



2022 Spring Members Meeting MINUTES

Sunday, May 15th, 2022

9:30 a.m. – 11:30 a.m.

NYNJTC

ZOOM virtual meeting

In attendance:

Alec Malyon
Carolyn Hoffman
Carol Ann Benton
Denise Jarvis
Don Tripp
Doug Sohn
Eddie Saiff
John Jurasek
Jngahn

Kevin Bukowski
Patty Lee Parmalee
Patsy (Lois Rockland)
Richard Barr
Peter Reiner
Ron Rosen
Suse Bell
Victoria Finn, NYNJTC Conservation Corps Manager
Josh Howard, NYNJTC Executive Director

Welcome & Introductions: Josh Howard welcomed the Members to the Spring Members' Meeting and thanked them for their attendance.

Approval of [Fall 2021 Annual Voting Members Meeting minutes](#): Mr. Saiff made a motion, seconded by Ms. Hoffman, to approve the April meeting minutes. All were in favor.

Update to Bylaws:

Mr. Howard introduced the changes to the bylaws:

Section 5.1. C. of the Bylaws

Officers shall be chosen from among the Directors and shall be elected by the Board at the last regular Board meeting in each fiscal year. Terms of the officers shall begin at the start of the subsequent fiscal year and they shall serve for a term of one year or until their successors begin to serve.

Upon a motion by Mr. Saiff, which was seconded by Ms. Wooters, the voting members unanimously approved the changes to the bylaws.

Conservation Corps Introduction:

Ms. Finn, NYNJTC Conservation Corps Manager, gave a brief presentation and introduction of the Trail Conference Conservation Corps and the upcoming season.

Executive Director's Report:

2021 Annual Operating Results

Mr. Howard reported a draft 2021 Net Operating Income of \$1.6 million versus last year's loss of \$83,628 and a budgeted 2021 loss of \$404,511. He explained that revenues were \$1,828,000 over budget, primarily due to a \$1.0 million multi-year pledge (Donor restricted income) and \$380K in PPP loan forgiveness (Contract Income).

Recorded by Kathleen Bezik.

Expenses (\$3,288,264) were \$182K below budget. This is the first year since 2016 that the NYNJTC has generated a positive Net Operating Income.

Cash Flow

Mr. Howard explained that cash flow for the organization is quite strong and there may be a surplus at year end 2022 as there was at year end 2021.

Finance and Operations

Mr. Howard reported that the annual audit of our financial statements began in the first quarter. Our Finance & Operations team have been assisting representatives from Withum in their efforts. We anticipate filing our 990 forms and NY and NJ charitable forms shortly.

Strategic Planning

Led by the Strategic Planning Committee Chair, Beth Ravit, a series of in-depth focus sessions have been held throughout the first quarter of 2022. Under Beth's guidance, the staff and key volunteers from the Strategic Planning Committee have refined and focused the four main goals identified and approved by the Board at the last meeting in January. Mr. Howard explained that at the end of April, an all-day session to develop the Key Performance Indicators (KPI) was held. The committee is working towards having a draft copy of the plan for the initial review in May, he reported.

Staffing

Mr. Howard described that the first quarter of 2022 has presented a series of challenges and opportunities for the Trail Conference. Even though 2021 was an incredible year in terms of our on-the-ground work and fiscal position, he reported that we finished the year with the several staff positions vacant and started 2022 with additional departures.

Mr. Howard explained that the staff turnover has put a tremendous amount of stress on the organization, both to our volunteers and staff. A significant amount of energy and resources have been invested in recruiting new employees.

He further explained that the effects of this turnover cannot be underestimated. The impacts of the great resignation and attitudes towards employment have significantly affected the Trail Conference. Mr. Howard provided an example, explaining that the search for Conservation Corps members has been extremely challenging. He reported that organizations across the country are struggling to find summer/seasonal hires. Our Corps program is currently just shy of being at 50% of our planned capacity. While the market is flooded with applicants, they are being very selective in what opportunities they pursue.

Mr. Howard reported that the staff and our volunteer leaders have shown unbelievable dedication and passion for the organization, temporarily filling voids, and pitching in to ensure the smooth operations of our programs and processes, while the searches for new staff commenced. The selfless nature of our team is remarkable.

In the last six months, we have hired/promoted

- Brent Boscarino – Associate Director of Ecological Stewardship
- Dan Cummings – Volunteer Engagement Associate
- Krysti Sabins – Stewardship Communications Coordinator
- Katie Kourakos – Volunteer Engagement Manager
- Jaqueline Hanley – Grant and Contract Manager
- Benjamin Copp – Advancement and Store Associate
- Bob Delap – Trail Builder (seasonal)
- Zachary Cole – Long Distance Trails Program Coordinator
- Myra Romano – Stewardship Program Coordinator
- Devin DiGiacopo -Aquatic Invasive Species Program Coordinator

Recorded by Kathleen Bezik.

Mr. Howard stated that while we will miss our old friends and colleagues and wishes them nothing but the best of luck, he is very excited to welcome these new faces to our organization and can't wait to see the impacts they have towards our effort to accomplish our mission.

Mr. Howard opened the floor to questions and thanked everyone for their attendance.

Seeing no other business, the meeting was adjourned at 10:35 a.m. All were in favor.