



The Western Cave Conservancy, Inc.

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Minutes of the Annual Meeting of the Directors of the Western Cave Conservancy, held Saturday, January 24, 2004

Pursuant to notice duly given to the directors, this annual meeting of the Western Cave Conservancy was held on the above day and date at the Stanford Linear Accelerator Center, Palo Alto, California. The directors extend their thanks to Peter Bosted and Kelley Prebil for arranging this meeting space.

.ATTENDEES

Rolf Aalbu, Director/Vice-President
Joel Despain, Director
Don Dunn, Director
Robert "Martin" Haye, Director/Treasurer
Jerry Johnson, Director
Bruce Rogers, Director
Marianne Russo, Director/President
Dan Snyder, Secretary

President Marianne Russo called the closed meeting to order at 10:57 a.m.

AGENDA (ATTACHMENT A)

The draft agenda was followed without formal adoption, the President suspending the order of business in order to make up for time lost by the late arrival of the Secretary and Treasurer.

NEW BUSINESS (CLOSED)

RESOLVED, that the Board of Directors hereby authorizes the Central Pacific Acquisition Manager to negotiate with the owner of Rippled Cave on behalf of the Conservancy, to A) determine what compensation XXXXX will ultimately accept for the property; B) negotiate an appraisal whereby the Conservancy will pay one half the cost of the appraisal or, if a sales contract is signed, the entire amount of the appraisal; and C) that he be further authorized to negotiate the best price possible, not to exceed \$XXXXXXXX at this time. (B2004-01-01)

There followed a discussion of the chain of command, the need to better separate responsibilities, and the need for the Land Acquisition Advisory Committee and Land Research Advisory Committee to become as active as PR/Fundraising has been.

RESOLVED, that all Advisory Committees are required to be chaired by Board members. (B2004-01-02)

The President directed the Secretary to supply her with a skeletal agenda or template for future meetings, which she will populate after soliciting input from the directors. (E2004-01-01)

The closed meeting was adjourned at 12:02 p.m.

There followed a potluck lunch hosted provided by the Directors.

PUBLIC MEETING

Guests: Morley Hardaker, Bill Frantz, Peri Frantz (web content coordinator), John Tinsley, Mark Bowers, Sharon Bowers, Cindy Heazlit, Ray Beach, Heather McDonald (newsletter editor), Merrilee Proffitt, Jim Lakner, Claire Lakner, Kelley Prebil, Mark Scott, Jim Hildebrand, Steve Ruble, and Barbara Maeso Ruble.

President Marianne Russo called the public meeting to order at 1:10 p.m.

OFFICER REPORTS (ATTACHMENT C)

President (C-1)
Vice President (C-2)
Treasurer (C-3)
Secretary (C-4)

COMMITTEE REPORTS (ATTACHMENT D)

Nominations (D-1)
Acquisitions (D-2)
Research (D-3)
Public Relations/Fundraising (D-4)

SPECIAL REPORTS

Web Site Coordinator
Volunteer Coordinator

NEW BUSINESS (PUBLIC)

Bruce Rogers and Robert "Martin" Haye were elected to new three-year terms as Directors.

RESOLVED, that the Treasurer is authorized to open a Conservancy long distance calling card account at the best rates obtainable, for use by directors, officers and committee chairs conducting Conservancy business. The account may only be used for Conservancy business; use for personal calls is not allowable and may be grounds for censure. The following should be briefly recorded for each call: date, time, name of party called, and reason for the call. Logs shall be kept using a form ~~approved~~ *provided* by the Treasurer, and shall be sent on request to Treasurer. Treasurer shall provide, on request, log copies to any director or officer. A summary of calling card costs shall be provided by the Treasurer at each regular Board meeting. (B2004-01-03)

There followed a discussion of email list serve systems. Audience member Mark Scott offered helpful comments from his expertise in the subject.

