Semones	pp fee	0.63	14.35
Total 8680 · Transaction fees			14.35	14.35
Total 8600 · Business expenses			-1,610.39	-1,610.39
Total Expense			-1,581.19	-1,581.19
Net Ordinary Income			3,967.13	3,967.13
Net Income			3,967.13	3,967.13

05/25/14

Rockcastle Karst Conservancy, Inc.

Balance Sheet

As of March 16, 2014

	<u>Mar 16, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Chase JPM	
0100 · Life member Invst fund	11,771.87
1000 · Chase JPM - Other	11,259.62
Total 1000 · Chase JPM	<u>23,031.49</u>
1002 · Community Trust	
1003 · Misty Funds	288.10
1002 · Community Trust - Other	9,068.95
Total 1002 · Community Trust	<u>9,357.05</u>
1010 · Petty cash	96.90
Total Checking/Savings	<u>32,485.44</u>
Other Current Assets	
1120 · Inventory Asset	334.20
1299 · Undeposited Funds	563.44
Total Other Current Assets	<u>897.64</u>
Total Current Assets	33,383.08
Fixed Assets	
1140 · Real Estate Asset(GSP)	350,000.00
1141 · Real Estate Asset (Misty)	18,000.00
Total Fixed Assets	<u>368,000.00</u>
TOTAL ASSETS	<u><u>401,383.08</u></u>
LIABILITIES & EQUITY	
Equity	
3001 · Opening Bal Equity	368,000.00
3010 · Unrestrict (retained earnings)	32,804.55
Net Income	578.53
Total Equity	<u>401,383.08</u>
TOTAL LIABILITIES & EQUITY	<u><u>401,383.08</u></u>