RESOLVED, that the development of a listserv and/or online discussion forum for members be referred to the Public Relations Advisory Committee, with instructions that this membership benefit should be active by the next regular meeting of the Board of Directors. (B2004-01-04)

RESOLVED, that the responsibilities of the Nominations Committee be expanded to include Board and Officer Development, including recruitment and training; that an advisory subcommittee be created responsible for same; and that this subcommittee be charged with immediately developing job descriptions for directors, each officer, and committee chairs, said job descriptions to be approved by the Board of Directors. (B2004-01-05)

RESOLVED, that the Nominations Committee procedure be modified so that any nominee to a vacancy or committee, put forth by a member of the Nominations Committee at least one week prior to the next regular meeting of the Board of Directors, shall be considered to have been nominated at said next meeting of the directors, unless any member of the Nominations Committee objects to the nomination within two days of said next meeting of the directors, in which case a vote shall be taken by the committee, subject to quorum and seconding requirements. (B2004-01-06)

RESOLVED, that the Public Relations Advisory Committee is directed to develop a privacy policy governing use of personal data from members, subject to the requirements of federal and state law, to be submitted to the board for approval. (B2004-01-07)

COMMITTEE OF THE WHOLE

The upcoming National Cave Conservancies Forum was announced.

A discussion ensued on means of protecting caves other than outright purchase, such as leases and conservation easements. Cindy Heazlit reported on the Cave Conservancy of Hawai'i's success in gaining landowners' trust by offering to design cave management plans for them at no cost. If these landowners ever sell, they'll think of CCH right away.

There followed a discussion of what caves or sorts of caves audience members favored protecting.

More ways of building local and landowner trust: Barb Ruble suggests a major rubbish removal project from Violin Cave (Cookie Cutter entrance); Santa Claus (Pearl) Cave cleanup. There seems to be consensus that cleanup trips for landowners are a good, low-cost way to build WCC's credibility.

Don raised the issue of media coverage of cleanup efforts or other Conservancy activities. There appeared to be mixed support for public education through mass media, although its value in giving us a face in the community was acknowledged.

Cindy pointed out that when dealing with landowners, we are dealing with individuals, who must be dealt with one-on-one. Individuals are often fearful of organizations. John Tinsley spoke of "rancher-net." Jerry related his experiences earning ranchers' trust for archaeological projects.

Mark Bowers has suggested the annual Flag Day parade in Volcano as a public event we might want to attend.

The board reiterated our need for expert volunteers: real estate attorneys, nonprofit attorneys, accountants, and so forth.

Heather discussed the next issue of the newsletter, tentatively planned for March, and solicited ideas for educational and informational feature articles. Morely suggested that all newsletters contain membership applications.

The board solicited audience opinion regarding the proper recognition of matching grants. There was a consensus that companies giving matching grants want individual recognition, not to have their donation combined with their employee's. We can note in parentheses after the company name ("matching donation")

Cindy reported that there are still problems with some individuals in the region arguing that donations to CCH take away from WCC, despite both organizations having passed resolutions in support of each other. President Marianne Russo reiterated the board's position that we are complimentary, not competing, organizations.

A discussion of goals for 2004 came up with the following:

Get a cave!

Activate the Land Acquisition Advisory Committee

Activate the Land Research Advisory Committee

Organize the volunteer program

Outreach!

On the subject of outreach, CCH did a PowerPoint presentation on caves of Hawai'i at local events—they raised money and hooked into the community. The Rotary Club loves Joel's presentations on Sequoia/Kings Canyon caves. Dave McClurg and Ray Beach formerly gave presentations to school PTAs. Let civic-minded people know about caves and the wonderful values they contain.

On the subject of the recognition of anonymous donors, the consensus was that our categories as now up on the web site are fine.

The public meeting was adjourned at 5:00 p.m.

The President reconvened the board in a closed meeting at 5:15 p.m.

NEW BUSINESS (CLOSED)

RESOLVED, that A. Peri Frantz be nominated and appointed to the Public Relations Advisory Committee, effective immediately.

RESOLVED, that the position of Website Coordinator is formally created, and that A. Peri Frantz is appointed to the position, effective immediately. The Website Coordinator will report to the Public Relations Advisory Committee chair. The coordinator will chair the Website Subcommittee of said PR Committee and report the directions of that subcommittee and known web site issues to the webmaster. (B2004-01-08)

RESOLVED, that the Western Cave Conservancy initiate a search for a recording secretary. (B2004-01-09)

By consensus, the next regular quarterly meeting of the Board will be held May 2, 2004 at the Ash Mountain HQ, Sequoia and Kings Canyon National Parks.

MINUTES (ATTACHMENT B)

The minutes of July 20, October 10 and October 16, 2003 were approved without modification.

ADJOURNMENT

The annual meeting adjourned at approximately 5:40 p.m.

4 attachments

I certify that the above is, to the best of my knowledge, the true and complete record of business conducted at the quarterly meeting of the Board of Directors of the Western Cave Conservancy held on January 24, 2004.



Daniel S. Snyder, Secretary